



North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

Steering Committee Meeting Agenda

Tuesday, June 2, 2015, 10:30 am – 12:00 pm

Call-in info (audio): (218) 895-9693, conference code 805232#

Online presentation: <https://join.me/nccehrocks>

10:30 WELCOME & CALL TO ORDER

ONE	Presenter: Corey Root	Estimated Time: 5 min
	Background Information: Roll call is for elected regional leads; other callers should identify themselves afterwards. If this is your first time calling in to a NC BoS Steering Committee meeting, please email bos@ncceh.org with your contact information.	
	Supporting Materials: <ul style="list-style-type: none"> Regional Lead Contact List: ncceh.org/files/3430 	

MINUTES

TWO	Presenter: Corey Root	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes, by common consent
	Supporting Materials: May Minutes: ncceh.org/files/5623	

POINT-IN-TIME COUNT & HOUSING INVENTORY CHART

THREE	Presenter: Tia Sanders-Rice	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: NCCEH staff submitted the Point-in-Time (PIT) and Housing Inventory Chart (HIC) information for Balance of State CoC in May. Staff are still working on county breakdowns for the homeless/housed counts and beds and on data analysis. Staff will present overall numbers for the 2015 PIT and HIC.	
	Supporting Materials: <ul style="list-style-type: none"> Point-in-Time Count Resources: ncceh.org/pointintime 	
	Action Items:	

COORDINATED ASSESSMENT

FOUR	Presenter: Corey Root	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: Staff will present an update on Coordinated Assessment plan review and the AHRMM Coordinated Assessment plan for Steering Committee discussion and review.	
	Supporting Materials: <ul style="list-style-type: none"> Plan materials (bottom of page): ncceh.org/bos/coordinatedassessment/ 	
	Action Items: <ul style="list-style-type: none"> Regional Committees: Submit coordinated assessment plan revisions as requested 	

COC GRANT COMPETITION UPDATE

FIVE	Presenter: Corey Root	Estimated Time: 15 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: HUD Headquarters finalized the Grant Inventory Worksheet (GIW) for the Balance of State CoC in May. Staff will talk about the status of the new and renewal scorecards for the CoC project applications the 2015 CoC Intent to Apply form. Staff will talk about the role and responsibilities of the CoC Project Review Committee and ask Regional Committees to appoint one person to serve on this Committee and submit contact information by June 30.	
	Supporting Materials: <ul style="list-style-type: none"> CoC Program Info: https://www.hudexchange.info/coc 	
	Action Items: <ul style="list-style-type: none"> Scorecard Committee Members: Additional meeting Tues. June 9, 1:00-2:30 p.m. <ul style="list-style-type: none"> Finalize proposed scorecards Register: www.ncceh.org/events/883/ Regional Leads: Additional Steering Committee meeting Tues. June 16, 1:00-2:30 p.m. <ul style="list-style-type: none"> Discuss and potentially approve scorecards If Regional Leads are current or potential grantees, they have a conflict of interest Regional Leads and alternates without conflicts of interest can vote on funding issues, including scorecards Agencies Interested in Applying for NEW Projects: Complete FY2015 CoC Intent to Apply form: http://bit.ly/1LEJDzO Regional Committees: Please appoint one person to serve on the 2015 CoC Project Review Committee, submit contact information by June 30 here: http://goo.gl/forms/o7uwZm1vtP 	

2015 REGIONAL COMMITTEES

SIX	Presenter: Corey Root	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: NCCEH staff will give an update on the 26 Regional Committees meeting minimum standards and ask Steering Committee members to approve the list of 2015 Regional Committees. NCCEH staff trained Regional Committee webmasters on updating files to Regional Committee webpages in May. Regional Committees are now responsible for updating this content.	
	Supporting Materials: <ul style="list-style-type: none"> Webpage instructions for Regional Committee web masters: ncceh.org/files/5586 	
	Action Items: <ul style="list-style-type: none"> Regional Committee web masters: Upload meeting materials to Regional Committee pages, contact bos@ncceh.org with questions or for back files. 	

NCCEH DATA CENTER & HMIS UPDATE

SEVEN	Presenter: Beth Bordeaux	Estimated Time: 15 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: Staff will give an update on the NC HMIS migration, including trainings for Agency Administrators which will be held across Balance of State communities in July. Every agency that uses HMIS will have an agency administrator. This should be the person who is the agency's best HMIS user.	
	Supporting Materials: <ul style="list-style-type: none"> • NC HMIS Transition info: ncceh.org/hmis/transition • NC HMIS @ NCCEH <ul style="list-style-type: none"> ○ ncceh.org/hmis ○ Helpdesk: hmis@ncceh.org, (919) 410-6997 ○ Contact info flyer: ncceh.org/files/5521 	
Action Items: <ul style="list-style-type: none"> • Agency Admins: Register and plan to attend one of the BoS NC HMIS Migration trainings. Registration information will be sent directly to agency administrators. • Agencies without Agency Admins: please appoint your Agency Admin and submit contact info through this form ASAP: http://goo.gl/forms/T8ysQTVMMMy 		

UPCOMING MEETINGS

EIGHT	Presenter: Corey Root	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Supporting Materials: <ul style="list-style-type: none"> • Data Quality Subcommittee: June 5, 10:30 -11:30 – MEETING CANCELLED • Rapid Rehousing Subcommittee: Fri. June 19, 10:30 -11:30 a.m. <ul style="list-style-type: none"> ○ Register: ncceh.org/events/812 • Regional Committee Structure workgroup: June 2, 1:00-2:00 p.m. • Written Standards workgroup: Work postponed until Fall 2015 • Scorecard Committee: Tues. June 9, 1:00-2:30 p.m. <ul style="list-style-type: none"> ○ Register: ncceh.org/events/883 • Additional Steering Committee Meeting: Tues. June 16, 1:00-2:30 p.m. • BoS Subcommittee Schedule June – December 2015: ncceh.org/files/5624 	
	Action Items: <ul style="list-style-type: none"> • Rapid Rehousing Program Managers: Register for and attend RRH Subcommittee meeting Fri. June 19, 10:30 -11:30 a.m.: ncceh.org/events/812 • Regional Committee Structure workgroup: June 2, 1:00-2:00 p.m. 	

REGIONAL COMMITTEE UPDATES

NINE	Presenter: Corey Root	Estimated Time: 15 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: Time reserved for Regional Leads to share information about Regional Committee activities, ask questions of the group, and share successful strategies.	

REMINDERS

TEN	Presenter: Corey Root	Estimated Time: 5 min	
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Action Items: <ul style="list-style-type: none"> • Regional Committees: Submit coordinated assessment plan revisions as requested • Scorecard Committee Members: Additional meeting Tues. June 9, 1:00-2:30 p.m. <ul style="list-style-type: none"> ○ Finalize proposed scorecards ○ Register: www.ncceh.org/events/883/ • Regional Leads: Additional Steering Committee meeting Tues. June 16, 1:00-2:30 p.m. <ul style="list-style-type: none"> ○ Discuss and potentially approve scorecards ○ If Regional Leads are current or potential grantees, they have a conflict of interest ○ Regional Leads and alternates without conflicts of interest can vote on funding issues, including scorecards • Agencies Interested in Applying for NEW Projects: Complete FY2015 CoC Intent to Apply form: http://bit.ly/1LEJDzO • Regional Committees: Please appoint one person to serve on the 2015 CoC Project Review Committee, submit contact information by June 30 here: http://goo.gl/forms/o7uwZm1vtP • Regional Committee web masters: Upload meeting materials to Regional Committee pages, contact bos@ncceh.org with questions or for back files. • Agency Admins: Register and plan to attend one of the BoS NC HMIS Migration trainings. Registration information will be sent directly to agency administrators. • Agencies without Agency Admins: please appoint your Agency Admin and submit contact info through this form ASAP: http://goo.gl/forms/T8ysQTVMMY • Rapid Rehousing Program Managers: Register for and attend RRH Subcommittee meeting Fri. June 19, 10:30 -11:30 a.m.: ncceh.org/events/812 • Regional Committee Structure workgroup: June 2, 1:00-2:00 p.m. 		

12:00 ADJOURN

Next Meeting: Tuesday, July 7, 2015, 10:30 AM