



North Carolina Balance of State Continuum of Care

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NC BoS CoC Steering Committee Meeting

January 8, 2019 Minutes

Regional Leads Present: Destri Leger, Emily Lowery (for Trina Hill), Casey McCall, , Natasha Elliott, Nicole DeWitt, Marie Watson, Emily Locklear, Joel Rice, LaTasha McNair, Jim Cox

At-Large Members Present: Dora Ann Carter, Todd Rosendahl, Ryan Carver, Parker Smith, Deena Fulton, Eric Edwards, Angela Harper King, Bob Kurtz

SC Members Absent: Mollie Thompkins, Thea Craft, Lisa Phillips

Interested Parties Present: Brooke Hudson, Tujuanda Sanders, Janice Sauls, Mary Erwin, Melissa Eastwood, Sonia Gibbs, Lori Watts, Monica Frizzell, Lynne James, Leonard Tillery, Teresa Robinson, Tonya Gray, Erin Ashton, Marsha Basloe, Lucas Vrbsky, Joshua Edwards, Michele Knapp, Melissa McKeown, Brian Fike, Paulette Wall, Jessa Johnson, Teena Willis

NCCHEH Staff Present: Brian Alexander, Ehren Dohler, Bagé Shade, Jasmin Volkel, Jenn Von Egidy

Approval of Consent Agenda

- The Steering Committee restructuring proposal included changes to the topics that are covered during Steering Committee meetings. The proposal recommended that standard updates and voting items that do not require in-depth discussion be put in a “board packet” that is sent to Steering Committee members for review prior to the meeting. The voting items are included in this packet as a “consent agenda.” The consent agenda will be voted on as a whole at the beginning of each meeting. Steering Committee members may request to move an item from the consent agenda to the regular agenda, if they feel it requires additional discussion.
- The consent agenda was sent out prior to the meeting and is posted at: <https://www.ncceh.org/files/9854/>
- There being no changes needed, the consent agenda was approved by common consent.

2019 Steering Committee Meeting

Each member of the 2019 Steering Committee provided an introduction and answered the following questions:

- What unique experience do you bring to the Steering Committee?
- What do you hope to accomplish with the Steering Committee this year?

Region 1: Destri Leger, Outreach and Development Coordinator at Center for Domestic Peace, served as Alternate Lead last year. She has unique experience for serving Domestic Violence victims in a rural setting. She is excited to be a part of the Steering Committee and to bring information back to her community.

Region 4: Casey McCall, Director of Shelter Services at Salvation Army of Greater Hickory Area, has 10 years of experiencing working with persons experiencing homelessness. He has been a county lead for his local task force and has attended previous Steering Committee meetings. He hopes his position on the Steering Committee will allow him to better inform his region of opportunities and pass along information.

Region 5: Nicole Dewitt, Director of Community Outreach at Community Link, has worked at her agency for 15 years and has served as Region 5 lead for several years. Community Link is represented in Regions 5, 6, and 9. They are a CoC grantee and recently acquired additional CoC grants from Cardinal Innovations. Nicole stated that she has seen the Steering Committee get more organized with each year, and she hopes to assist in facilitating the processes to become more streamlined. She mentioned the increase in support for intense processes, such as applying for ESG funding, and hopes to see continued technical assistance.

Region 6: Natasha Elliott, Executive Director of Central Piedmont Community Action, has been at her agency for 15 years and served as Executive Director for 3 years. She is excited to have Chatham County represented on the Steering Committee. She hopes to bring information back to her county and her Regional Committee.

Region 7: Marie Watson, Executive Director of Johnston-Lee-Harnett Community Action, has been at her agency for 40 years. Marie stated she has seen that people are not aware that homelessness is a problem in rural communities. She has a passion to serve those living on the streets. She sees her role as a mission and not a job.

Region 8: Emily Locklear, Executive Director, Southeastern Family Violence Center, has been at her agency for 5 years and has served as Regional Lead for 4 years. Her agency provides emergency shelter, and rapid re-housing in Region 8. She stated that 75% of her domestic violence clients are homeless. She hopes to represent her rural area and to speak to the vulnerabilities of the DV homeless population.

Region 9: Joel Rice, Cardinal Innovations, has been at his agency for 20 years and has been lead for 12 years. He hopes to mentor his community to encourage participation and to get through overwhelming processes. He hopes to get new players to take on leadership roles and looks to the Steering Committee for guidance.

Region 10: LaTasha McNair, Housing Manager at Eastpointe, has been at her agency 5 years and has been Regional Lead for 4 years. She has 15 years of housing experience. Eastpointe serves 10 counties and is represented in 3 Regional Committees. She hopes to get information to her communities on how to end homelessness.

Region 12: Jim Cox, Coordinator of Homeless Services at United Way of Pitt County, has been Regional Lead for 3 years. His background is in Social Work, and he has previously worked at Vidant Health and in Social Work education at East Carolina University. During his tenure on the Steering Committee, he has seen the evolution of how business is conducted and finds these changes exciting. He hopes to bring resources to his community.



At-Large Members

Eric Edwards works at Transylvania Association for Disable Citizens and has lived experience. He previously worked as a Shelter Manager at the Emergency Shelter he had previously been a resident at. He hopes to bring his experience and give a voice to those who are unheard. He is interested in the statewide perspective of the Steering Committee, and he is eager to contribute. It is an honor and privilege to serve.

Ryan Carver works as a Certified Substance Abuse Counselor and Peer Support Specialist at Family Preservation Services in Rutherford County. He identifies as having lived experience and long-term recovery from substance abuse. He hopes to learn more, grow, and share his insights with the Steering Committee.

Deena Fulton, program manager for the NC Coalition Against Domestic Violence, has worked in sexual and intimate partner violence prevention and advocacy for 6 years and has served on the NC BoS CoC Coordinated Entry Council for 2 years. She hopes to help identify ways to make homeless services in the CoC better to serve domestic violence survivors and their children and to help housing service providers and domestic violence service providers work together more effectively. She hopes to support prevention efforts for families over generations.

Dora Ann Carter, Executive Director for Halifax Department of Social Services, represents the multiple services provided by the Departments of Social Services. She has a state-wide perspective due to her work in 85 NC Counties to review Child Welfare case files and also licensed child residential facilities. She also serves on the NC DSS Directors Association and hopes to bring information to other DSS Executive Directors across NC. She hopes to learn more about homeless sub-populations and to be able to bring information back to her county.

Parker Smith, Attorney at Pisgah Legal Services, provides legal aid services in Western NC. She works on the Landlord-Tenant team and to prevent evictions and review substandard living conditions. She has been on the Steering Committee for 1 year and hopes to contribute with her perspective and background, as well as to continue learning.

Todd Rosendahl, Associate Director of Southern US with Point Source Youth, provides technical assistance to develop housing solutions for youth in rapid re-housing, host homes, and family strengthening services. He has previous experience working at Time Out Youth and Equality NC. He hopes to gain a better understanding of homeless youth in the NC BoS CoC and better serve the 18-24 age range.

Bob Kurtz serves as a Senior Psychologist in the Division of MH/DD/SAS, Justice Systems at North Carolina Department of Health and Human Services. He brings his connections to the Justice System and his role as state coordinator of the Crisis Intervention Teams that teach law enforcement how to effectively interact with persons experiencing behavioral health problems. He hopes to improve behavioral health and justice systems that interact with the homeless population.

Angela Harper King, Supportive Housing Specialist in the Division of MH/DD/SA Services, Community Mental Health at NCDHHS, brings her 29 years of unique experience and knowledge



working in human services and 18 years working in housing. She oversees the Oxford housing program and coordinates with the program manager for PATH, and NC LME/MCO housing staff. She understands that unstable housing affects the person and believes in providing housing, particularly housing with supportive services. She hopes to serve on the Policy and Advocacy Subcommittee.

Jessa Johnson, Supportive Housing Policy Director, Department of the Secretary at NCDHHS, works with the Transitions to Community Living (TCLI) initiative and has a meeting conflict with the Steering Committee most months. She hopes to participate or have someone from her office participate in the Steering Committee as able.

2019 Steering Committee Roster

Region	Regional Lead	Regional Alternate
Region 1	Destri Leger, Center for Domestic Peace/REACH of Macon County	
Region 2	Trina Hill, Henderson County DSS	Emily Lowery, The Haven of Transylvania
Region 3	Casey McCall, Salvation Army	Teena Willis, Partners Behavioral Health Management
Region 4	Mollie Thompkins, Partners Behavioral Health	Kevin Hege, Surry County Veteran Services
Region 5	Nicole Dewitt, Community Link	Melissa McKeown, Union County Community Shelter
Region 6		Natasha Elliott, Central Piedmont Community Action
Region 7	Marie Watson, Johnston Lee Harnett Community Action Agency	Tonya Gray, Safe of Harnett County
Region 8	Emily Locklear, Southeastern Family Violence Center	Rosemarie Glenn, My Refuge
Region 9		
Region 10	LaTasha McNair, Eastpointe	DJ Cole, 4 Day Movement
Region 11		
Region 12	Jim Cox, United Way of Pitt County	Lynn Alligood, Mid-East Regional Housing Authority
Region 13		
At-large Members: Lived Experience		
	Eric Edwards, Transylvania Association for Disabled Citizen	Ryan Carver, Family Preservation Services



At-large Members: Partner Sectors	
Deena Fulton, North Carolina Coalition Against Domestic Violence	Parker Smith, Pisgah Legal Services
Thea Craft, NC Housing Finance Agency	Todd Rosendahl, Point Source Youth
Dora Carter, Halifax DSS	
At-large Members: Government	
Angela Harper King, NC DHHS, Division of MH/DD/SA Services	Lisa Phillips, NC Homeless Education Program, DCDPI
Bob Kurtz, NC DHHS, Crisis Intervention Team	

Special Approval for Regional Elections

The 2018 NC BoS CoC Governance Charter states that no one agency can hold more than 2 elected positions per region. However, a region can request special approval from NCCEH and the NC BoS CoC Steering Committee.

- Region 5: Community Link will hold 3 elected positions. Nicole Dewitt has served as regional Lead for multiple years. Her work on the Regional Committee is part of her job description. Additionally, Community Link receives a SSO-Coordinated Entry grant and serve as Coordinated Entry Lead. For their region, the Coordinated Entry Lead position makes the most sense to also serve as webmaster.
- Region 8: Southeastern Family Violence Center will hold 3 elected positions. Emily Locklear has served as Regional Lead in the region for multiple years. She also has staff that serves as Regional Alternate, and their agency also serves as Coordinated Entry lead.
- A motion was made to approve Regions 5 and 8's special request for an agency to hold more than 2 elected positions [Edwards, Cox]. All in favor, none opposed.

Next Steps

- All Steering Committee members will need to complete the conflict of interest form.
- All Regional Committees are asked to submit names and contact info for their leadership positions to NCCEH staff: https://docs.google.com/a/ncceh.org/forms/d/1hYSIT_-_RotZxcp9IEGA8FHGSJuKsn6527pNtICZjxZo/edit?usp=drive_web
- Watch the Steering Committee Orientation Webinar: This webinar is highly encouraged for new Steering Committee members and a good refresher for standing Steering Committee members
 - Recording: https://recordings.join.me/OsbXgZRUKUppiko_m5AA



2019 Steering Committee Schedule

January 1/8/19*	July 7/2/19
February 2/5/19	August 8/6/19
March 3/5/19	September 9/10/19*
April 4/2/19	October 10/1/19
May 5/7/19	November 11/5/19
June 6/4/19	December 12/3/19

- Please note months with an asterisk are held on the 2nd Tuesday of the month due to holidays.
- Steering Committee meetings are generally held the first Tuesday of the month except for when there is a holiday or event that conflicts with that date.

Back@Home

Back@Home was formed in the aftermath of Hurricane Florence to administer a disaster re-housing program, using case management and housing navigation services.

- Disaster shelters have now been closed since November 9 but many affected by the hurricane are still displaced, in emergency shelters and on the streets. Back@Home is continuing to ramp up capacity to serve these households.
- Disaster survivors may call 211 to be screened for Back@Home. 211 screening is not a guarantee of assistance.
- Emergency shelters may have clients being served by 3 agencies that are providing Back @ Home housing services: Trillium, Volunteers of America, and Southeastern Family Violence Center.
- For more information, visit the website: [https://www.backathome.org/Staff solicited questions or feedback](https://www.backathome.org/Staff%20solicited%20questions%20or%20feedback). *None expressed.*

Point-in-Time Count

- Goal: The NC Balance of State CoC will complete accurate and comprehensive Point-In-Time and Housing Inventory Counts in 2019



- Regions should use the PIT count as a way to connect with folks who may be living unsheltered and offer to engage with them to help build rapport. Staff suggest using this year’s PIT count as a kick-off to regional street outreach activities, providing service resources and collecting contact information so that local providers can follow-up with them. This is also a good chance to just introduce yourself and have a conversation that may later lead to someone engaging in services.

PIT/HIC Lead Roster

- Region 1: Judith Alvarado
- Region 2: Emily Lowery
- Region 3: Teena Willis
- Region 4: Mollie Thompkins
- Region 5: Andrea Merriman
- Region 6: LaTanya Faust/ Jai Baker
- Region 7: Debbie Cole
- Region 8: Emily Locklear
- Region 9: Monica Kearney
- Region 10: Candice Roundtree
- Region 11: Erica McCloud
- Region 12: Jim Cox
- Region 13: Lenize Patton

PIT Status Update

- Every region was expected to submit their 2019 Regional Committee Planning Worksheet.
- Ensure that there is 100% coverage for entire region. Every county should be counted.
- Recruitment and training of volunteers is underway in most regions this week and next week.
- Communication to county leads is being done through the region’s PIT Lead.

Upcoming Status Calls and Trainings

Jan 4	<ul style="list-style-type: none"> • Status Call @ 10 AM • Training @ 11 AM: Unsheltered Count-Data Collection/Mobile App
Jan 18	<ul style="list-style-type: none"> • Status Call @ 10 AM
Jan 25	<ul style="list-style-type: none"> • Status Call @ 10 AM • Training @ 11 AM: Sheltered Count: Data Collection for non-HMIS sheltered count

PIT/HIC Resources

You can find a variety of these resources on the NCCEH website. Be sure to check the website for updates on resources that become available. There are some great links to advertisement examples, templates for social media pages and posts, and training recordings from NCCEH.

- Resources for Conducting a Point-in-Time Count: <https://www.ncceh.org/datacenter/pointintimehowto/>
- 2019 PIT/HIC Lead Orientation Webinar: https://recordings.join.me/S_LNRuUcq0qmOOy9b-9ndg



- Unsheltered PIT Training:
<https://recordings.join.me/XkREG9DDC0aLEwWDkkqpfq>
- Conducting a Youth Homelessness Count:
<https://recordings.join.me/8aW5GVM5akud6p55bP8AVg>

Staff solicited questions.

- Jim Cox expressed concern that paper forms would not be used in the unsheltered count and only the phone App would be available. He worries that his volunteers will not be savvy enough to use the App or will be hesitant to utilize their personal devices.
- NCCEH staff members gave the following points about using the App this year:
 - The App is for the unsheltered count only. Shelter counts will either be through HMIS technology or non-HMIS agencies will have a paper survey.
 - The App has been proven by other CoCs, including other Balance of States, to be the most effective method for an accurate count. Feedback given to NCCEH is that only one method should be utilized. Therefore, we are only using the App.
 - Staff encourage volunteers to practice the App between now and January 18th so they can become comfortable with the technology and provide NCCEH with feedback.
 - The data center will call-in for your volunteer training when requested to help answer questions and trouble shoot any problems.
 - Paper surveys have provided poor data quality in the past. To accurately determine if the App is a superior method, we can not also utilize paper surveys at the same time. This year will determine whether electronic surveys are the most accurate and efficient way to capture PIT data.
- Regions are encouraged to reach out to the Data Center for assistance with their PIT count questions: hmis@ncceh.org or 919.410.6997

2019 ESG Awards and Process

ESG notified the LPA/Regional Committees on January 4, 2019 of their funding awards. NCCEH staff has not been able to break information down by region yet but has concluded that awards were lower than anticipated in the NC BoS CoC.

ESG Office Application Review Process

The NC ESG Office provided information on how they scored applications and determined the award amount.

<p>1. Application Sections 1-15</p>	<p>New applicants:</p> <ul style="list-style-type: none"> • Max score 140 points • Minimum passing 110 points <p>Renewing Applicants:</p> <ul style="list-style-type: none"> • Max Score 140 points • Minimum passing 100 points
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2. Application Activities: <i>Rapid Rehousing, Emergency Shelter, Homeless Prevention, Street Outreach, and HMIS</i>	New applicants: <ul style="list-style-type: none"> • Max score 30 points • Minimum passing 22 points Renewing Applicants: <ul style="list-style-type: none"> • Max Score 30 points • Minimum passing 20 points
3. Contract Performance Measures <ul style="list-style-type: none"> • Desk Monitoring – financial and client file • QPR • Requisition submissions 	Returning Applicants Only: <ul style="list-style-type: none"> • Max score 30 points • Minimum passing score 20

- The ESG office had each application reviewed by a 3-person team.
- If the applicant received a passing score in all 3 sections, then an award was determined
- \$\$ Amount requested x Tier status = award amount
 - Tier 1 = \$\$ request x 100%
 - Tier 2 = \$\$ request x 80%
 - Tier 3 = \$\$ requested x 50%

ESG Award in NC BoS CoC

The process for applying for ESG funding was very time intensive for regions, ESG Leads, and applicants.

- Nearly 25% of the funding NC BoS CoC was eligible for was not awarded. Agencies had a difficult time meeting the expectations of the ESG office.
- No new agencies which applied this year received funding. The CoC had an existing ESG grantee funded with a new project in an additional region.

Year	Eligible Amount	Award Amount	Remaining Amount	Percent Received
2019	\$2,507,060	\$1,905,060	\$602,000	76%
2018	\$2,417,354	\$1,781,466	\$635,888	74%



- The bulk of the funding went into Housing Stabilization programs.

Emergency Response		Housing Stabilization	
\$642,097	35%	\$1,187,714	65%
\$720,406	41%	\$1,037,059	59%

- Teena Willis wanted to clarify what she heard staff say: the NC BoS CoC received more ESG funding overall this year. She states that region 3 saw a significant decrease in funding.
 - Staff clarified that the NC BoS CoC award amount increased by 2%. Staff has not been able to do a breakdown of the regional awards but did see cuts in region 3.

ESG Process Conversation

The NC BoS CoC Steering Committee will discuss the ESG funding process at the February Steering Committee meeting. Regional Leads are encouraged to get feedback from their region, applicants, and ESG Lead on the process and ideas for how to adjust the framework for preparing applicants for the ESG competition.

- Questions to discuss at the February 5 Steering Committee meeting:
 - How are you feeling about the amount your region was awarded? What would change in your process in 2019 to increase the chances for increased funding?
 - Do you think the CoC needs to change the way it currently selects ESG applicants? Does running a local process at the Regional Committee level still make sense?
 - What ideas do you have for changes the CoC could make to ensure we get our entire pro rata amount?
 - What support is needed to assist current grantees or potential grantees to meet the increasing expectations from the ESG office?

Next Steps

- Come to the February meeting prepared to discuss the ESG funding process in the NC BoS CoC.
- We need final applications submitted from the following Regions by January 21: 1, 3, 4, 5, 6, 13.
 - Submission link: <https://app.smartsheet.com/b/form/5ee7f81f1e85420ab54e0e914ba392c9>



Meetings and Reminders

- **Funding and Performance Subcommittee** January 16, 2019 10 AM - 3 PM at NCCEH office
 - Call for committee members, E-mail: bage@ncceh.org

Funding and Performance Subcommittee

- Meeting schedule determined by subcommittee members
- Analyzes relevant data including, but not limited to, system performance measures, progress toward ending homelessness among subpopulations, and resource allocation
- Assists the Steering Committee to set goals and priorities for the CoC and to make funding decisions

- **Regional Committee Elections**
 - All Regional Committees are asked to submit names and contact info for their 2019 leadership positions to NCCEH staff.
 - https://docs.google.com/a/ncceh.org/forms/d/1hYSITRotZxcp9IEGA8FHGSJuKsn6527pNtICZjxZo/edit?usp=drive_web
- **Coordinated Entry Evaluation**
 - Service providers should complete this survey: <https://goo.gl/forms/0eMenUGf94A0v9at2>
 - Survey all VI-SPDAT recipients between January 6-19
 - Anyone entering a RRH or PSH program in 2018 should receive a survey
 - All surveys are posted under the information tab: <http://www.ncceh.org/bos/coordinatedassessment>
- **Steering Committee Orientation Webinar Recording**
 - Recording: https://recordings.join.me/OsbXgZRUKKUpiko_m5AA
- **PIT: Unsheltered Count Webinar Recording**
 - Recording: <https://recordings.join.me/XkREG9DDC0aLEwWDkkqpfq>
- **PIT: Conducting a Youth Count Webinar Recording**
 - Recording: <https://recordings.join.me/8aW5GVM5akud6p55bP8AVg>
- **Point-in-Time Status Calls**
 - Friday, January 18, 10:00-11:00 AM
 - Friday, January 25, 10:00-11:00 AM
- **PIT Webinar: Unsheltered Count Data Collection and Mobile App Training**, Friday, January 4
 - Recording: <https://recordings.join.me/jSNVI6C4zkaah1ZV5BF5tg>
- **PIT Webinar: Non-HMIS Sheltered Count Data Collection Training**, Friday, January 25, 11:00 AM - 12:00 PM

Next Steering Committee Meeting: Tuesday, February 5, 2019, 10:30 AM – 12:00 PM

