**Hertford County Committee to End Homelessness**

**Meeting Minutes November 28, 2016**

**Present: Pat Byrd, Secretary; Sonya Williams, Vidant; Lakitra Claude, Trillium; Melissa Eastwood, Trillium, Ray Scaffa, River City CDC; Kenny Igleheart, Salvation Army; Nicole Boone, RCCHC/Health Access; Brenda White, S.A.F.E.**

1. Call to Order/roll call Ms. Futrell was not present so Ms. Byrd facilitated the meeting and called the meeting to order.
2. Introductions -Ray Scaffa from River City CDC in Elizabeth City and Kenny Igleheart from the Salvation Army in Elizabeth City were new to the group and introduced themselves. Everyone welcomed them and were so glad they responded to our invitation.
3. Reading and Approval of the Minutes from the Previous Meeting - The minutes were reviewed and Melissa Eastwood made a motion to accept the minutes with a second by Sonya Williams and the motion was passed.
4. BOS CA Exchange Highlights - Jacqueline Melton/Avis Murphy - Ms. Melton nor Ms. Murphy were at the meeting. No report was given.
5. ESG/COC Applicants – Wendy Futrell CADA - Ms. Futrell did not attend and Ms. Nicole Boone did not have any new information.
6. Coordinated Assessment

* Report from local CA subcommittee
* Review of Monthly numbers

1. # Prevention & Diversion Screenings (After the meeting Ms. Murphy called and reported 0) no other information was given
2. VI-SPDATs
3. # referrals
4. SSVF – veterans
5. RRH - Rapid Re-housing
6. PSH – Permanent Supportive Housing

* Outstanding Coordinated Assessment Issues

Grievances filed - none

Gaps in current system – COC reporting to State and meeting reports

1. Regional Restructuring and election/discussion of Regional Committee Officers

Chairman, Co-Chair, Secretary, Coordinated Assessment Chair, Point in Time Chair

Restructuring Planning Committee. The group discussed the problems they are experiencing with follow up and the COC reporting. The facilitator asked for election nominations. Ms. Byrd declined chairing the committee and repeated that this would be her last meeting. No one would accept the chairman position for the new regional structure. Ms. Byrd asked each member what they might be willing to do and what ideas they had moving forward. Based on everyone’s input, Lakitra Claude from Trillium was nominated by Pat Byrd to be the Secretary and it was seconded by Sonya Williams and the vote was carried. Melissa Eastwood from Trillium, was nominated by Ms. Byrd to be the Coordinated Assessment Chairperson, it was seconded by Nicole Boone and the vote was carried. The group agreed to recontact all of the Hertford County regular members as well as the contact list Ms. Byrd used from Trillium to contact potential new members. They will decide at the December meeting if they can move forward or not.

1. Agency Reports

Report out and recap of previous month from agencies present- no reports were given

Case conferencing of any special needs - none

For agencies receiving grants (COC, ESG, SSVF, HUD-VASH and others) # of people served and open units and other grantee issues. NA

1. Adjournment - After much discussion the meeting was adjourned at 11:45.am

**Please NOTE due to Christmas, the next meeting will be held on Monday December 19th, at 10:00 am at the Ahoskie Housing Authority Conference Room.**