**Present:** Anita Oldham, Christine Craft, Sandy Cavanaugh, Hope Pace, David Jacklin, Brian Alexander, Troy Bradley, Rachel Stein, Nitiki Kilgore, Chris Berg, Kristin Martin, Lanett Strickland, Marisol Tomas, Sandra McNeill, Adrienne Brady, Nicholas Faherty, Jamie Martina, Ana Oviedo, Tricia Crout, Emily Paris, Jenny Nordine, Michael Absher, Jane Zecher, Tim Jones

**Welcome and Introductions—Christine Craft**

 Christine Craft welcomed everyone to the meeting. Quick introductions were made.

**Approval of November 2012 Meeting Minutes—Christine Craft**

 Christine presented the November 13th, 2012 minutes for approval. They were approved by common consent.

**Quick Agency Updates**

 Christine and Brian Alexander will be meeting immediately following today’s meeting to discuss the results of the Henderson County Homeless Survey sent out to members of the Homeless Coalition about homeless services, barriers, etc. One immediate need recognized was that of community education. Christine invited agencies to present what their agency does in working with those experiencing homelessness in Henderson County for future meetings.

 David Jacklin with United Way announced that Vocational Solutions is inviting the community to tour their facilities on December 13th from 10-2pm. Flyers are available for pick-up next to the sign-in sheet or contact David directly for details.

 Tricia Crout with My Place INC announced My Place has 5 occupants in their apartment building at this time. Pannavati, president of My Place, visited youth shelters in California to get ideas for ways My Place can better their youth programs. Tricia invited the group to view their newsletter on their website, myplacewnc.org.

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

 The Continuum of Care application process was a large part of the steering committee call. CoC funds are distributed based on a tier process. Tier 1 is based on the Annual Renewal Need (ARN) minus 3.5% for the county or region applying for CoC funds are the likely projects to be funded. Henderson County is part of a region of 79 counties eligible to apply for funding. Henderson County has never applied for these CoC funds. The CoC funds available to the region are approximately 4.4 million enough to cover the Balance of State renewals but not enough to add new projects. Tier 2 includes other projects, or new projects. Homeward Bound’s application for a $150,000 Permanent Supportive Housing program will likely fall into Tier 2. These projects fall outside the annual renewal need and will be funded if extra funds become available through HUD. Homeward Bound’s application will have to be voted on by the Coalition by December 31st in order to receive funds if they are awarded. Christine Craft will forward the application to the group at large to be voted on. Brian has asked the steering committee to consider scoring new projects higher due to the change in the process.

**Guest Speaker—Marisol Tomas, Outreach for Homeless Vets**

 Marisol Tomas presented to the Coalition the services and eligibility requirements for the VA Medical Center in Asheville. Her power point will be forwarded to the group with updated information by Christine.

 Eligibility for Vets is based on their DD-214 discharge paperwork. If they have a dishonorable discharge they may still be able to access services. The VA Medical center services a 20 county region and is looking to expand its outreach in rural communities such as Henderson County. Outreach consists of partnerships with Project Connect at the Annual Stand-Down event served approx. 195 Vets the year before last; lots of services at one location. Project CHALENG survey helps them identify the top 3 needs among Vets

and focus on them. The Center also has a Veterans Justice Outreach coordinator that acts as a full-time liaison between the Vet and the judicial system. They work closely with ABCCM with the Grant Per Diem which helps house vets at a renovated hotel in Asheville with a 188 beds. This also includes placement with 1st Blue Ridge in Ridgecrest where men and women can stay. They also collaborate with HUD through their HUD-VASH housing program to help Vets access housing vouchers, approx. there are 145 vouchers available to serve the chronically homeless, since 2008 approx. 116 Vets have been placed in home. They are currently waiting on more vouchers for this year. The Center also participates in the National Call Center for Homeless Vets which helps connect Vets to services and resources in their area. Marisol also noted that ABCCM SSVF which provides Rapid Re-Housing, financial assistance, and care management is looking for referrals. Marisol also mentioned they are looking for more ways to collaborate and service Vets in Henderson County through the VA offices here. For more information see Marisol’s power point.

**Point in Time Count Training—Homeward Bound staff-Asia James**

 Asia James, Homeward Bound, offered suggestions and best practices while performing the upcoming Jan. 30th Point In Time (PIT) count. The PIT count will help Henderson County get a snapshot of homelessness in the county on one night. Two sheets were passed to the group at large; the PIT Tally Sheet and the PIT count “survey” used to gather specific information. The focus will be mainly to collect data from our shelters, hospitals, jails, food pantries/meals, and local service agencies about the night-time residency of those who qualify as “literally” homeless according to HUD’s definition. Below is some guidance for specific questions on the PIT survey. \*\*The numbering should align with the corrected PIT 2013 survey done by Brian Alexander.

 #1 if someone says they have already filled out a PIT survey at another agency, complete it anyways. Duplicates can be removed at a later time. It’s better to capture their information just in case.

 #3 Hispanic/Latino needs to added to Race options.

#4 if it is a family, the survey should be filled out using the Head of the Households initials and information.

 #7 domestic violence can include that of a witness or victim of DV this could be as either an adult or child.

 #8 “on the street” can include places not meant for human habitation (without electricity and water); if they have a private dwelling, still turn in the form, but no need to complete the remainder of the survey; motel/hotel option needs to be added to survey, HUD says if the individual is paying for that nights rent they are *not* homeless, if an agency is paying for that nights rent they *are* homeless.

 #9 focus on the most recent episode of homelessness, some may say they have been homeless for 20+ years, but try to help them think through if they experienced any stages of stability over that time; remember this is based on HUD’s literal definition of chronic homelessness. Definitions can be found on the Tally Sheet for your use.

If your agency needs volunteers to help with the PIT count contact Christine Craft. Also, feel free to share the above information on how to collect the PIT count data correctly with other agencies or your volunteers.

 Brian Alexander will make the needed corrections to the PIT survey. Please try to turn in the Tally Sheet by the February 12th HCHC meeting to Brian. Brian will be available to answer questions while collecting the PIT data at (828)776-7375.

**Next Meeting:** 10 am; January 8th, 2012 at Blue Ridge Community Health conference center

Respectfully Submitted by: Troy Bradley