



# North Carolina Balance of State Continuum of Care

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## Balance of State Steering Committee Meeting 9.5.17

### Regional Leads Present:

Marilyn Chamberlin, Jennifer Kerr, Teena Willis, Nicole Dewitt, Ellery Blackstock, Donna McCormick, LaTasha McNair, Jim Cox

### Regional Leads Absent:

Emily Locklear, Roberta Sessoms, Nicole Boone, Susan Pridgen

### Interested Parties Present:

Mary Pat Buie, Amy Modlin, Melissa Eastwood, Leonard Tillery, Joel Rice, Faye Pierce, Patricia Bryant, Marlene Harrison, Lori Watts, Tammy Gray, Monica Frizzell, Trina Hill, Kristen Martin, Jenny Simmons, Leslie Stewart, Marie Watson, Richard Gary, Jennifer Palmer, Thadeous Carr, Melissa McKeown

### NCCEH Staff Present:

Brian Alexander, Ehren Dohler, Nancy Holochwost, Denise Neunaber

### Approval of August Minutes

There being no changes needed, the minutes were approved by common consent.

### CoC Competition Update

- The 2017 CoC funding competition is currently underway. HUD released the NOFA on July 14, and the consolidated application is due to HUD on September 28. The consolidated application consists of three parts:
  - The CoC application, which includes information about the NC BoS CoC's performance and is completed by NCCEH staff with input from Regional Committees, the Steering Committee, and other stakeholders
  - Project applications from agencies applying for new and renewal funding
  - The project priority listing, which is a ranked list of project applications recommended by the Project Review Committee and approved by the Steering Committee
- The timeline for the remaining CoC competition activities is:
  - September 8: Project Review Committee meets to create ranked list of projects
  - September 12: Special Steering Committee meeting to approve ranked list of projects
  - September 13: Project applicants notified if project included in final application
  - September 21: Project applicants finish all revisions and hit submit in esnaps
  - September 22: BoS posts full application to NCCEH website
  - September 28: CoC application due to HUD

- NCCEH staff sent a survey to Regional Committees to ask for input on some CoC application questions. Staff asked Steering Committee members for additional input on three questions.
  - Did the Regional Committee involve currently or formerly homeless youth in the PIT Count?
  - Has the region taken any steps to address specific needs of LGBT individuals or families?
  - Does the region have formal partnerships with any early childhood programs?
  - Steering Committee members were asked to email [bos@ncceh.org](mailto:bos@ncceh.org) if they have additional input on these questions.
- The Project Review Committee and NCCEH staff have finished scoring all project applications. The committee will meet on September 8 to create a recommended ranked list of projects, which will be presented to the Steering Committee for approval on September 12. When creating the ranked list, the Project Review Committee will consider numerical scores, meeting standards and minimums, and funding priorities.
- The Project Review Committee will use the 2017 funding priorities document as part of the ranking process.
  - The document set overall funding priorities for the NC BoS CoC, including:
    - Ensuring essential infrastructure elements are in place (including HMIS and coordinated assessment)
    - Ensuring adequate coverage of PSH grants across the CoC
    - Increasing the availability of RRH programs
    - Ensuring CoC funding is being used well, including potentially reallocating some funding from projects that have patterns of low spending or poor performance
  - The document also set regional priorities for RRH and PSH projects based on the region's need and current investment.
- There is a special Steering Committee meeting on Tuesday, September 12, from 10:30 to 12:00 to review and vote on the ranked project list recommended by the Project Review Committee.
  - In order to take this vote, a quorum is needed. If a Regional Lead cannot attend, they should ensure the elected alternate can attend in their place. Leads/alternates from agencies applying for CoC funds must abstain from voting, but their presence counts towards the quorum.

### **ESG Competition Update**

- NCCEH staff have held orientation calls with all Regional Committees except Region 1 to discuss and prepare for this year's ESG competition.
- The ESG competition is expected to open soon. The anticipated timeline is:
  - Application release: Imminent (likely this week)
  - Deadline: October 23 (After the Steering Committee meeting, the State ESG Office released the ESG application with a deadline of October 30)
  - Announcement and contracts: mid-November/early December
  - Contracts due: December 31
  - Projects start: January 1, 2018
- The regional and project applications have both been revised by the state ESG Office.
- NCCEH will post application information as it becomes available. The pro rata amounts for the competition are currently posted at [www.ncceh.org/bos/esg/](http://www.ncceh.org/bos/esg/). Staff will also



post CoC-wide answers for the regional application and a voluntary ESG scorecard to this page. Blank application materials from the state ESG Office will be posted at [www.ncceh.org/esgapplication/](http://www.ncceh.org/esgapplication/). NCCEH staff will email regional Funding Process Leads when these materials are available.

### **Coordinated Assessment**

- The Coordinated Assessment Council (CAC) has updated the coordinated assessment written standards to align with the coordinated assessment notice released by HUD in January and to clarify some language.
  - The draft of the revised written standards is posted at [www.ncceh.org/files/8550/](http://www.ncceh.org/files/8550/).
  - Steering Committee members were asked to review the changes prior to today's meeting.
- NCCEH staff reviewed the changes made to the written standards:
  - Page 1, Overview: deleted "emergency shelter".
  - Page 4, Guiding Principles: Added paragraph regarding accessibility for people with disabilities.
  - Page 11, Client Intake Process: Added bullet stating programs cannot screen out due to disability or substance use.
  - Page 13, Assessment: States that people are not prevented from entering shelter if P&D screen is not available.
  - Page 13, Assessment: Street outreach programs may choose to administer the VI-SPDAT to unsheltered households on a different timeline, as needed.
  - Page 13, Assessment: In administering the VI-SPDAT, communities cannot require the disclosure of specific disabilities or diagnoses.
  - Page 13, Assessment: Prioritization lists may not prioritize households based on a diagnosis or particular disability or another other protected status.
  - Page 13, Assessment: Communities may track specific diagnosis or disability information if it is necessary to determine eligibility.
  - Page 13, Assessment: Regional Committees may use additional prioritization factors as long as they are not discriminatory.
  - Page 15, Assign with client choice: If a client rejects the program to which they are referred, they should maintain their place on the community-wide waitlist.
  - New Section: Privacy Protections
    - Informed consent
    - Refusal to provide information
    - Disclosure of disabilities/diagnoses
  - New Section: Safety Planning
    - Ensure safety of survivors of DV
    - Domestic violence protocol
    - Confidential tracking of survivors
    - Alternative CA systems
  - New Section: Non-Discrimination and Equal Access
    - Survivors of DV may not be denied access.
    - CA must be available to all people, regardless of protected status.



- CA must be available to all homeless subpopulations.
  - CA must ensure effective communication with people with disabilities.
  - CA must ensure effective communication with people with limited English proficiency.
  - Participants must be informed of the ability to file a non-discrimination complaint.
- Steering Committee members were asked for questions or discussion about the changes; none were raised.
- A motion was made to approve the revised coordinated assessment written standards [Chamberlin, Willis]. All in favor; none opposed.
- The revised written standards will be posted on the BoS coordinated assessment webpage.
- The next Coordinated Assessment Exchange call is Tuesday, September 12 at 3:00. The call will focus on best practices for case conferencing. Participants should register for the call at [www.ncceh.org/events/1067/](http://www.ncceh.org/events/1067/).
- Two new members are proposed to serve on the CAC.
  - Harold Rice, Chief Program Officer at Community Link (Region 5)
  - Brian Fike, Housing Coordinator at Trillium Health Resources (Region 13)
    - Brian will be replacing Susan Pridgen, who is stepping down from the CAC.
  - Steering Committee members were asked for any questions or discussion about the proposed new CAC members; none were raised.
  - A motion was made to approve Harold Rice to serve on the CAC [McCormick, Blackstock]. All in favor; none opposed.
  - A motion was made to approve Brian Fike to serve on the CAC [Blackstock, McCormick]. All in favor; none opposed.
- NCCEH staff are working on building coordinated assessment into HMIS. Coordinated assessment leads will receive communications from NCCEH about moving regional coordinated assessment systems into HMIS.
- The CAC is checking in with each Regional Committee about progress toward the goals in regional coordinated assessment plans. CAC members will contact Regional Committees via email or phone calls.

### **Veterans Subcommittee**

- The Veterans Subcommittee is composed of representatives from SSVF providers, VA medical centers, VA officials, and others. The next Veterans Subcommittee meeting is Thursday, September 7, from 11:00 to 1:00 in Greensboro. A call-in option is available for anyone not able to attend in person. Participants should register for the meeting at [www.ncceh.org/events/1057/](http://www.ncceh.org/events/1057/). The meeting is open to all parties interested in participating.

### **HMIS Update**

- As was discussed at the August Steering Committee meeting, the current HMIS administrator, the Michigan Coalition Against Homelessness (MCAH), is not meeting the NC BoS CoC's needs. NCCEH's board and staff sent a letter to the HMIS Governance Committee requesting an RFP to explore options for a different administrator. At its August 14 meeting, the Governance Committee voted against the request.



- NCCEH and the NC BoS CoC will now need to explore other options.
  - NCCEH has requested technical assistance from HUD to ensure decisions are made based on the right metrics.
  - NCCEH is also hiring a consultant to address HMIS visibility issues that MCAH has not addressed.
  - NCCEH's board will decide at its November meeting if NCCEH will sign another contract with MCAH or seek other options.
  - NCCEH will reach out to BoS stakeholders for their input. The Steering Committee will be asked to vote on this decision at the December meeting.
- Steering Committee members were asked for any questions or discussion.
  - Teena asked if changing administrators would also change the HMIS system that the BoS uses.
    - Denise noted that NCCEH is exploring all options, including possibly changing to a different software. The goal is for the NC BoS CoC to have a functional and useful HMIS system that meets all reporting needs.
  - Teena asked if the current visibility issues are due to the software or to MCAH.
    - Denise noted that a large part of this issue is due to the way MCAH has set up the system. The consultant that NCCEH is hiring will consider ways to address this issue.
  - Any stakeholders with questions can contact Denise at [denise@ncceh.org](mailto:denise@ncceh.org).

#### **Grant Transfer Request**

- In August, the Steering Committee approved a policy requiring CoC approval for significant changes to CoC grants. Significant changes are changes that represent a departure from the initial application, including grant transfers.
- NCCEH staff have received a significant change request from Homeward Bound to transfer its two PSH grants to Thrive. Homeward Bound's grants serve Henderson County and include 22 total units and \$214,405 in funds. Thrive is a mental health services provider and has been serving as the grant subrecipient since July 2017. The proposed transfer date is November 1, 2017.
- Staff from Homeward Bound and Thrive were present to answer questions. Steering Committee members were asked for any questions or discussion about the transfer; none were raised.
- A motion was made to approve the transfer of the two PSH grants from Homeward Bound to Thrive [McCormick, McNair]. All in favor; none opposed.

#### **BoS In-Person Meeting**

- NCCEH staff are holding an in-person meeting for Regional Committee leadership on November 8. The meeting will be all day in Greensboro. All regional leadership positions are highly encouraged to attend. The meeting will help Regional Committees plan for the upcoming year.

#### **Steering Committee Workgroup**

- Earlier in 2017, the Steering Committee approved a proposal to implement some changes to the Steering Committee's membership and activities. The Steering Committee Workgroup, which is overseeing the implementation of these changes, will reconvene on



September 18 to begin recruiting at-large members and implementing other parts of the proposal.

- Anyone interested in serving on the Steering Committee Workgroup is asked to email [bos@ncceh.org](mailto:bos@ncceh.org).

#### **Upcoming Meetings & Reminders**

- All materials for the 2017 CoC Competition are posted here: [www.ncceh.org/bos/currentcocapplication/](http://www.ncceh.org/bos/currentcocapplication/)
- Register for the September 12 Coordinated Assessment Exchange call here: [www.ncceh.org/events/1067/](http://www.ncceh.org/events/1067/)
- Veterans Subcommittee meeting is September 7 at Westover Baptist Church in Greensboro. Register here for call-in info: [www.ncceh.org/events/1057/](http://www.ncceh.org/events/1057/)
- If you are interested in joining the Steering Committee Workgroup, please email [bos@ncceh.org](mailto:bos@ncceh.org)
- Read the changes to the Coordinated Assessment Written Standards: [www.ncceh.org/files/8550/](http://www.ncceh.org/files/8550/)

#### **Next Meeting:**

- Special CoC competition meeting: Tuesday, September 12, at 10:30.
- Next regularly scheduled meeting: Tuesday, October 3, at 10:30.

