**Hertford County Committee to End Homelessness Meeting Minutes Monday, July 25, 2016 10:00 am**

**Present: Pat Byrd, Roanoke Chowan Christian Women’s Job Corp; Peggy Taylor, Britton Ministries, Brenda White, S.A.F.E.; Nicole Boone, RCCHC/HHA; Glenda Simmons, DSS; Michele Garrett, APD; Cherri Brunson, Hertford County Public Health Authority; Angel Sease-Brown, Nuvizions; Monte Cooper, Social Security Administration.**

1. Call to Order/Roll Call – (Ms. Futrell was not able to attend and requested that Ms. Byrd, Secretary facilitate the meeting.) Pat Byrd called the meeting to order at 10:10 am. Roll called determined the individuals above were present.
2. Introductions - Ms. Byrd called on Cherri Brunson, Hertford County Public Health Authority; Angel Sease-Brown, Nuvizions; and Monte Cooper, SSA who introduced themselves and their agencies. Everyone welcomed them to the meeting.
3. Reading and approval of the previous minutes - The minutes were reviewed and Glenda Simmons made a motion to approve the minutes with a second by Nicole Boone and the motion was carried.
4. BOS CA Exchange Highlights - Ms. Melton was not present and no report was given. However, with new members present Ms. Byrd gave a brief explanation of the coordinated assessment process locally and across the State and the purpose. She explained the work of the Coordinated Assessment Group monthly meeting.
5. ESG/COC Applicants- Ms. Byrd shared that the regional committee had received an email from Ms. Surface, CADA that she needed to receive more information to determine if they could/would apply for the funds. Ms. Nicole Boone’s name and contact information was sent by Mr. Lindsey as the ESG lead for our committee and information should be sent to her soon. Ms. Boone will get this information to Ms. Surface/Ms. Futrell as soon as it is received. Ms. Byrd will look on the website for more explanation on the COC applications and will help facilitate CADA finding/receiving that information.
6. Hertford County Public Health Authority - Ms. Cherri Brunson discussed the HOPWA Program, Housing Opportunities for Persons with AIDS. The program provides 2 types of short-term housing assistance to eligible participants: short-term rent, mortgage, and utilities assistance (STRMU) and short-term supported housing assistance. Eligibility is determined by HOPWA guidelines: the household has at least one person diagnosed with HIV/AIDS and the total household income is less than 80% of the area median income along with other required documentation of financial need. The group was very grateful and interested in this information.
7. Regional Committee Restructuring Proposal

The deadline for completing the restructuring plan is July 31st. Ms. Byrd had printed off a copy of the outline and offered if anyone would like a copy to review they can. One was taken.

Ms. Byrd reported that Mr. Lindsey had requested a conference call with Brian Alexander during our next meeting. Ms. Byrd asked everyone to be prepared with their questions for Mr. Alexander.

1. Coordinated Assessment - Ms. Murphy could not attend the meeting but sent her report with Ms. Simmons for June results

# of Prevention and Diversion Screens 2

#VI-SPDATs 0

#Referrals 0

SSVF 0

FFH 0

PSH

Outstanding Issues Ms. Simmons brought us up to speed on one issue

Grievances 0

Gaps in Current System none reported

Ms. Byrd read the email from Amy Modlin regarding the requirements for referrals to Trillium Permanent Supportive Housing

1. Agency Reports - Ms. Angel Cease-Brown discussed her agency Nuvizions and the criteria for those with mental health or substance abuse issues. The group asked many questions and much discussion and was excited to have a mental health provider come and be on our committee.
2. Adjournment - The meeting was adjourned at 11:15.

Respectfully Submitted,

Pat Byrd, Secretary

Corrected minutes 9/15/16