**Piedmont Regional Committee**

**Executive Committee Meeting Teleconference
Meeting Minutes**

**Date: Wednesday, October 5, 2016**

**Meeting Facilitated By: Nicole Dewitt**

**Regional Committee Leadership**

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| --- | --- |
| **Position** | **First & Last Name** |
| Regional Lead | Nicole Dewitt |
| Alternate Lead | Melissa McKeown |
| Coordinated Assessment Lead | Ginny Rainwater |

 **Attendees**

|  |  |  |
| --- | --- | --- |
| **First & Last Name** | **Agency** | **Contact Information** |
| Nicole Dewitt | Community Link |  |
| Ed Hosack | Cooperative Christian Ministries |  |
| Patricia Bryant | Cardinal Innovations |  |
| Sherry Smith | Rowan Helping Ministries |  |
| Salem Taylor | Homes of Hope |  |
| Melissa McKeown | Union County Community Shelter |  |
| Gayle Whitehead | Family Services of Davidson County |  |

**Standing Agenda Items**

**September 7, 2016 meeting minutes approved by common consent.**

**BoS Steering Committee meeting highlights**

**Targeting Program/Key Rental Assistance**

 The Targeting Program is a statewide program that reserves some low-income tax credit units for people who have disabilities. Participating referral agencies refer clients with disabilities to apply for these units. Key Rental Assistance provides some financial assistance to people in the Targeting Program who have very low incomes to make the units affordable. These programs provide opportunities for communities to expand their permanent supportive housing stock.

 Referral agencies for these programs are usually community-based agencies that provide services to people with disabilities of any type. These agencies help clients by assisting with the application process and providing ongoing and voluntary services to help them maintain housing.

 NC DHHS has nine regional housing coordinators who manage the referral process for the Targeting Program. Agencies interested in becoming referral agencies should contact the housing coordinator for their region.

**Collaboration with Public Housing Authorities**

 HUD sponsored a meeting with Public Housing Authorities (PHAs) on September 21, 2016. The meeting was an opportunity to connect PHAs to CoC leadership and to engage with a panel of experts who have implemented strategies to use public housing and Housing Choice Vouchers to serve homeless households. PHAs offer the largest stock of affordable housing in most BoS communities. Regional Committees are encouraged to reach out to their local PHAs to create a system of mutual support.

**2017 Point-in-Time Count and HIC**

 The 2017 Point-in-Time Count and Housing Inventory Count will be held on the night of

Wednesday, January 25. The Point-in-Time Count is the count of homeless people. It is based on HUD’s definition of literal homelessness, which means people will be counted in three places: emergency shelters (including domestic violence shelters and cold weather shelters), transitional housing designated for homeless people, unsheltered locations (people sleeping on the streets, in parks, in cars, in abandoned buildings, in bus/train stations, in encampments)

The Housing Inventory Count (HIC) is an inventory of programs that provide shelter or housing to homeless people. This includes emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing.

Salem Taylor and Nicole Dewitt agreed to share regional lead duties. Salem will lead the PIT count and Nicole will lead the HIC inventory.

**ESG Application Update**

 The ESG application and instructions were released on September 23. These materials are

posted on NCCEH’s website. The Piedmont Region had 8 agencies who emailed an interest in applying for ESG funding and 7 who are actively participating. The agency grant applications are due to grant writers and Nicole Dewitt by Friday, October 19 and the regional application is due to ESG office by Friday, October 21, 2016.

**HMIS & AHAR Update**

 The AHAR is a report to Congress on the extent and nature of homelessness in the United

States. The AHAR estimates the number of homeless people in the country, their characteristics, and their service use. It also estimates the capacity of programs to serve and house homeless people. AHAR data helps us understand the needs of homeless people in our communities and informs local homeless assistance planning. The AHAR is based on three sources: HMIS data, Point-in-Time Count data, and Housing Inventory Chart data. The completeness and quality of agencies’ HMIS data is important to ensure the AHAR is complete and accurate. HMIS data from October 1, 2015 to September 30, 2016 is included in the AHAR. Any person who entered emergency shelter, transitional housing, or permanent supportive housing during this time is included in the report. Data is reported for individuals and families, and is also collected for veterans. Agencies can help improve data quality by doing the following: complete the HUD verification for disability data, exit clients who are no longer enrolled in program, contact the Data Center to update the bed inventory

 The Data Center will be sending emails to agencies with timelines and instructions to ensure data is cleaned prior to AHAR submission. Draft data must be submitted by October 31, 2016 and final data submitted by December 1, 2016.

**PRC Coordinated Assessment**

* CA Exchange Call will be October 11, 2016
* Quarterly reports due to Ginny Rainwater on October 5, 2016 and due to NCCEH on October 15, 2016.

**PRC Regional Lead**

PRC Regional Lead elect is due to Balance of State by end of year. Elections and vote must happen at December meeting.

**Other Agenda Items**

None reported

**Next meeting date, time, & location: PRC Quarterly Committee meeting is December 14, 2016, 10am-12pm in Davidson County.**

**Next Executive Committee Teleconference Meeting is Wednesday, Nov 2, 2016 at 9:30am.**