

# North Carolina Balance of State Continuum of Care

**Steering Committee Meeting**  
**January 10, 2023**  
**10:30 AM**



**NCCEH**

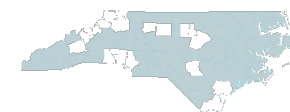
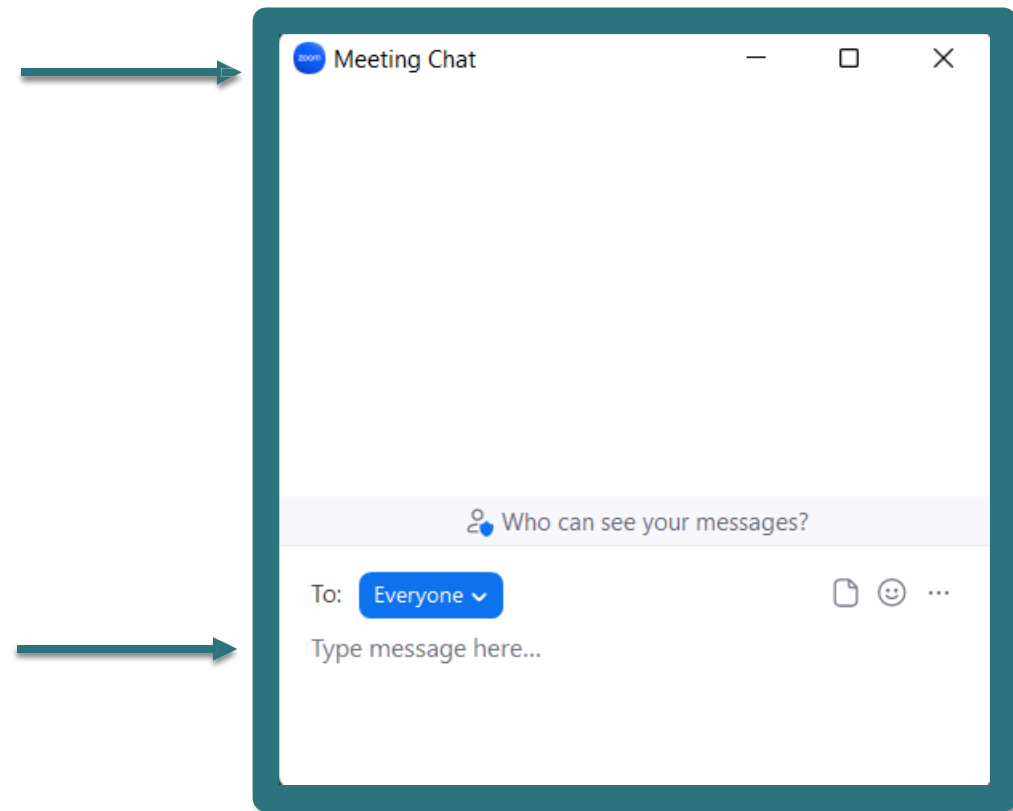
# Welcome

## Reminders:

Your line is muted.

We will unmute the line during Q&A pauses.

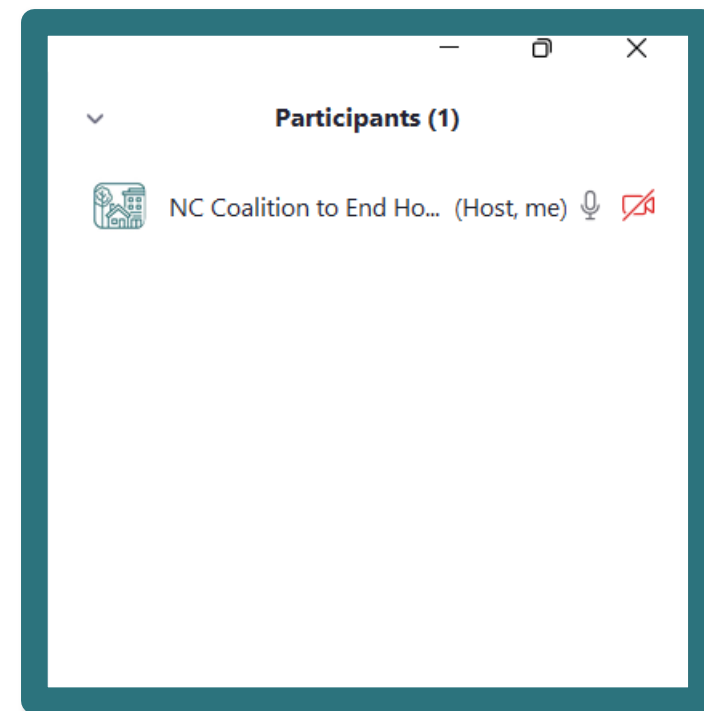
The chat box is available to use anytime.



# Roll Call

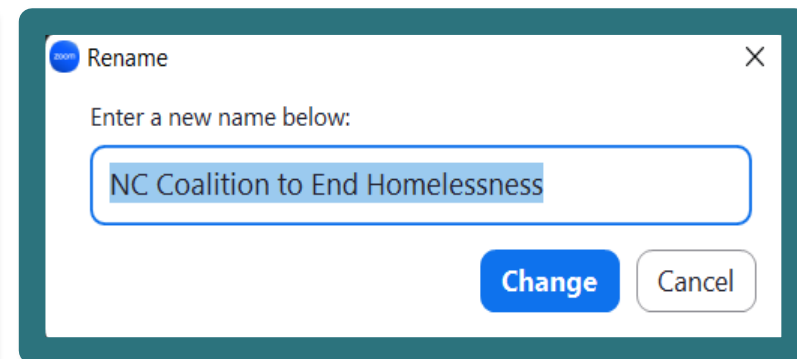
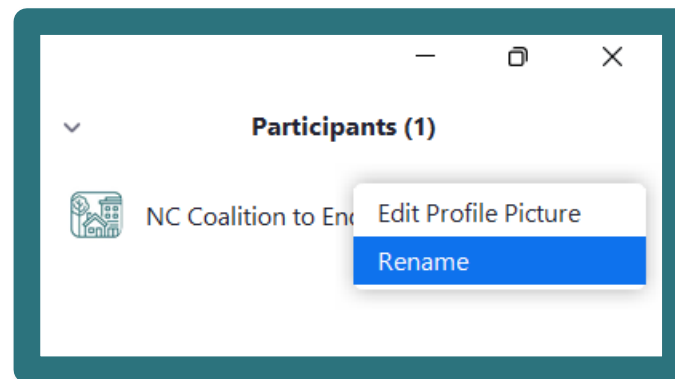
- We will conduct Roll Call for Regional Leads and at-large members to confirm quorum for voting.
- All participants should enter their full names, so we can document their participation in the minutes.

1



*How to change your screen name:*

2





# Agenda

# Agenda

- Consent Agenda
- Letter of Support request
- Steering Committee member introductions
- Steering Committee Conflict of Interest Policy requirements
- Preparing for 2023 PIT/HIC night review
- Upcoming Meetings & Reminders



# Review & approve consent agenda

Consent agenda:

<https://www.ncceh.org/bos/steeringcommittee/>

- The consent agenda was sent to the Steering Committee prior to the meeting as a part of the Board Packet.
- The consent agenda will be voted on as a whole at the beginning of each meeting.
- Steering Committee members may request to remove an item from the consent agenda for additional discussion.

Changes or discussion?





# Letter of Support Request

# Rowan Helping Ministries’ Veterans Affairs’ Grant Per Diem

## *Helping Homeless Veterans Find Their Pathways Home*

*If awarded in 2023, this grant will allow the agency to continue partnering with the Salisbury VA Medical Center to provide transitional housing and supportive services to Veterans experiencing homelessness to return to permanent housing. Three years ago, Rowan Helping Ministries was awarded its first VA GPD/PDO grant to provide 10 beds – 8 male, 1 female, and 1 family unit. The male and female beds are located in a congregate shelter, and the family unit is located in the Eagle’s Nest Transitional Housing apartments. Last year, the agency was awarded a \$450,000 grant from the VA GPD Capital Grant Program to support the construction of a third transitional housing facility on its campus.*

## 10 GPD beds –

- 9 in a new transitional housing facility with private units
- 1 in an existing transitional housing facility

Veterans will be provided wrap-around supportive services including employment and educational opportunities, individual and group therapy, as well as community member support.

Veterans are referred through the Salisbury VA Medical Center, which encompasses 21 counties: Alleghany, Anson, Ashe, Cabarrus, Davidson, Davie, Forsyth, Gaston, Guilford, Iredell, Mecklenburg, Montgomery, Randolph, Rowan, Surry, Stanly, Stokes, Stanly, Union, Yadkin, and Wilkes.





# Rowan Helping Ministries' Letter of Support Request

Questions?

Motion?





# Steering Committee Member Introductions

# Steering Committee Member Introductions

All Regional Leads, Regional Lead Alternates, and at-large members should introduce themselves:

- Name, Agency, Title
- How long have you served on the Steering Committee?
- How did you get to the homelessness and housing sector?
- What unique experience do you bring to the Steering Committee?
- What do you hope that the CoC can focus on this year to end homelessness?



# Submit your Regional Leadership for 2023!

All regions must submit names and contact info for 2023 Leadership Positions. Deadline is past due!

Complete the following form to submit leadership information:

<https://app.smartsheet.com/b/form/e2c1ea421a6840fcaae5bae1fd65eca8>





# Conflict of Interest Requirements



# Conflict of Interest Policy

All Steering Committee members will need to complete the Conflict-of-Interest form as soon as possible.

- Upon election to the NC BoS CoC Steering Committee, members submit a full written disclosure of their interests, relationships, and holdings that could potentially result in a conflict of interest. This written disclosure will be kept on file and updated annually.
- [Online only submission](#)
- Due by January 24<sup>th</sup>

You will **NOT** be able to vote as a Steering Committee member after 01/24/23 until you have signed & submitted your form.



# Learn more about the Steering Committee!

## [Roles and Responsibilities](#)

Explains the structure, purpose, and responsibilities of the NC BoS CoC and its subcommittees.

## [Steering Committee Roster](#)

Contact information for Steering Committee Members

## [Steering Committee Member Handbook](#)

Gives an overview of CoC governance and requirements, NC BoS CoC structure and priorities, CoC and ESG funding, and tracking data

## Steering Committee Orientation Webinar

- [Slides](#)
- [Recording](#)





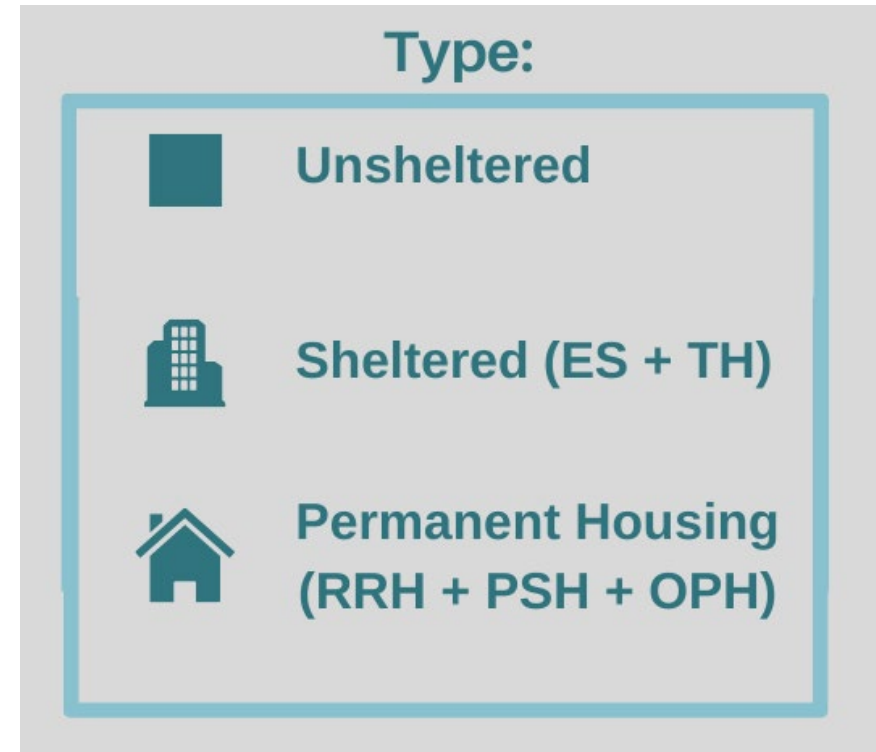
# Preparing for 2023 PIT/HIC



# Point in Time and Housing Inventory Counts

One Night Counts each year on the last Wednesday of January:

- January 25th this year!





# Why does this matter?

Important community data for funding, stakeholders, and governance

- Deep data: covers HMIS and non-HMIS projects
- Consistent data: completed every year
- Consequential data: used by HUD, ESG Office, and others to determine funding for regions
- Underreporting can lead to lost funding

Serves the most vulnerable people in our communities!





# Combining Data & Reporting

NCCEH Staff will combine data and submit to HUD.

Type	Method	For Point in Time Count (PIT)	For Housing Inventory Count (HIC)
Unsheltered	CE Verification	✓	
Sheltered (ES +TH)	HMIS & Counting Us App	✓	✓
Permanent Housing (RRH + PSH)	HMIS & Counting Us App		✓
Other Permanent Housing (OPH like EHV vouchers)	External reports		✓



# Timelines & Deadlines: Unsheltered Count

1



## Pre-PIT Night

Plan coverage and coordination

Submit and update Unsheltered Access Workbook

Gather contact info for unsheltered clients

2



## PIT Night – January 25

Data Collection (if possible/planned for)

Data Entry into HMIS with Current Living Situation

3



## Post-PIT Night – January 26 - February 1

Confirm the location of Unsheltered Households

Complete missing CE Intake info (if possible)

Data Entry into HMIS with Current Living

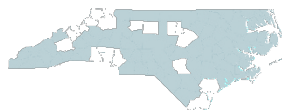
Situation

4



## Celebrate!

*\*Once you have completed filling all your missing information and submitted corrections!*



# Timelines & Deadlines: HMIS participating ES, TH, RRH, PSH Count

1



## Pre-PIT Night

Confirm Project Details

Reserve time for Data Entry

Confirm basic information for current clients

2



PIT Night – January 25

Data Collection

3



Post-PIT Night – January 25 - February 1

Reports run by NCCEH

Review reports and correct

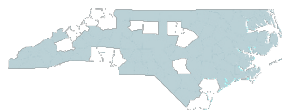
Notify NCCEH assigned staff complete


4



Final Review of PIT and HIC – February

Respond to NCCEH staff questions





# Timelines & Deadlines: Non-HMIS participating ES, TH, RRH, PSH Count

1



## Pre-PIT Night

Respond to NCCEH staff for contact info

Train and test Counting Us App

Reserve time for surveys PIT night

Schedule time for HIC Interview with NCCEH staff

2



## PIT Night – January 25

Survey clients with Counting Us App

3



## Post-PIT Night – January 26 - February 15

Notify NCCEH assigned staff complete

Complete HIC interview with NCCEH staff

4



## Final Review of PIT and HIC – February

Respond to NCCEH staff questions



# Timelines & Deadlines: OPH Count

## Public Housing Authorities

- Confirm point of contact with NCCEH when they reach out this fall
- Ensure information is complete and available for clients moved into units by 1/25/2023
- Respond to NCCEH with program, funding, bed/unit and capacity information by February 15th

1



### Pre-PIT Night

Respond to NCCEH staff for contact info  
Schedule time for HIC Interview with NCCEH staff

2



### PIT Night – January 25

Regular data entry into systems

3



### Post-PIT Night – January 25 - February 15

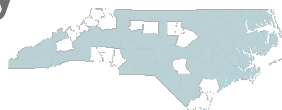
Send program info and reports to NCCEH

4



### Final Review of PIT and HIC – February

Respond to NCCEH staff questions



# Training and Support

## Unsheltered Access & Coordinated Entry (<https://www.ncceh.org/bos/pithic/>)

- 1/5, 2/2, 3/2, 4/6 – Unsheltered PIT Planning & Resources

## HMIS ES, TH, RRH, PSH, OPH Projects (<https://www.ncceh.org/hmis/pithic/>)

- 1/10 - HMIS System Updates: Plan Launch and Training
- 1/18 - HMIS Training: BusinessObjects Basics
- 1/25, 2/1, 2/8, 2/15 - HMIS PIT/HIC Office Hours
- 2/14 - HMIS System Updates meeting

## Non-HMIS ES, TH, RRH, PSH, OPH (<https://www.ncceh.org/bos/pithic/>)

- 1/4 - Counting Us App PIT Training
- 1/11 - Counting Us App PIT Training for Victim Service Providers
- 1/13 - Counting Us App Extra Practice

*\*visit website links to view recordings of previous meetings*





# Next Steps

Not sure of your next move? Questions about:

Type of Count	Contact
Unsheltered Count	Unsheltered Access Coordinators <ul style="list-style-type: none"><li>Find yours here: <a href="https://www.ncceh.org/files/12671/">https://www.ncceh.org/files/12671/</a></li></ul>
HMIS Sheltered/Permanent Housing Count	Data Center HelpDesk <ul style="list-style-type: none"><li><a href="mailto:hmis@ncceh.org">hmis@ncceh.org</a></li></ul>
Non-HMIS Sheltered/Permanent Housing Count	Your NCCEH PIT/HIC contact <ul style="list-style-type: none"><li>Not sure who? Email <a href="mailto:bos@ncceh.org">bos@ncceh.org</a></li></ul>
OPH Count for PHAs	Allie Card is the EHV and HCV contact <ul style="list-style-type: none"><li><a href="mailto:allie.card@ncceh.org">allie.card@ncceh.org</a></li></ul>

Check out the NCCEH website PIT/HIC Page for Trainings, Materials, and descriptions of each type of count!

- [HMIS PIT/HIC specific webpage](#)
- [NC Balance of State CoC PIT/HIC specific webpage](#)





# Upcoming meetings & reminders

*(Log-in information can be found on agenda)*

- **HMIS System Updates**, Tuesday, *January 10, 10:30 – 11:30 A.M*
- **2023 Victim Service Providers PIT Training (Non-HMIS participating projects)**,  
*Wednesday, January 11, 10:00 – 11:00 A.M*
- **Lived Expertise Advisory Council Meeting**, *Friday, January 13, 12:00 – 1:00 P.M.*
- **Racial Equity Subcommittee Meeting**, *Wednesday, January 18, 11:30 A.M. – 12:30 P.M.*
- **Local Leadership Response Sharing Call**, *Wednesday, January 18, 1:00 – 2:00 P.M.*
- **Coordinated Entry Council Meeting**, *Monday, January 23, 10:00 – 11:30 A.M.*
- **Funding and Performance Subcommittee**, *Thursday, January 26, 11:00 A.M. – 12:30 P.M.*



# Next Meeting

Tuesday, February 7, 2023 at 10:30 A.M.

Reach out to us:

(919) 755-4393

[bos@ncceh.org](mailto:bos@ncceh.org)

