**Present:** Carrie Israel, Sandra McNeill, Chris Berg, Rachel Stein, Jane Zecher, Lynette Fisher, Marian Lowry, Lois Decky, Brian Alexander, Christine Craft, Bill Kinschner, Michael Absher, Candy Mance, Denise Lockett, Sandy Cavanaugh, Trina Hill, Anita Oldham, Shawnee Case, Jenny Simmons, Ruth Birge, David Jacklin, Jamie Martina, Brice Eidson, Debbie Roe-Dixon, Hugh Rutledge, Marilyn Kaylor, Matthew Gruebmeyer

**Welcome and Introductions:**

Brief introductions were made by those present. Christine Craft mentioned that some email addresses on the sign-up sheet are not clear. At the next meeting, she will bring a spreadsheet for folks to review for accuracy.

**Approval of July 2013 Meeting Minutes:**

Ruth Birge made a motion for the approval of the July 2013 Minutes. Anita Oldham seconded. The minutes were approved.

**Quick Agency Updates:**

Christine Craft announced that she needs to step down as the public agency co-chair of the Coalition. The Coalition will need someone from a public agency to fulfill the co-chair role which consists of communication via email to the Coalition and NCCEH. If you are interested in serving in this role or nominating someone to serve in this role, contact Brian Alexander via email: [brian@homewardboundwnc.org](mailto:brian@homewardboundwnc.org).

*HELP* – will be up and running again when school will start in a few weeks (August 26th).

*Western Highlands Network* – Marilyn Kaylor shared that WHN will host consumer community forums in each of its 8 counties to discuss the transition from WHN to Smoky Mountain Center. The forum in Henderson County will be Tuesday, September 17th from 10am until 12noon and again from 5:30pm until 7:30pm at the Henderson County Library. The target audience for this forum is consumers. Consumers will also be receiving a letter regarding the transition.

*United Way* – Annual Day of Caring is set for Friday, September 13th. Agencies submit projects that need to be done and United Way supplies the volunteer labor to work on those projects. For more information go to [www.liveunitedhc.org](http://www.liveunitedhc.org) or call David at 692-1636. United Way will present their 10-year plan on Friday, August 23rd from 3:30 until 5pm at the Kimberly Clark Campus.

*Homeward Bound of WNC* – Rapid Rehousing to date has housed 22 families/50 people.

*Interfaith Assistance Ministry* – shared some statistics with the group. Interviews for assistance are up 20% year to date; 27% increase in the number of new clients; more funds this year to help 65% more folks.

*WCCA* – Received a grant in July to place families into housing. They have housed 4 to 5 families thus far and hope to serve 18 families. To qualify families must be in danger of becoming homeless, be homeless, or live in substandard housing.

*Only Hope* – WLOS is featuring Only Hope on their Charity Challenge August 19th. Please consider voting for this agency. If they win, they will receive $1000. Only Hope is looking at some properties to start

housing youth. November is National Youth Homeless Awareness Month. On November 15th, there will be a sleep out event on the steps of the courthouse.

**Balance of State Steering Committee Update: Brian Alexander**

Brian Alexander reviewed information from the Balance of State Steering Committee. They spoke about:

* A Governance Charter that codifies what the Balance of State Continuum of Care has been doing over the past few years with HEARTH. Discussion of items to consider, especially HEARTH outcome that those who experience homelessness should not be homelessness for more than 30 days.
* Emergency Solutions Grant process – application was released in July. Applications are due to the state by August 21, 2013.
* Continuum of Care - Homeward Bound of WNC received a $176,000 grant for long term rental assistance and case management targeting those who are chronically homeless. WCCA will administer the grant hopefully beginning in the Fall of 2013. With this program start, Homeward Bound will have an office in Henderson County.
* SNAPS – publishes weekly focus emails. Brian will begin sending those to Christine who will send them out to the group.
* The Continuum of Care process will begin in September 2013. Expect a 5 to 7.5% cut from last year’s funding. Probably no new funding, but if you are interested go to NCCEH’s website to review information about sending in a letter of intent online at ( [www.ncceh.org/BoS/CurrentCoCApplication](http://www.ncceh.org/BoS/CurrentCoCApplication)).
* NCICCHP – North Carolina Interagency Council on Coordinating Homeless Programs not funded in budget this year, which contracts with NCCEH. NCCEH approaching DHHS again this year to be included in their budget as they were last year. NCCEH contract expired 6/30/2013. They are in the FY 2013 stat budget. Homeless Coalition members are encouraged to contact your state representatives to address this budget issue. NCCEH is vital to SOAR, Balance of State administration, governance charter, helping our communities meet HEARTH regulations, etc.
* PSH (Permanent Supportive Housing) Sub-Committee – call next Tuesday, 8/20/2013 at 10:30am. Have to pre-register for this call via the NCCEH website.

**ESG Application: Anita Oldham**

Emergency Solutions Grant (ESG) Subcommittee consisted of Anita Oldham and Jenny Simmons. Three applications were submitted: Homeward Bound for $30,938; Interfaith Assistance Ministry for $10,000; and My Place (submitted late) for $5,400. Each submission was reviewed. The subcommittee was pleased with the number of applications. Recommendations: 1) The proposal from Homeward Bound be accepted for submission for the full grant allocation; 2) At the next funding cycle, hold a meeting regarding specific funding requirements and explanation of the application process. Sandy Cavanaugh moved to make a vote on the recommendations. Christine Craft seconded. Recommendations were accepted unanimously.

**Subcommittee Updates: Christine Craft**

* Mission/Vision/Values:
  + Draft Value Statement:

*We treat all people with dignity and respect, always with the understanding that we are part of one community.*

*We are community leaders and advocates for homeless people and people at risk of homelessness*

*We are committed to innovation, flexibility and best practices in our programs*

*We will build community to include all stakeholders to address issues surrounding homelessness and affordable housing.*

*We will create long term solutions to make a continuing and lasting impact on Henderson County.*

* + Mission Statement (already adopted). *The Mission of the Henderson County Homeless Coalition is to coordinate community partners and educate the public to inspire action by focusing resources to support services for persons experiencing or at risk of homelessness.*
  + Vision Statement (already adopted) *The Vision of the Henderson County Homeless Coalition is to increase the number of Henderson County residents that have access to safe, just, affordable housing.*

Will review all three statements together at next meeting.

* Point In Time Count:

Reviewed the PIT count survey. Discussed question about domestic violence. The PIT question regarding domestic violence focuses on the view of adult male violence against adult females which is a HUD requirement. The subcommittee wanted feedback on expanding this question to include child abuse/childhood trauma. The survey will include an option for those interviewed to give their name and contact information to be referred later to services. The group gave the feedback to include a question about childhood trauma. This subcommittee will edit the survey and send it out for review. The group also discussed training points for folks conducting the survey. PIT count volunteers are still needed. Contact Brian Alexander, if interested. Twenty volunteers are needed for the street outreach team; so far there are eight volunteers. There will be a training on September 10th at 12 noon in the Blue Ridge Community Health Center in the Community Room after the Coalition meeting. Please feel free to bring your own lunch to eat during the training. Need to make more agencies aware of the PIT count, especially those agencies who have not attended recent Coalition meetings to hear about the plans for the count. The PIT count will be conducted September 18th. The street count group will meet at 1 or 2 pm to get into volunteer teams. Volunteers should expect the street count to last up to at least 3 hours. The group is working on a PIT count flyer.

**Next Meeting: September 10, 2013**

Respectfully Submitted: Jenny Simmons