



**Piedmont Regional Committee
Case Conferencing**

Date: Thursday, July 11th, 2019

Location: Conference Call/Webinar

Meeting Minutes

Meeting Facilitated By: Teresa Robinson

Attendees:

Name	Agency	Title
Mary Ann Daley	Crisis Ministries of Davidson	Case Manager
Kristen Armstrong	Community Shelter of Union County	Client Services Navigator
April Lawson	Family Services of Davidson	Shelter Coordinator
Sonia Gibbs	Family Crisis Council of Rowan	Transitional Housing Manager
Kendra Coney	Rowan Helping Ministries	Housing Coordinator
Andrea Merriman	Esther House	Program Service Coordinator
Sandra Clarke	Community Shelter of Union County	Housing Manager
Angela Houston	Family Crisis Council of Rowan	Shelter Case Manager
Mary Ann Daley	Crisis Ministries of Davidson	Case Manager
Brianna Vineyard	Volunteers of America	Salisbury-Team Lead

Agenda

- New Release of Information (ROI)
 - DV shelters do not need to change any processes. Continue to use the same ROI that is being used now
 - Copies are available on the PRC webpage of both the DV and ES ROI's
 - Emergency shelters and other agencies that use HMIS need to use the new ROI. This release is new because of the transition of our HMIS to NCEEH management
- Review of Coordinated Entry Process (CE)
 - Household enters shelter or presents at "front door" agency
 - If admitted into shelter, household is entered into HMIS or comparable database
 - After 14 days without self-resolving, household is administered the VI-SPDAT and referred to the CE project in HMIS or on the google sheet
 - Household will remain on the community waitlist until:
 - Housed by an agency (after 90 days)
 - Housed independently (after 90 days)
 - No contact (after 90 days)
 - Otherwise ineligible
- Veteran Referral Process
 - Discussion of Volunteers of America (VOA) referral form and use of it
 - Household presents at/enters shelter or other front door

- Once found out they have served in the military, immediately complete the referral form
 - Send referral form to CE Lead
 - CE Lead will record referral on google sheet and forward to VOA staff
 - Referring agency will be included on email for transparency
 - CE Lead will update google sheet regularly to monitor and track
 - Google sheet is shared with the PRC and is de-identified by only having HMIS #'s
 - Referrals that are ineligible for SSVF assistance will be referred back to the community waitlist
- Bi-Monthly Follow Up
 - CE Lead and CE staff in shelter/agency will review entry/exits
 - Self-resolved
 - Long stays
 - Short, repetitive stays
 - Multiple entries and exits
 - 14+ days in shelter with no VI-SPDAT
 - Stays at multiple shelters in the region
 - Veteran referrals
 - Housed Dates
 - Common challenges with process
 - Challenges/changes within shelter/agency
 - New ideas or practices
 - Etc.
- Case Conferencing and Blended Waitlist
 - Refer to active list of ES and DV households
- Q&A
 - n/a
- Agency Updates
 - Cabarrus
 - Davidson
 - Rowan
 - Stanly
 - Union

Webpage

<http://www.ncceh.org/box/region 5/>

Next Meeting

August 8th, 2019- Conference Call