**Johnston County Regional Housing Committee**

**NC Balance of State Continuum of Care**

***Meeting Minutes from December 19, 2013***

**In Attendance:**

Tonia McCormick, Johnston County Health Department

Melissa Payne, Johnston County Mental Health Center

T. Nicole Jones, Johnston-Lee-Harnett Community Action

Pam Radford, Johnston County Mental Health Center

Wendy Tomlinson, Monarch

Estrella Patino, Benson Housing Authority

Rena Warren, Essential Supportive Services

Keith Curtis, Smithfield Housing Authority

Mike Sansevero, Streets to Homes

Cherri Swails, Johnston Recovery Services

Gil Pagan, Light to the Nations

Kelly Freese, Johnston County DSS

Tina Ray, Johnston-Lee-Harnett Community Action

Rob Maglicic, Carolina Support Services

**Introductions:**

Attendee introductions were made.

**Approval of Meeting Minutes:**

Motion was made by Rob Maglicic and seconded by Wendy Tomlinson to accept the minutes from the November 19, 2013 meeting with no corrections being noted.

**BoS Steering Committee Meeting Updates from 11/5/13**

* Discussed plan for reviewing CoC funding applications
* Conference calls scheduled for January including special meetings for project reviews and steering committee
* Contact information for Point-in-Time count point person to be sent to Balance of State by January 6
* Election for Regional Lead and Alternate to be held in January at our regional meeting and then need to notify BoS
* Regional Lead and Alternate to attend day-long, in-person Regional lead meeting in Raleigh on March 4
* Regional Committees need to schedule meeting with Amy Cole at DHHS to discus 2013 ESG application

**Point-in-Time Count**

Rob Maglicic has collected bags, water bottles, and a variety of other hygiene items for the bags. Kelly Freese also has contributions to drop off. Bags will be put together at Carolina Support Services. Discussed best locations for counting stations. Determined that it would be best to set up in Smithfield, Clayton, near 40/42, Selma, and Benson. Melissa Payne to send letters to area police chiefs and the sheriff’s department requesting input. Melissa Payne to participate in BoS webinar for further instructions on conducting the count. Forms have not been released yet.

**Announcements:**

Carolina Support Services

* Soccer and Community Resource Fair has been scheduled for April 11th but place has yet to be determined

Community Action

* Offices will be closed 12/23/13-1/2/14

**Adjournment:**

The next meeting will be held on January 23, 2014 at 10:30 am at the Johnston County Mental Health Center Conference Room.