

Northwestern Continuum of Care
May 27, 2015
Data Quality Sub-Committee Meeting
Minutes

Present:

Carl Jenkins (NHE/NWRHA)
Nathaniel Morgan (Community Link (SSVF), Alleghany and Wilkes)
Bob Taylor (Hosp House)
Tina Krause (Hosp House)
David Barr (Easter Seals UCP)
Lori Watts (Smoky Mtn Center LME/MCO)
Denny Fernald (Charity House Missions - a potential shelter in Yancey Co.)

- **CoC Funding:**

- Expecting NOFA for Collaborative and Project Applications to be out in either late May or early June

(LW): The GIW was earlier than previous years, expect NOFA any time;
Need to update website with agendas and minutes of NW CoC meetings;
NOFA will set the guidelines and announce whether new funds are available, which has been concentrated on chronic homeless past several years.
NW CoC has 9 renewal projects: 2 Transitional, 1 SSO, and 6 Permanent
The process will include collaborative and project applications; we will backtrack deadlines for applications based on the competition deadlines.

- **Homeless Point in Time Count Results** from Wednesday, January 28, 2015

(LW): PIT was submitted to HUD HDX and to NCCEH in mid-May.

- **Annual Performance Reports (APRs) – Committee Review**

(LW): As part of the committee review process for the NOFA, project applicants need to send Lori APR's done since last year's application cycle: SSO (HH), Wintergreen (Easter Seals), THP (HH), and Rock Haven (HH)

- **HUD Training for CoC Programs via Webinar – Wednesday, June 3, 2015 2-4 pm:**

- Sharpening Your CoC Program Skills – good update for anyone running CoC program grants
- Register
at: <https://tdaevent.webex.com/tdaevent/onstage/g.php?MTID=ef4f6904553bab994726d7abec052be8a>

Reminder to register and tune into webinar.

- **NC HMIS (Homeless Management Information System) update - Governance Committee Update & Transition to MCAH (Michigan Coalition Against Homelessness as Administrator of NC HMIS)** – Hospitality House - Bob Taylor
 - System Admin, Agency Admin, and User Training – How is it going?
 - Face to Face Orientation with MCAH representatives – June?
 - Other updates regarding transition?

(BT): The outline of HMIS end user, CoC leader/exec director, agency admin, and system admin trainings/certifications were shared by MCAH and available through NC HMIS website; LW reported tuning into live webinar trainings, BT alerted most are available via recording.

Hosp House signed and returned the signed Transition Contract and Interim MOU.

Performance Agreement and Policies and Procedures are in review with the Governance Committee with expectation for the CoC to sign when finalized.

The in-person meeting with MCAH staff regarding the transition was in negotiation, but confirmed would be in Boone.

Noted that there was a letter from MCAH to the Governance Committee expressing concern about progress that caused a lengthy conference call among the GC; we emphasized this simply may be transition fatigue and everything will settle down when more CoC's conduct the migration training.

- **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – Hospitality House
 - Additional ESG funding – how allocated?
 - How many people currently served? Any room for additional clients?
 - How is reimbursement flowing from State to NHE to Hospitality House?
 - Are there any available funds for qualifying homeless in other counties?
 - What are criteria? Can someone unsheltered apply and if so what is needed?

(TK): Payments for ESG and RR are still slow.

Hosp House has updated the paperwork necessary to access the bonus awarded; includes covering license fees, Bowman (HMIS software provider), and transition (MCAH) fee is sufficiently covered in the award.

RR is now taking on new clients – must be a resident from one of our 7 service area counties.

There was a question of how we establish/verify county of origin; TK responded that RR is using the 60 day threshold, and accept third party verification.

RR will conduct outlying county outreach.

(LW): expect the new cycle of funding availability in late summer

- **Agency Updates**

Easter Seals:

One opening at Wintergreen, an application is pending.

There is a waiting list at the group home, an upcoming opening in Wilkes; Ashe and Boone apartments are full.

Has recently updated referral process with Daymark.

Upon discussion with Hosp House, will solidify referral process with Wilkes DSS, Emergency Room, Wilkes United Way, and BROCC.

Hospitality House:

Winter overflow shelter ended April 30th.

Call Graham for bed availability; 10 beds are available on demand

Seeking a PT Shelter Associate

In discussion with group in Wilkes that has secured \$30k for a Scattered Site

NHE/NWRHA:

“Trickle” mode for vouchers in all 7 counties

Operating one counselor down and no replacement in sight

Smoky Mountain:

Watauga Green scheduled to open in July; has 8 targeted units for disability

Had a training for referrals and will have another in June

Covington Way has an opening.

No units in Alleghany or Mitchell.

Held a Community Forum in Avery to publicize community resources and services for mental health, substance abuse.

Community Link (SSVF):

Funding focus on Rapid Rehousing

Has yet to locate anyone through SSVF services in Wilkes or Alleghany

Charity House Missions:

Has 501c3.

Has rented a facility in Burnsville, renovation completed for a thrift store and shelter (20 beds) in the facility – funded by church and volunteers. Looking to be involved in the CoC, has sought advice from Hospitality House.

- **Other Business** – need to get old minutes compiled and posted onto NWCoC website located on Hospitality House site to prepare for upcoming CoC grants competition
- **Upcoming Meetings and Dates:**
 - **Wed. 6/24/15, 10 AM:** Next Steering Committee meeting – Smoky Mountain LME/MCO (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)
 - **Wed. 7/22/15, 10 AM:** Next Emergency Solutions Grant & Rapid Rehousing Sub-Committee meeting – Smoky Mountain LME/MCO conference room (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)

Northwestern Continuum of Care
June 24, 2015
Steering Committee Meeting
MINUTES

Welcome and Introductions

Present: Murray Hawkinson (Daymark), Tina Krause (Hosp House), Denny Fernald (Charity House), Lori Watts (Smoky Mtn), Jennifer Herman (OASIS), Melanie Holmes (ABCCM), Deanna Stoker (ASHE), Bob Taylor (Hosp House)

- **CoC meeting minutes**
 - Review and Approve May minutes
Passed unanimously
 - Need to get old minutes (Aug' 14-Apr' 15) compiled and posted to NWCoC website located on Hospitality House site to prepare for upcoming CoC grants competition
Jennifer will forward to Lori
- **CoC Funding:**
 - **CoC Program Registration – CoC Review – due by Wed. 7/8/15, 5 PM – just opened 6/23/15 (Final step before NOFA out?)**
BT will complete before deadline
 - Still waiting on NOFA for Collaborative & Project Applications – expected any time
 - Submit Annual Performance Reports for all projects that have been submitted since Oct' 14 (last year's competition date) to prepare Ranking Committee Review in upcoming grant competition
Jennifer: check with the Consistency with the Consolidated Plan as we've often gotten this approved in the 11th hour. BT will find last year's to send and/or update.
 - **APR's needed for this year's competition, updating from last year:**
 - **HH – SSO – 11/1/13-10/31/14, due 1/31/15 to HUD**
 - APR's needed if submitted (still in time frame of work before HUD's deadline)
 - HH – Transitional – 4/1/14-3/31/15 (if APR submitted, due to HUD by 6/30/15)
 - HH – Rock Haven PSHP – 5/1/14-4/30/15 (if APR submitted, due to HUD by 7/31/15)
 - APR's for projects already have from last year's competition:
 - HH – Leasing (Scattered Site) PSHP – 7/1/13-6/30/14
 - HH – Hard to Serve (On Site) PSHP – 7/1/13-6/30/14
 - OASIS – Edgecliff PSHP – 7/1/13-6/30/14
 - OASIS – Transitional – 7/1/13-6/30/14

- NHE/Easter Seals – Wintergreen PSHP – 10/1/13-9/30/14, due 12/31/14 to HUD
- **NC HMIS (Homeless Management Information System) update - Governance Committee Update & Transition to MCAH (Michigan Coalition Against Homelessness as Administrator of NC HMIS)** – Hospitality House - Bob Taylor
 - Face to Face Migration Training with MCAH – Mon. 6/15 in Boone – How did it go? The training was extremely helpful, in large part due to the intimate and hands-on setting.
 - Easter Seals Agency Admin still needs training – how/when? *BT followed up with Sue and Easter Seals so they may schedule training.*
 - Online trainings for System Admin, Agency Admin, and Users – How is it going? Most end users completed trainings before MCAH visit on June 15; training material is available online via the NCHMIS website.
 - Other updates regarding transition?

The Governance Committee conference call on 6/22 became contentious over discussion of By Laws (mostly on make up of standing committees); Tina shared the final draft of the by laws, Jennifer moved to approved, Lori seconded – accepted unanimously.

Hosp House has received the signed MOU and transition contract from MCAH; also received the bill for Jan-Apr work from MCAH which ESG funds will cover.
- **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – Hospitality House
 - How many people currently served? Any room for additional clients?
 - How is reimbursement flowing from State to NHE to Hospitality House?

Hosp House has still only received one payment from ESG; the delay in reimbursement presents a real financial threat to our agencies providing services – Jennifer will draft a letter to our state legislators to raise their awareness of the egregious management of state funds awarded to their district that will have a real economic ripple effect in the community.
- **Agency Updates**
 - **Daymark:** hired a new front desk person and a counselor
 - **VA:** migrated the program with the Asheville/Buncombe CoC but did not migrate the whole agency; has started an HMIS binder. The VA has a of funding for Rapid Rehousing but has run out of Prevention funds.
 - **OASIS:** hired a Spanish-speaking crisis line person; the crisis line will serve Ashe, Watauga, Avery, Mitchell, and Yancey Counties.
 - **Charity House:** serving Mitchell and Yancey Counties. Opened the resale thrift shop; the shelter is on target to open in mid-fall. The community advisory board will meet in July.
 - **ASHE:** no significant update

- **Hosp House:** Summer Soulstice event at Blue Ridge Mountain Club to benefit Hosp House; holding an open house on June 30th from 6 – 7:30. Mentioned that a higher than usual number of DV victims are staying at HospHouse – Deanna asked how HH verifies county of origin and whether these residents sought HH as the first shelter or as a “transition” shelter; Tina explained HH will take individuals/families from the seven county service area, and will have to double check whether they are primary or transition/secondary shelter.
- **Smoky Mountain:** Watauga Green delayed but expect the Certificate of Occupancy soon; had a good training for intake/application process at which other agency staff were trained.
- **Other Business**
- **Upcoming Meetings and Dates:**
 - **Wed. 7/8/15, 5 PM: CoC Program Registration – CoC Review**
 - **Wed. 7/22/15, 10 AM: Next Emergency Solutions Grant & Rapid Rehousing Sub-Committee meeting – Smoky Mountain LME/MCO conference room (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)**
 - **Wed. 8/26/15, 10 AM: Next Steering Committee meeting – Smoky Mountain LME/MCO (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)**

Northwestern Continuum of Care

July 22, 2015

Rapid Re-Housing and Emergency Solutions Grant (RRH & ESG) Sub-Committee

MINUTES

Welcome and Introductions

Present: OASIS, Daymark, Hospitality House, NWRHA, SMC LME/MCO, Easter Seals UCP

• **Agency Updates**

- **NWRHA:** Section 8 is “trickling” in; high interest in home ownership; unfortunate timing from NCHFA as we’re 9 months into the year but just now learned the counseling budget
 - Curious about North Wilkesboro Housing Authority that had/has a rent-to-own program.
- **HH – Rapid Rehousing:** a lot of requests, but shortage of qualifying properties.
- **HH:** Shelter remains full – this past week marks the first time in months that the conference room is not occupied. Currently have several residents dealing with mental and physical illnesses. Have filled 3 out of 5 shelter associate positions. Finishing up a 50/50 challenge.
- **SMC:** Watauga Green taking applications: already taken 12 from various agencies. Currently operating down in staff. Shoring up the housing processes through Finance Director.
- **OASIS:** Hired a Spanish-speaker, Alicia Santos, for help line.

• **CoC meeting minutes**

- Review and Approve June minutes
- Past Minutes Status (Sept’14-Apr’15); to be posted by Hospitality House to the NWCoC link on their website to prepare for upcoming CoC grants competition
 - Minutes posted to website up to this approval.

• **CoC Funding:**

- NOFA for Collaborative & Project Applications – Still Waiting – Expected out in July
 - HH still to follow up with the Consistency of the Consolidated Plan at the state.

• **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – Hospitality House

- How many people currently served? Any room for additional clients?
 - 6 RR clients are now receiving services; 12 additional are pending – searching for housing.
- How is reimbursement flowing from State to NHE to Hospitality House?

- HH Has received reimbursement, but process is still slow.
- **NC HMIS (Homeless Management Information System) update - Governance Committee Update & Transition to MCAH (Michigan Coalition Against Homelessness as Administrator of NC HMIS) – Hospitality House - Bob Taylor**
 - Migration to MCAH
 - HH migration on target to be completed by 7/31; Easter Seals pending training in Forsyth
 - Easter Seals Agency Admin still needs training – partial with Winston-Salem / Forsyth CoC last week of July on setting up provider pages; what about privacy overview covered by MCAH during their migration training with NWCoC in June – Bob? Sue Saul with MCAH? Anyone else need training?
 - Sue Saul conducted training on site with Easter Seals.
 - Online trainings for System Admin, Agency Admin, and Users – How is it going?
 - Other updates regarding transition?
 - Issue of By Laws passed by Governance Committee – HUD DC office expressed concerns; GC awaiting comments from HUD.
 - NW CoC observed the Monitoring Committee as written focuses too much attention on scrutiny of HMIS Lead Agency rather than on program evaluation and data quality. HH (BT) shared observation with GC Executive Committee.
- **Other Business**
- **Upcoming Meetings and Dates:**
 - **Wed. 8/26/15, 10 AM:** Next Steering Committee meeting – Smoky Mountain LME/MCO (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)
 - **Wed. 9/23/15, 10 AM:** Next PSH & CoC Programs Sub-Committee meeting – Smoky Mountain LME/MCO conference room (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)

Northwestern Continuum of Care
August 26, 2015
Steering Committee Meeting
MINUTES

Present:

Easter Seals (David and Nikki), VA Hickory office (Tim), ASHE (Deanna), NWRHA (Carl), ABBCM (Melanie), HH (Tina and Bob), SMC LME/MCO (Lori), OASIS

• **Agency Updates**

- **Easter Seals:** Wintergreen is full. Completed provider page migration in HMIS
- **VA:** Hickory office is under AVL; implementing a VRQ grant per diem program; working with HUD vouchers since housing in AVL is difficult to find. Aware of Homeward Bound vet preference housing as model for priority setting.
- **ASHE:** Volunteer training scheduled for September; hosting pilot training on sexual assault of LGBTQ; getting ready for October DV awareness month
- **NWRHA:** housing in Avery is full despite rumors stating otherwise; holding home buying workshops in Wilkes; note that USDA has \$\$ for home ownership and for home rehab – their offices are in Ashe County and Spruce Pine
- **ABBCM:** grant year ends Sep 30th, have \$40k to spend down by then; their employment program pays for classes that lead to certification
- **HH:** shelter is full plus a family staying in conference room; Rapid Rehousing is moving along and taking in new clients; had a meeting in Wilkes with community leaders and NWRHA (Ned) to discuss shelter and/or housing program development in Wilkes County
- **SMC:** Awaiting Watauga Green to open (no occupancy until construction on site is complete), Ann Barker is the on-site manager; housing and employment team expected to be stable next month; reminder of the affordable housing conference in Raleigh next month

• **CoC Funding:**

- NOFA for Collaborative & Project Applications – Expected out any day
- Status on Consistency with Consolidated Plan document for 2015 that has to be signed by the State
 - Bob has yet to pursue the Consistency, will do so before next meeting.

• **Administrative Items**

- Meeting dates/times? Keep as is or Suggestions for Alternate meeting date/time?
 - Agreed to meet on the following dates:
 - Sep 29

- Oct 20
 - Nov 17
 - Dec 15
- CoC meeting minutes
 - approved
- NWCoC link (<http://hospitalityhouseofboone.org/index.php?id=47>) on Hospitality House website - Sub-Links Need Updating
- **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – Hospitality House
 - At Capacity or room for referrals or waiting list?
 - See agency report above.
 - How is reimbursement flowing from State to NHE to Hospitality House?
 - Reimbursement is actually flowing.
 - Status on Letter to Legislators regarding slow reimbursement affecting economic health of region and agencies dispersing funds
 - Question of whether the letter is still needed if the funds are being reimbursed – sentiment is that legislators still need to know, so proceed.
- **NC HMIS (Homeless Management Information System) update - Governance Committee Update & Transition to MCAH (Michigan Coalition Against Homelessness as Administrator of NC HMIS)** – Hospitality House - Bob Taylor
 - Migration to MCAH
 - Migration successful
 - Easter Seals migrated?
 - Yes, thanks to an in-person visit from Sue Saul
 - Online trainings – How is it going?
 - Other updates?
 - LSA trainings scheduled for late September
 - Governance Committee by laws under further revision based on critique from HUD (Washington) office
- **Other Business**
 - Yancey County shelter is delayed by barriers at the selected location.
 - Briefly discussed how to proceed with the Planning Grant – no resolution yet, but like the idea of focusing attention on the ‘outlying’ counties:
 - Suggestion of coordinating a meeting of landlords in each county to have captive audience to explain our services
 - Suggestion of focusing resources on the Wilkes expansion of services

Northwestern Continuum of Care
September 29, 2015
Permanent Supportive Housing (PSH) & CoC Programs Subcommittee Meeting
MINUTES

Present:

Lori/Smoky Mountain (SM); Jennifer/OASIS; David/Easter Seals; Carl ; Tina & Bob/HH; Tim/VA; Christina/NWRHA

Update from Yancey: working with churches to rotate responsibility to staff a winter shelter in Burnsville; will try to include in the PIT

• **CoC Funding:**

- NOFA for Collaborative & Project Applications – Released 9/17/15 – Notice to NWCoc posted 9/18/15
 - Link to announcement from October 2014
 - Availability to do SSO for coordinated assessment; for HMIS; and also for Rapid Rehousing – available through bonus \$\$
 - Need APR's from OASIS and HH
- Project Applications due Wed. 10/21/15 COB, submit in Esnaps
 - Review and rank applications to be announced in early November
- Notification of Project Rankings by Thurs. 11/5/15 CoB
 - Review committee is set and planned to review applications early November to meet the announcement deadline of 11/5
- Collaborative Application due Fri. 11/20/15 7:59:59 PM EST in ESnapS, 3 bonus points awarded if submitted by Thurs. 11/29/15 7:59:59 PM EST in ESnapS
 - Consensus is to go for the early bonus.
 - Question of whether there is a reduction in funding; HUD does it by Tier 1 and Tier 2 and we've always tried to get everything into Tier 1
- Consistency with Consolidated Plan document for 2015 that has to be signed by the State

• **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – Hospitality House

- RFA (Request for Application) out Fri. 9/25/15 – Due Friday 11/6/15
 - Updating figures for ER (emergency response) and HS (housing stability)
 - Ultimate deadline for ESG application is by physical mail November 5, 2015.
 - Project applications due 10/19/15
 - CoC project 10/21/15

- Intent to apply for new applicants set for 10/9 – Lori will receive intents.
 - Application Review and Q & A webinars are scheduled for:
 - Thursday, October 8, 2015, 10:00 AM-12:00 Noon
 - Thursday, October 22, 2015, 10:00 AM – 12:00 Noon
 - Contract Certifications – Intent to Apply due by Fri. 10/16/15 to Sandra Coley via email Sandra.Coley@dhhs.nc.gov – Endorsement by CoC
 - CoC vice chair will write the letter (JH will help draft letter)
 - Capacity
 - Reimbursement
 - HH has spent \$51k – for ES and HMIS (save for a little bit); a fraction of RR – still experiencing a significant delay
 - HH RR has been able to move new clients into housing, predominantly in Watauga, but also in Ashe and Wilkes and even Avery. Working with contact in Mitchell and Yancey
- **Planning Grant:** \$5757 Awarded for 1 year – Start date? When did funds start being drawn?
 - To update and implement the NWCoC Strategic Plan
 - To expand collaborations in the 7 county region to serve the homeless
 - To codify the existing Continuum of Care process that has been underway for the past 15 years to support the application of the much needed HUD funding
 - To conduct Annual Point In Time count to track outcomes for homeless individuals and families in the seven rural mountain counties served
 - To develop new relationships with community partners in Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes and Yancey Counties.

Discussion of how to use the planning grant, particular to focus to help move the Wilkes initiative along given that Tina has met with several key community leaders in Wilkes, most recently including NWRHA to outline the range of housing and shelter options. Agreed

- **NC HMIS (Homeless Management Information System) Migration update** – HH – Bob Taylor
 - Get agency agreement back to Easter Seals
 - David has not registered for license yet – NW CoC has 4 unused licenses, one will be dedicated to Dave. Will need to discuss how reducing number of licenses available in the future if we give up license now.
 - MANDATORY: Chronically Homeless Addendum Training Podcast – complete by 10/1
 - <http://mihomeless.org/index.php/north-carolina/training-categories/addendum-training/chronically-homeless-training-addendum>
- **Governance Committee Update** – Hospitality House - Bob Taylor
 - Will send the by-laws by email to read ahead of next month's meeting
- **Agency Updates & Other Business**

- **OASIS:** continuing Moving Forward workshops
- **Wintergreen/Easter Seals:** will have one, probably two openings (one of which has an appeal option) in late October – will take applications and go through prescreening process; apartments in West Jefferson has income limit apartment availability for individual – residential selection committee meeting on October 8 (Lori will send application to Deanna); may have units in Boone as residents move to Watauga Green (ASHE and ACT team working to get clients into targeted units); group home in Ashe has two people approved, but complications with one may cause a move to next eligible applicant, may have opening soon.
- **NWRHA:** housing counseling department experienced cuts and downsizing
- **Carl** – remaining active in the area with specialty
- **VA:** moving HUD vouchers from AVL to Hickory – enrolled in health care before we serve; coordinate with shelters to accommodate the timing of the process; move under Asheville should be complete in November
- **ASHE:** Communal living shelter will close October 1. Staff development into Housing and Resource Advocate. Two clients need to be moved into housing, one of whom should be ok, the other is behind. Working with local hotels and potential scattered site model with landlord. Level of service will remain the same, but look differently from shelter model. Coalition discussing how to deal with how to meet emergency shelter needs – hotels full Oct through December for the farmworkers. DV coalition proposed to hold trainings in near future – not set yet, but announcement will come.
- **HH:** Two spots in Scattered Site filled; within two months will have an opening at Rock Haven; Community Care Clinic providing services on-site one night a week (every Wednesday); watching the “able-bodied” bill closely; have one 24 hr/week shelter associate position opening – conducting interviews next week
- **SM:** housing staff now full; grant time is upon us – with new staff will be time consuming; Watauga Green targeted to open Oct 1; affordable housing conference in late October. Housing loan program will convert to a grant program – program will pay for rent or utility deposits or 1st month’s rent; finance office change in process in working with landlords/vendors; program to help meet cost to enter a halfway house; if referred, can house someone up to 7 nights at local hotels (all other options exhausted, have plan in hand)
- **Upcoming Meetings and Dates:**
 - **Thurs. 10/1/15:** Mandatory Chronically Homeless HMIS training due for completion
 - **Thurs. 10/8/15, 10 AM-12 Noon:** ESG Application & Q&A Webinar
 - **Thurs. 10/22/15, 10 AM-12 Noon:** ESG Application & Q&A Webinar
 - **Fri. 10/16/15:** Intent to Apply / Contract Certifications / CoC Endorsement due to Sandra Coley at DHHS

- **Tues. 10/20/15, 10 AM:** Next Steering Committee meeting – Smoky Mountain
- **Wed. 10/21/15, COB:** Project Applications due – submit in ESnaps
- **Thurs. 11/5/15 COB:** Notification of Project Rankings
- **Fri. 11/6/15 4 PM – Raleigh:** Deadline for ESG application to State
- **Tues. 11/17/15, 10 AM:** Next Data Quality Sub-Committee meeting – Smoky Mountain
- **Thurs. 11/19/15 7:59:59 PM EST:** 3 bonus points awarded if Collaborative Application submitted in ESnaps a day early
- **Fri. 11/20/15 7:59:59 PM EST:** Collaborative Application due in ESnaps
- **Tues. 12/15/15, 10 AM:** Steering Committee meeting – Smoky Mountain LME/MCO (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)

NWCoC Minutes
October 20, 2015

Attendance-

Tina Krause- Hospitality House
Christina Day- NWRHA
Bob Taylor- Hospitality House
Jennifer Herman- OASIS
Janie Finnin- OASIS
David Barr - Easter Seals
Carl Jenkins- Community Member
Murray Hawkinson- Daymark, Watauga County
Lori Watts-SMC
Melaine Holmes- Support Services for Veteran Families
Chris Hatton- Boone PD

- ABCCM Veterans Service of the Carolinas has HUDVASH and ESG funding available to assist veterans who are homeless or about to become homeless.
- Veterans Services of the Carolinas has been having technical difficulties with HMIS but Melaine has been talking with MCAH to fix the problems.
- Easter Seals has one opening in their Wintergreen housing program. They may have an opening soon at the Watauga County apartment. There are 2 open beds in the ASHE group home but they are being filled. The ASHE apartments and group home is looking for a new manager.
- Christina with NWRHA reported that vouchers are glowing slowly.
- Hospitality House will officially open their overflow beds on November 1st and this program will remain open until April 30th. The shelter utilized overflow beds this past weekend due to freezing temperatures
- The Hospitality House has 20 new cots which will bring the number of working cots to 25 or 27. Mats are also available for overflow use.
- The Hospitality House has begun training volunteers for local churches to assist with checking in overflow residents in the evenings.
- OASIS is gearing up for the Fall Crisis Line Training where they will train about 20 new volunteers. OASIS hopes to have the Spanish Language Crisis Line starting to be operational in January. The Spanish Crisis Line will cover Ashe, Watauga, Avery, Mitchell, and Yancey counties.
- There is one opening in the OASIS PSHP. Referrals can be made to the Housing Coordinator at OASIS.
- Smoky Mountain LME/MCO is renewing their Shelter plus Care grants in their other regions. Housing funds are available through Smoky Mountain's housing grant program which took the place of the revolving loan program. Consumers can apply for this grant through their SM housing coordinators once referred by a SM provider. SM's housing and employment team is fully staffed again.
- Watauga Greens Apartments have opened and has 72 units total.

- Daymark Recovery Services is having staff turnover on the substance abuse team with the loss of 2 of the team members.
- Daymark is no longer receiving a grant from the Women's Fund to pay for and provide child care for parents attending IOP.
- Daymark is hoping to add a peer support position to outpatient services in the future.
- The CoC members in attendance assisted with updating the CoC grant application.
- CoC project applications are due tomorrow.
- A motion was made for the Hospitality House to be the agency applying for the ESG grant for the NWCoC Region. Murray Hawkinson 2nd the motion and was approved unanimously. Tina Krause and Bob Taylor recused themselves from the vote.
- Governance Committee Bylaws were approved unanimously.
- AHAR deadlines: 11/16/15 – NWCoC System Admin draft due, Draft 12/2/15, Final 12/15/15

The next CoC meeting will be on November 10th at 3:00pm

NWCoC Minutes
Data Quality Sub-Committee/Steering Committee Meeting
November 10 2015

Attendance-

Tina Krause- Hospitality House
Bob Taylor- Hospitality House
Jennifer Herman- OASIS
Lori Watts – Smoky Mountain

• **CoC Funding:**

- Project Rankings released Thurs. 11/5/15 by deadline:

<u>Project Name</u> <u>Rank</u>	<u>Project Number</u>	<u>Amount</u>	<u>Tier</u>
• Rock Haven Permanent Housing 1	NC0114L4F161407	\$31,537	1
• HH Permanent Housing for the Hard to Serve Homeless 2	NC0168L4F161403	\$17,599	1
• OASIS Transitional Housing 3	NC0113L4F161407	\$27,813	1
• HH Transitional Housing Program 4	NC0115L4F161407	\$29,584	1
• SSO Homeless Outreach Project 5	NC0111L4F161407	\$27,683	1
• Wintergreen Permanent Housing 6	NC0116L4F161407	\$31,326	1
• HH Permanent Housing Leasing 7	NC0140L4F161406	\$36,175	1
• OASIS Edgecliff PSH 8	NC0112L4F161407	\$68,931	1/2
• HH Rapid Re-housing Project 9	New - PSH-RRH Bonus	\$71,400	2
• CoC Planning Project FY2015 999	New	\$14,280	n/a

- Reminder that all updates to Project Applications due ASAP, submit in eSnaps
- Bob to check on Consistency with Consolidated Plan document for 2015 that has to be signed by the State – need to have back soon in order to attach to Consolidated Application
- Approve Policies for ESG & CoC grants
- Work Collectively on Collaborative Application Questions and final steps to ensure Collaborative Application completion by Thurs. 11/21/15 in ESnaps to get 3 bonus points for early submittal

- **AHAR update** – Bob Taylor – **Wed. 12/23/15** AHAR Final Submission Deadline extended from 12/16
- **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – HH – Tina Krause
- **NC HMIS (Homeless Management Information System) update** – HH – Bob Taylor
- **Governance Committee Update** – Hospitality House - Bob Taylor
- **Agency Updates & Other Business**
 - **Thurs. 11/12/15, 9 AM - 1 PM:** Veteran’s Stand Down, Broyhill Civic Center, Hudson, NC (Caldwell) – includes Avery, Ashe, Alleghany, Watauga, Wilkes
 - **Wed. 1/27/16:** Annual Homeless Point in Time Count

Northwestern Continuum of Care
December 15, 2015
Steering Committee Meeting
MINUTES

- **2016 Meetings Schedule:**

- January, March, May, July, Sept, Nov – need new day (2nd or 3rd Wed, Thurs?)
- Feb, Apr, Jun, Aug, Oct, Dec – can keep on 3rd Tuesdays 10 AM (Steering Committee meetings)

Discussion of meeting date: second Tuesdays won't work every other month to accommodate meeting with the group in Yancey County. Set the January meeting for the 13th at 10 a.m. (ESG/RR committee meeting) and then shift to the 3rd Wednesdays for the odd-numbered months.

Welcome and Introductions

- **Agency Updates**

OASIS (Janie Finnin, Kerry Gersonde) – opening in PSH now, and another coming up. Prepared for PIT; Position open for Spanish-speaking crisis line to serve 5 county area.

Easter Seals (David Barr) – Ashe group home has had staff turnover, with two homes available ready to fill; apartments are full. Wintergreen has one opening, with a probable second opening coming soon. Wilkes and Boone apartments are full.

Hospitality House (Tina Krause) – shelter is full, had a brief period with a family occupying a ES room, now ready to move individuals in; seeing more men in overflow than women; 163 bed nights in Overflow/seasonal over last November { dining room can accommodate 30 cots/bedrolls and the conference room 15 }

Appalachian State Criminal Justice Dept. (Barbara Zaitzow) – specialty in female criminality; federal prison inmate release planning – 6000 in total; Federal DOC has no planning or monitoring for the release; local parole officers speak highly of Hospitality House, but do not know of specifics of who or where – cannot plan accordingly for housing needs (not to mention employment, transportation, health, etc.); willing to work with CoC to continue connecting with parole officers and federal officials in Hickory to help meet housing needs

Smoky Mountain (Lori Watts) – putting together a housing plan for the state, contributing stock of housing and supportive resources that go with it for Smoky's 23 counties; need for plan came about due to individuals moving out of adult care homes – state has not provided \$\$ to establish housing despite looking like there will be a significant shortage (Dave: Nebo facility closing dislocating approximately 100 people)

Daymark (Murray Hawkinson) – a couple open positions: substance abuse and peer support specialists (suggestion of posting positions on the state website); 2000 to 3000 outpatient service receipts per month

{ Community – Carl Jenkins } – Wealth of institutional knowledge relating to housing counseling and CoC services

Community Link - SSVF (Branden Lewis) - 704-943-9638 Rocco Bacelli - glad to visit any agency to screen veterans for qualifications for program

- **Annual Point in Time Count – Wed. 1/27/16**

Chronic homeless redefined by length of stay to qualify as homeless and “disabling condition” will now be “homeless with a disability”

Choice of doing outreach to service agencies in the region – food banks, law enforcement, social services, churches; suggestion of holding a community meal and other

Sheltered count (HH and OASIS spearhead that)

- Check with MCAH on resources for “annual count” - details of non-HUD qualified individuals and families that will help for planning at each county

- **CoC Funding**

CoC collaborative application submitted on November 19, 2015 – total request for approximately \$360k; should hear from HUD in January

- **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update**

RR rental assistance is spent out – 31 households in RR in November

- **AHAR update** – Bob Taylor

On target to complete the final

- **NC HMIS (Homeless Management Information System) update** – HH – Bob Taylor

Site visit from Sue Friday December 11 to set up Winter Seasonal shelter for HH

- **Governance Committee Update** – Hospitality House - Bob Taylor

Update on NCCEH/BoS and potential subcontractees pursuing different contractual arrangements with MCAH

- **Other Business**

- **Upcoming Meetings and Dates:**

- **Wed. 12/23/15:** AHAR Final Submission Deadline extended from 12/16
- **Wed. 1/13/16, 10 AM:** (ESG & RRH) Emergency Solutions Grant & Rapid Rehousing Sub- Committee meeting – Smoky Mountain – Tentative Date depending on schedules
- **Wed. 1/27/16:** Annual Homeless Point in Time Count
- **Tues. 12/15/15, 10 AM:** Steering Committee meeting – Smoky Mountain