



North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

NC BoS CoC Steering Committee Meeting

May 8, 2018 Minutes

Regional Leads Present

Marilyn Chamberlain, Trina Hill, Teena Willis, Richard Gary, Marie Watson, Emily Locklear, Kanika Turrentine, LaTasha McNair, Jim Cox, Nicole Dewitt, Ellery Blackstock

At-Large Members Present

Parker Smith, Dana Mangum, Angela Harper King, Lisa Phillips, Jessa Johnson

SC Members Absent

Nicole Boone, Juliet Rogers, Barry Shipp, Donna Fayko, Christine Miller, Thea Craft

Interested Parties Present

Teresa Robinson, Lynn Alligood, Melissa Eastwood, Nina Walker, Destri Leger, Karisa McDaniel, Patricia Bryant, Roxie Johnson, Lori Watts, Kristen Martin, Monica Frizzell, Brian Fike, Myra Powell, Lynne James, Joshua Edwards

NCCEH Staff Present

Jenn Von Egidy, Ehren Dohler, Ben Bradley, Brian Alexander

Approval of Consent Agenda

- The Steering Committee restructuring proposal included changes to the topics that are covered during Steering Committee meetings. The proposal recommended that standard updates and voting items that do not require in-depth discussion be put in a “board packet” that is sent to Steering Committee members for review prior to the meeting. The voting items are included in this packet as a “consent agenda.” The consent agenda will be voted on as a whole at the beginning of each meeting. Steering Committee members may request to move an item from the consent agenda to the regular agenda, if they feel it requires additional discussion.
- The consent agenda was sent out prior to the meeting and is posted at:
<http://www.ncceh.org/files/9142>

SSO-CE RFP

- RFP for SSO-Coordinated Entry grants posted at: www.ncceh.org/bos/coordinatedassessment
 - Applications due May 23rd by 6:00pm
 - Awards announced early June
 - Grants start July 1, 2018 (projected)
- SSO-CE RFP FAQs
 - Q: Can an agency other than the current Coordinated Assessment Lead apply?
A: *Yes. Any agency with experience with CA (and meets other eligibility requirements) may apply.*
 - Q: Can multiple agencies from one Regional Committee apply?

A: Yes, as long as the RC provides all of them letters of support. But NCCEH will only potentially fund one applicant per RC.

- Q: If my agency is awarded funds, do I have to cover the whole Regional Committee?

A: Yes.

- Q: If my agency is awarded funds, do I have to do all P&D screens and VI-SPDATs for the whole region?

A: No. The SSO-CE grants are intended to fund the activities of the CA Lead position, not replace everything else that's happening in CA systems.

- The role of Regional Committees in SSO-CE applications
 - Soliciting applicants
 - Evaluating applicants
 - Providing letters of support
- Soliciting applicants
 - All interested and eligible agencies should be encouraged to apply. Please do not limit communications about this funding opportunity to just one agency.
- Regional Committees should evaluate applicants
 - Each applicant needs a letter of support from its Regional Committee.
 - Regional Committees shouldn't rubber stamp these letters. Make sure letters are only provided to applicants that have the knowledge and capacity to run coordinated assessment well.
- Letters of support should be endorsed by the whole region
 - There must be a vote (could be by email or phone). Letters should not be provided by just one organization.
- Reminder: Read the whole RFP
 - Direct questions to bos@ncceh.org.

CoC Application Updates

- CoC Competition Activities have begun
 - HUD has released registration information. Changes due to HUD by May 14th
 - GIW due to HUD Field Office today!
 - Staff has verified information with renewal grantees
 - Change information submitted on Friday, May 4th
 - Final GIWs posted by HUD no earlier than May 28th
 - GIW is important: it sets the Annual Renewal Demand for the CoC
 - When will the NOFA be published? Usually once the GIW is finalized, it's about 6 weeks until the NOFA is published. 6 weeks from May 28th would be the second week of July. That's not set in stone, but NCCEH staff will keep all agencies informed.
- First deadline for renewal grantees set
 - Renewal grantees will submit their calendar year 2017 project APRs prior to the NOFA release this year!
 - APRs due to NCCEH on: May 30th
 - Grantees will be emailed instructions this week
- Intent to Apply form mandatory for all agencies applying for new CoC funds
 - Intent to Apply form has been posted at:
<http://www.ncceh.org/bos/currentcocapplication/>



- Asks for preliminary info about proposed project
- NCCEH staff review and follow-up with agency to discuss
- Rolling basis, non-binding – can make changes after the intent to apply is submitted.
- Deadline: 1 week after NOFA release
- Intent to apply is important to allow staff to talk to potential applicants and help them design their programs.
- 2018 Scorecard and Project Review Committee representatives are still needed:
 - Scorecard and Project Review Committee reps were due on May 1st
 - Regions 3, 4, 8, 11, 13 have not submitted reps!
 - Please submit information now at: <http://www.ncceh.org/bos/currentcocapplication/>
 - Reminder: Project Review Committee members cannot have conflicts of interest. They cannot have an application in the competition.
- The Scorecard Committee will meet soon!
 - Orientation call: May 30th at 11 AM
 - Question: what if a scorecard committee rep cannot make a call? Answer: They must come to both calls.
 - Feedback and recommendation call: June 6th at 11 AM

2018 CoC Funding Priorities

- The Funding & Performance Subcommittee updated CoC Funding Priorities for 2018
 - 2018 draft priorities are mostly the same as 2017. No new projects were funded in the 2017 competition so funding priorities still apply.
- 2018 CoC Funding Priorities
 - Ensure essential infrastructure elements are in place, including HMIS and coordinated assessment
 - Ensure adequate coverage of permanent supportive housing across the CoC
 - Increase the availability of rapid re-housing
 - Ensure CoC funding is being used well, including potentially re-allocating some funding from projects that have patterns of low spending or poor performance
- 2018 New Projects Priority Grid
 - The New Projects Priority Grid implements the PSH and RRH priorities by setting priorities by each region.

Region	RRH Priority	PSH Priority
1	2	3
2	2	1
3	2	3
4	2	1
5	3	3
6	3	3
7	2	1
8	2	1
9	2	No Priority
10	2	3
11	2	3
12	2	No Priority



- Updates to 2018 Funding Priorities
 - Although the 2018 Funding Priorities proposal is mostly the same as 2017's, there are some changes.
 - Data changes:
 - The data that determined the new project priorities grid was updated to reflect 2018 CoC funding and reallocations.
 - The FPS used 2017 PIT data to determine regional need for PSH. This is because the PIT data will never be available early enough to set funding priorities.
 - Data updates did not affect regional priorities
 - 2018 CoC Funding Priorities added that no funding would be provided for TH-RRH projects
 - TH-RRH joint component projects are intended for areas with large unmet needs for shelter and for some groups for which a brief period in transitional housing could be beneficial. These projects will be held to different standards than traditional transitional housing, with an emphasis on brief stays in TH. The NC BoS CoC has available Emergency Solutions Grants funding to meet unmet shelter needs, and agencies in the CoC need to focus on improving access to current RRH projects before exploring new program models.
 - 2018 CoC Funding Priorities added that no funding would be provided for projects requesting new construction, rehabilitation, or acquisition.
 - There is too little new funding available to the CoC each year to justify the large investment these activities would require. Agencies that need these types of funding should use other sources of federal, state, and local funding and focus CoC funding on activities that more quickly benefit people experiencing homelessness.
 - Additional guidance to Project Review Committee on ranking:
 - In 2017, even though the funding priorities allowed new projects to be ranked above renewal projects, no PSH or RRH projects were, and subsequently no new PSH or RRH was funded.
 - The FPS provided guidance to the PRC to weigh the risks of ranking renewal projects below new projects with the positive effects of funding new projects in under-served areas to help the PRC rank new projects higher if they fill important needs in the CoC.
 - A motion was made to approve the 2018 CoC Funding Priorities as recommended by the Funding & Performance Subcommittee [Watson, Johnson]. All in favor, none opposed.
 - The NC BoS CoC's 2018 Funding Priorities are available to read here: <http://www.ncceh.org/files/9189/>

Housing Choice Vouchers NOFAs

- HUD has published two NOFAs for new targeted Housing Choice Vouchers
 - 1. Mainstream Vouchers for people with disabilities



- 2. Family Unification Program Vouchers for families involved in the child welfare system and youth aging out of foster care
- All PHAs that currently administer HCVs are encouraged to apply (not just those with FUP/Mainstream Vouchers already).
- Mainstream Vouchers NOFA
 - For non-elderly people with disabilities
 - PHAs encouraged to target people experiencing homelessness
 - Points for community partnerships, including for CoCs.
 - NOFA available at:
 - https://www.hud.gov/program_offices/public_indian_housing/programs/hcv
- Family Unification Program Vouchers
 - For families involved in the child welfare system who need stable housing to keep or reunify with their children
 - Also for youth aging out of foster care who lack stable housing
 - PHAs encouraged to collaborate with CoCs and target vouchers to people experiencing homelessness.
 - NOFA available at :
 - https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/family
- PHAs with vouchers for people with disabilities
 - Coastal Community Action
 - Chatham County Housing Authority
 - Eastern Carolina Human Services Agency
 - Franklin, Vance, Warren Opportunity Inc
 - Housing Authority of Lexington
 - Town of East Spenser Housing Authority
 - Troy Housing Authority
 - Western Carolina community Action
- PHAs with FUP vouchers
 - City of Concord
 - Town of Laurinburg
 - Graham Housing Authority
 - Eastern Carolina Human Services Agency
 - Twin Rivers Opportunities
 - Mountain Projects
 - Western Piedmont Council of Governments
- NCCEH staff will be holding a webinar about the targeted vouchers NOFAs on Friday May 11 from 10am – 11am
 - NCCEH staff will explain the NOFAs in more detail.
 - Please invite PHAs you work with/want to work with.
 - Register here: <http://www.ncceh.org/events/1283/>

Street Outreach Written Standards

- In 2016, an original package of written standards was approved by the Steering Committee.
 - Street outreach standards were not part of the original package approved because the CoC did not have these programs.
 - Today:
 - SSVF providers are providing outreach to Vets



- ESG funded NC BoS CoC providers for street outreach for the first time in 2018
- Street Outreach Written Standards lay out full scope of the program
 - *Standards*: What must programs do to meet the standards of the NC BoS CoC?
 - *Personnel*: What kind of staff do programs need?
 - *Outreach and Engagement*: How do outreach programs engage people on the streets?
 - *Case Management*: What services are required and optional for street outreach?
 - *Termination*: When can programs terminate services?
 - *Client Files*: What are the minimum items to be in the client file?
 - *Evaluation and Planning*: What process must the program undergo to continually improve its services?
- Staff finalized the standards with feedback from Regional Committees and providers
 - These are posted at: <http://www.ncceh.org/files/9164/>
 - Standards have been vetted by SSVF providers
 - Regional Committees and/or providers were asked to provide feedback by April 20th
- The Street Outreach Written Standards need to be approved by the Steering Committee. A motion was made to approve the Street Outreach Written Standards: [Cox, Phillips]. All in favor, none opposed.
- The Street Outreach Written Standards are available to read here: <http://www.ncceh.org/files/9164/>

Cardinal Innovations Grant Transfer

- Cardinal Innovations is seeking to transfer its NC BoS CoC grants
 - Cardinal CoC grants total \$2.21 million
 - Fund 231 units of PSH
 - Represent 26% of the total NC BoS CoC portfolio
 - Grants cover Regions 5, 6, and 9
- Cardinal requests approval to transfer the grants to Community Link
 - CL operates two CoC grants in NC BoS CoC
 - RRH - \$325,245
 - PSH - \$250,109
 - CL currently operates as a subgrantee for the Cardinal Grants
- NC BoS CoC has a grant transfer policy
 - NC BoS CoC approved an enhanced grant transfer policy in December 2017
 - Process includes 3 parts:
 - Announcement of available transfers
 - Submission of documentation from interested agencies
 - Impartial review
 - Developed to provide:
 - Increased transparency
 - Find agency that is best fit for grants
 - Give CoC opportunity to evaluate agencies
- Cardinal transfer process has been different than approved significant change policy
 - Cardinal transfer process began prior to approved policy, talked to the Steering Committee last year.
 - Staff, Cardinal, and Community Link provided transfer information and chance for feedback from Steering Committee and Regional Committees served



- Questions: Are they transferring all grants or just BoS? Answer: Roxl from Cardinal: All grants. We are working with the Orange County CoC as well to transfer grants in that CoC.
- A motion was made to transfer Cardinal Innovations' CoC grants to Community Link [Willis, Hill]. All in favor, none opposed.

HMIS@NCCEH Launch Update

- HMIS@NCCEH Launch: June 2018
- What to expect:
 - All training, workflows, forms, etc. will be hosted by NCCEH at ncceh.org.
 - Users will no longer go to nchmis.org, the website run by MCAH, for forms or training.
 - Users will have a new ServicePoint website URL to log in to.
 - All agreements (agency participation, user, and sharing agreements) will need to be signed again with NCCEH as the HMIS Lead Agency. This will be done electronically with DocuSign.
- What To Do Now
 - **Keep entering data into nchmis.servicept.com until notified to stop and switch to the new HMIS@NCCEH site (expect notice in early June).**
 - Check our launch webpage for updates: ncceh.org/hmis/launch/
 - HMIS Agency Administrators must fill out the form attached to the 4/26 NCCEH e-mail ([Signature Authority Form](#)).
 - Make sure you're receiving communications from the NCCEH Data Center. If you did not receive our update on 4/26, sign up for our HMIS@NCCEH Communications List [here](#).
- Agencies that have submitted the Signature Authority Form:
 - Central Piedmont Community Action
 - Community Link
 - Eastern Catawba Cooperative Christian Ministry
 - Exodus Outreach Foundation
 - Family Care Center of Catawba Valley Inc
 - The Meeting Place Mission
 - New Reidsville Housing Authority
 - Thrive, Inc.
 - Union County Community Shelter
 - Vaya Health
 - Greenville Community Shelter
 - Dulatown Outreach Center, Inc. for Kwanzaa Family Inn
 - Johnston-Lee-Harnett Community Action Inc
 - Diakonos, Inc. dba Fifth Street Ministries
 - Crisis Ministries of Davidson County
- Cross-HMIS Agencies
 - May 2nd meeting and conference call was held to discuss options and field agency-specific questions.
 - NCCEH is scheduling one-on-one calls with cross-HMIS agencies to discuss specific implications for each project and help further explain the process.
- Please don't hesitate to reach out directly with any questions.
 - If you have specific questions about the launch as it pertains to your agency: ben@ncceh.org



Household Type	2018 Count	Changes Since 2017
Adults & Children	915	-228 (-20%)
Adults Only	2067	+170 (+9%)
Children Only	13	-1 (7%)

- If you have specific questions about the launch as it pertains to your data: hmis@ncceh.org

2018 Point-in-Time Count and Housing Inventory Count

- NCCEH submitted the NC BoS CoC PIT and HIC to HUD on April 30
 - CoCs submit PIT/HIC data to HUD.
 - HUD will verify data and then include it in the 2018 Annual Homeless Assessment Report (AHAR).
 - NCCEH will post data at www.ncceh.org/pitdata/ in the coming weeks.
 - NC BoS CoC totals, by Regional Committee, by county
 - Thank you to everyone involved in planning local PIT Counts and submitting PIT/HIC data!
- The sheltered count decreased slightly, while the unsheltered count increased. This is a similar trend as in 2017.

Location	2018 Count	Changes since 2017
Sheltered Count	2027	-75 (-4%)
Emergency Shelter	1684	+2 (0%)
Transitional Housing	343	-77 (-19%)
Unsheltered	968	+16 (+2%)
TOTAL	2995	-59 (-2%)

- Households with children decreased dramatically with an uptick in adult only households



- Chronic homelessness and youth increased significantly while Vet homelessness decreased
- The CoC experienced many challenges with the PIT/HIC this year
 - Some Regional Committees did not conduct an unsheltered count in some counties
 - 18 counties in 7 RCs had no attempted unsheltered count (23%)

Subpopulation	2018 Count	Changes Since 2017
Total Chronically Homeless	489	+107 (28%)
Sheltered	231	+104 (+82%)
Unsheltered	258	+3 (+1%)
Total Veterans	147	-29 (-17%)
Sheltered	91	-14 (-13%)
Unsheltered	56	-15 (-22%)
Total Youth	276	+45 (+19%)
Sheltered	201	+30 (+18%)
Unsheltered	75	+15 (+25%)

- 1 RC did not attempt an unsheltered count at all (8 counties)
 - Although some counties were smaller and rural, this many counties missing counts is concerning.
 - People filling out forms were undertrained. Forms were not always completed accurately.



- Unresponsive providers and community leaders. Regional Committees should choose leaders who are committed to the work and prepared to take on the work load.
- Difficulty contacting non-HMIS agencies
- Please reflect on the following questions, for discussion at the June meeting:
 - What was the biggest challenge your region had conducting the PIT count?
 - What support can staff provide in 2019 to increase coverage and accuracy of the count?

Meetings & Reminders

- **SSO-CE Grant Application Timeline:**
 - Applications and supplementary documentation are due by 6pm on May 23, 2018. Late applications will not be accepted.
 - NCCEH intends to announce awards in early June 2018 and begin grants on July 1, 2018. All dates are subject to change.
 - Application Materials: <http://www.ncceh.org/bos/coordinatedassessment/>
- **CoC Funding Intent to Apply form:** <http://www.ncceh.org/bos/currentcocapplication/>
- **BoS HMIS Users Meeting** May 17, 1:00-2:30
 - Will help agencies learn to use the features of HMIS that are useful for coordinated assessment.
 - Register here: <http://www.ncceh.org/events/1256/>
- **FUP/Mainstream Vouchers Webinar** May 11, 10:00-11:00am
- **Anti-Discrimination Policy Webinar**
 - Recording Link: <https://recordings.join.me/ktu2Vsjojk6k-4o-Zt00Eg>
- **Violence Against Women Act (VAWA) Emergency Transfer Plan Webinar**
 - May 17, 11:00-12:00 (Mandatory for ESG- and CoC-funded agencies.
 - Register here: <http://www.ncceh.org/events/1266/>
- **Funding and Performance Subcommittee**
 - Meeting May 15th 10:00am via conference call
- **Steering Committee In-person Meeting**
 - **Save the Date:** July 30th
 - Mazie S. Woodruff Center, Winston-Salem
 - *More information TBA

