Hertford County Regional Committee to End Homelessness Special Called Meeting Tuesday, November 10, 2015 9:00 am

Present: Kathy Bennett, S.A.F.E.; Shameka Hayes, CADA at RCCC; Peggy Taylor, Britton Ministry; Tyrone Lindsey, Ahoskie Housing Authority; Rev. Jeff Douglas, St. Thomas Episcopal Church; Jacqueline Melton, CADA; Nicole Boone, RCCHC/Health Access; Wendy Futrell, CADA; Tremaine Kwasikpu, RCCC; Michele Garrett, Ahoskie Police Department; Pat Byrd, RCCWJC

Call to Order/Roll Call

Mr. Lindsey called the meeting to order at 9:10.

Introductions

Kathy Bennett from SAFE was filling in for Tammie McCarter and introduced herself to the group. Shameka Hayes was also introduced and she works for CADA but has her office at the Roanoke Chowan Community College. She will also be participating in filling out the Emergency Screening and V-SDAT.

ERG Application update

Ms. Futrell reported that the project grant and the Regional application were all submitted on time.

Coordinated Assessment

Pat Byrd passed out copies of the draft Coordinated Assessment plan the subcommittee brought for review, discussion, changes with all attachments. The group reviewed every question individually and made additions, corrections and changes. Pat reminded all those on Attachment A that she needed their signed memorandum of understanding and their program rules to be part of this submission. Pat agreed to pick up Hertford County DSS and others will send them electronically by Wednesday afternoon. Rev. Douglas indicated that he may want to be added to that list. Jacqueline Melton made a motion to accept the Coordinated Assessment Plan with the changes we made today. Shameka Hayes seconded the motion. A vote was taken and the motion was carried.

Pat reviewed the duties of the Coordinated Assessment Lead such as bringing an update each month and problems, issues for discussion to this committee; reporting quarterly to the CAC; and making sure grievances come to the committee to be addressed in the timeframe in our plan. The group was asked to make nominations for the lead position.

Pat Byrd nominated Jacqueline Melton to be the Coordinated Assessment Lead. Peggy Taylor seconded the nomination. No other nominations were made. A vote was taken and the motion was approved. Ms. Melton accepted.

Next Meeting

Discussion followed regarding when we would meet next since we have had several called meeting to meet our deadlines. Mr. Lindsey suggested we meet next on December 14th at 10:00 am and the group was in agreement.

Adjournment

As there was no other business, the meeting was adjourned at 10:30.