**ACICHA: Alamance County Interagency Council on Homelessness Association**

**Meeting Minutes**

May 7, 2015

Present Included: Kim Crawford, ACAC; LaPorscha McCullough, DSS; Amy Nelson, City of Burlington; Nikki Ratliff, BHA/BDC;; Shawna Tillery, City of Burlington; Rebecca Price, Legal Aid; Monika Gathier, ACAC; Heidi Norwick, UWAC; April Durr, UWAC; United Way student, UWAC; Joel Rice, Cardinal Innovations; Robin Wintringham, Habitat for Humanity; Jan Bowman, ACAC; Shirley Conyard, ACHRC; Ron Osbourne, RTSA; Donna Hodges, ACAC; Samatha Marcellus, ACAC; Dorothy Yarbourgh, Committee on Civic Affairs.

Kim Crawford called the meeting to order at 3:35PM.

Presentation:

* Amy Nelson, Planning Director for the City of Burlington reviewed the City’s current status of the Comprehensive Plan and Unified Development Ordinance (UDO). She stated the Comprehensive Plan was a planning document to detail out the direction a City could take on land use, zoning, and housing over a 20 year period. The housing section ties into the need for basic services, areas of distressed housing and needs, and need for improved recreation access for improved health. The Comprehensive Plan also emphasized the need for Redevelopment Areas for concentrated improvement/development on gateway corridors. A discussion of the UDO was next. Amy emphasized the UDO ties together the zoning component and stormwater regulations to make the development ordinance cohesive. The timeline on completion has not yet been determined because the Comprehensive Plan has not been officially approved by the City Council and must be approved before the UDO can be completed. Amy agreed to provide a “cheat sheet” to detail out the difference between the Comprehensive Plan and the UDO.
* Meeting Minutes were reviewed; a motion was made by Robin to approve as written, a 2nd was made by Nikki.

**Roundtable Announcements & Updates**:

* Kim reported the National Homeless Conference would be help July 15-17 in Washington, DC. Several individuals from ACICHA were attending.
* May 9, 2015 the Stamp Out Hunger event will be held. Kim mentioned there were still volunteers needed if anyone would like to support this event.
* Nikki reported HOPE has is currently full. STEPS has 1-2 slots and is accepting referrals through the Coordinated Assessment for homeless families. The number of slots is dependent on the level of assistance needed.
* Ron passed around RTS’s new brochure and newsletter. He said RTS had recently had the CARF review and the reviewer indicated they were one of the best in the State.
* Donna reported the Coordinated Assessment is in full force.
* Portia reported World Elder Abuse Day is June 15th and there will be several events to highlight elder abuse and awareness.
* Miles reported United Way was in the process of updating the 211 database and for agencies to review their 211 profiles for any updated.
* Bob reported he had been on the HOPE program for seven years.
* April reported United Way grants had ended with agency presentation and the Board would be making recommendations soon.
* Shawna reported the CDBG and HOME Consolidated Plan had been approved and would be submitted to HUD. Allied Churches was funded for a commercial kitchen upgrade and funding for a Coordinated Assessment position and matching funds for HOPE & STEPS was approved.
* Robin reported Habitat reported the housing information session last week went very well and a lot of senior seemed to be in need of housing.
* Joel reported through the two grants they were at 76% capacity. The majority of the grans were for one bedroom properties.
* Monika reported the rapid rehousing at ACAC was moving forward. They were able to get some landlords from the April fair housing training. They currently have four people house and are looking for six in May. This event is coming from the partnership of United Way, ACAC, and Jason Debur through a MOU signed for Oak Pointe.

**Discussion**

PIT Count and Housing Inventory Chart:

Kim report HUD has extended the submission deadline to May 15th. NCCEH staff are working agencies to validate 2015 PIT and Housing Inventory data. Alamance’s data has been submitted.

Coordinated Assessment:

Kim reported the link <http://www.ncceh.org/files/5849/> can be reviewed by members. The BoS Coordinated Assessment Council has identified several core elements of coordinated assessment plan. This link will include all of core elements.

2015 CoC Application Update:

Kim reported April 28th that HUD released the registration for the FY 2015 CoC grant completion. Kim will be ACICHA’s representative on the Score Card Committee since there were no volunteers. Agencies interested in applying for new projects in the CoC competition are asked to complete the Intent to Apply for posted at <http://bit.ly/1LEDJDzO>. Most the money in the CoC Application is for permanent supportive housing and possibly rapid re-housing.

Webmaster Training:

Kim reported HUD as mandated CoC Regional Committees minutes are public record. NCCEH will train Regional Committee webmasters on updates and uploading files to the Regional Committee’s webpage. Jan Bowman will be ACICHA’s representative. The training will be on May 19th from 10:30 am-11:30 am.

NCCEH Data Center & HMIS Update:

Kim reported CIHN is no longer being used. The Michigan Coalition to End Homelessness (MCAH) formally assumed the role of HMIS lead for North Carolina on May 1st. NC HMIS is the replacement. Any questions about the data and NC HMIS should be referred to [hmis@ncceh.org](mailto:hmis@ncceh.org) or 919-410-6997.

Kim reviewed upcoming meetings:

PSH Submittee-May 18th from 10:30 am to 11:30 am

Scorecard Committee-2 May meetings-Kim will be attending

Regional Committee Structure workgroup- May meeting to start work and Kim will be attending

Written Standards workgroup-May meeting to start work and Kim will be attending

**Coordinated Assessment**

Kim reported three MOUs have been received from RTSA, FAS, and ACAC. All partners need to sign them and we cannot officially start the coorindated assessment process until all partners have signed.

**Additional Item:**

Kim asked ACICHA member to consider taking a stand to help Council with their movement on the Comprehensive Plan since it contains an important housing section which would be extremely beneficial to the community due to the lack of affordable housing. Ron Osbourne indicated he did not feel comfortable voting on anything until he has reviewed the Plan. Legal Aid will abstain from any voting on this issue and will only be available to observe. An update will be presented at the June 4th meeting and which will include a vote on how ACICHA can best fit into helping push the housing agenda for the Comprehensive Plan.

**Next Meeting** – Thursday June 4, 2015, 2:00 at the City of Burlington

4:46 PM Adjourned

Respectfully Submitted, Shawna Tillery, City of Burlington