



NC Balance of State Continuum of Care

Steering Committee Meeting

August 4, 2015

10:30 AM

Welcome

- Roll Call
- Reminders
 - *6 to mute/unmute line
 - Please do not put us on hold
 - Hold music is disruptive



Agenda and Minutes

Today's agenda

- Coordinated Assessment
- CoC application
- Regional Committee spotlight
- Regional Committee structure workgroup
- NCCEH Data Center & HMIS update
- Upcoming meetings



Review & Approve Minutes

- July minutes
 - ncceh.org/files/5778



Coordinated Assessment

Here's the big picture re: plan review

- Expecting 26 plans
 - 11 approved by Steering Committee/implementing
 - 4 additional have CAC recommendation
 - 3 for Steering Committee review today
 - 1 in revisions process with NCCEH staff
 - 11 for further CAC action
 - 1 ready for CAC review
 - 4 in revisions process with NCCEH staff
 - 5 in process of passing threshold
 - 1 working on initial submission



3 plans presented for Steering Committee review today

- Caswell - strengths of this plan
 - Considering limited resources in the region, the CAC is impressed with the system created
 - Different agencies contributing, including Sheriff's office
 - Identify resources outside of community
 - Formalize referral process
 - Use volunteers to help with transportation
 - Address individual grievances in 3-5 days
 - Offer both written and verbal process



3 plans presented for Steering Committee review today

- Down East – strengths of this plan
 - Great job in addressing single women and families
 - Two additional agencies on board
 - Good job thinking through potential community partners
 - Warm handoff in referral process
 - Well thought-through grievance process
 - Case review subcommittee
 - Plan identifies existing gaps



3 plans presented for Steering Committee review today

- Rockingham – strengths of this plan
 - Local trainings on assessment tools using BoS training
 - Formalized referral process to out-of-county shelter
 - Plan for waitlist management is specific and clear



3 plans presented for Steering Committee review today

- Discussion
- Motion to approve Caswell, Down East & Rockingham Regional Committees Coordinated Assessment plans



Coordinated Assessment expectations– implementation & training

- Implementation within 30 days of Steering Committee approval
- Everyone conducting assessments complete BoS training for that assessment tool
 - If conducting Prevention & Diversion screen, VI-SPDAT and case management tool, complete trainings for each of these assessments
 - 3 different trainings
 - If staff turns over, new staff complete BoS training before starting to assess clients



Coordinated Assessment expectations – outcome reporting

- Regional Committees responsible for outcome gathering/reporting on local systems
 - The first report is due October 15, 2015 for the period July – September
 - Subsequent reports:

Report Due	Reporting Period
January 15	October - December
April 15	January - March
July 15	April - June
October 15	July - September



Coordinated Assessment expectations– outcome reporting tools

- Online training for BoS Coordinated Assessment Outcome reporting
 - 1 hour and 20 minutes
 - <http://bit.ly/1Mi8WqZ>
- Outcome reporting form
 - <http://goo.gl/forms/8CgVgqbK3Z>
- Tally sheet to gather info throughout the reporting period
 - Use as needed, not required
 - <http://www.ncceh.org/files/5741/>



Coordinated Assessment expectations– provide regular feedback

- We want to make changes and tweaks to the system as needed to improve outcomes
- Please be in contact with NCCEH staff re:
 - What is working & not working
 - Creative solutions other Regional Committees could use
- One forum for feedback: BoS CA Dialogue call
 - Second Tuesdays, 3:00-4:00 p.m.
 - August meeting, 8/11: ncceh.org/events/916



CoC Grant Competition Update

Update on CoC application

- NOFA expected any day
- NCCEH staff will be in touch with grantees, Project Review Committee on next steps



NCCEH created a document outlining all CoC grantee responsibilities

- Part of application materials
- All expectations in one place
 - HUD requirements
 - BoS requirements
 - Some of these items formerly in Renewal Project Scorecard
- Discussion and feedback



CoC Intent to Apply form is active and receiving submissions about new projects

- Agencies interested in applying for NEW projects
 - Complete FY2015 CoC Intent to Apply form
 - <http://bit.ly/1LEJDzO>
 - Renewal projects do not need to complete this form
 - New projects are 1 year contracts



NCCEH staff need current APRs for all grants for the CoC application

- APR data is used in scoring and in the past has been a part of the Collaborative Application
- NCCEH has questions about APRs from 5 agencies
 - Eastpointe, Greenville Community Shelter, Homeward Bound, Housing Authority of Greenville, New Reidsville Housing Authority
- NCCEH staff will be in touch in the coming days



Regional Committee Spotlights

Changed format of Regional Committee updates for more targeted info

- Spotlight on best practice, innovative strategy, etc.
- Updates from across the state welcome



Regional Committee Structure

Regional Committees asked to complete survey by Sept. 30

- One survey per Regional Committee
 - Representative of the community's thoughts
- How to gather info and input?
 - Focus group
 - Complete survey in a group
 - Discuss questions and designate person to complete
 - Other ideas?
- Long lead time given vacation schedules, the hope for thoughtful responses



NCCEH Data Center & HMIS Update

Migration trainings for BoS agencies are underway

- All agencies using HMIS
 - Attend one migration training
 - Complete the provider page setup according to new standards
- Raleigh, July 30-31
 - Completed
- Greenville, Aug. 6-7
 - Registration closed



Migration trainings for BoS agencies are underway

- Burlington, Aug. 11-12
 - [Registration open](#)
- Kannapolis, Aug. 20-21
 - [Registration open](#)
- Asheville/Henderson , Aug. 26-27 *date change*
 - Registration will open this week
- Raleigh, Sept. 2-3
 - [Registration open](#)



BoS migration progress

- 22 of 61 (36%) agencies completed and submitted all agreements
 - Participation agreements
 - Administrative QSOBAAs
- 23 of 61 (38%) Agency Admins attended first Agency Admin meeting
- 26 of 61 (43%) Agency Admins attended/registered for migration training



Agency Admins need to review info, complete trainings and forms

- Agency Admin meeting slides available on NCCEH website
 - [ncceh.org/files/5528](https://www.ncceh.org/files/5528)
- 5 trainings completed prior to migration
 - [Summary of trainings](#) document
 1. Initial privacy
 2. Securing the record
 3. Using un-named records
 4. Establishing visibility
 5. Provider page training
- Agency Agreements are past due – please send this week



Contact the NCCEH Data Center with questions, etc.

- [ncceh.org/hmis](https://www.ncceh.org/hmis)
- Helpdesk
 - hmis@ncceh.org
 - (919) 410-6997
- Team Members
 - System Administrators: Amber Peoples, Jasmin Vokel, Thurston Alexander-Smith
 - Data Analyst: Tia Sanders-Rice
 - Data Team Director: Beth Bordeaux



Meetings & Reminders

August Meetings

- Regional Committee Structure workgroup
 - Tues. Aug. 4, 1-2 p.m.
- BoS Coordinated Assessment Dialogue Group
 - Tues. Aug. 11, 3-4 p.m.
 - ncceh.org/events/916
- Permanent Supportive Housing Subcommittee
 - Mon. Aug. 17, 10:30-11:30 a.m.
 - ncceh.org/events/877



Reminders

- Regional Committees: Submit coordinated assessment plan revisions as requested
- Regional Committees: Register for and attend the BoS Coordinated Assessment Dialogue Group
 - Second Tuesdays, 3:00-4:00 p.m.
 - August meeting, 8/11: ncceh.org/events/916



Reminders

- Coordinated Assessment Leads: Begin to track aggregate data for outcomes reporting, starting July 1; training and forms posted on NCCEH website
 - ncceh.org/bos/coordinatedassessment/
- Agencies Interested in Applying for NEW Projects: Complete FY2015 CoC Intent to Apply form
 - <http://bit.ly/1LEJDzO>



Reminders

- Regional Committees: Complete one structure survey per Regional Committee by Sept. 30
 - <http://goo.gl/forms/yYGZqAjfhT>
- HMIS Agency Admins: Please register for and attend HMIS Migration trainings in your area
- PSH Program Managers: Please register for and attend PSH Subcommittee meeting
 - Mon. Aug. 17, 10:30-11:30 a.m
 - ncceh.org/events/877



Wrap Up

- Keep in touch
 - bos@ncceh.org
 - (919) 755-4393

