

North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Steering Committee Meeting

November 6, 2012

10:30 am

1-712-432-3100 conference code 963789#

Online Presentation: <https://join.me/nccehrocks>

START	10:30 Welcome & Call to Order	
ONE	Agenda Item: Roll Call	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Nancy Holochwost	Estimated Time: 5 min
	Background Information: Roll is called for elected Regional Leads. Regional Leads' active participation is required for their Regional Committee to be eligible for funding. If you have been asked to sit in for your region's lead, please identify yourself when we can your Regional Lead's name. After roll call for elected leads, other callers should identify themselves. If this is your first time calling in to a BoS Steering, please send an email to: bos@ncceh.org to ensure we have your contact information.	
	Supporting Materials: <ul style="list-style-type: none"> • Regional Lead Contact List 	
TWO	Agenda Item: Approval of Minutes	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes, by common consent
	Background Information:	
	Supporting Materials: <ul style="list-style-type: none"> • Copy of October's Meeting Minutes 	
My Action Items:		
THREE	Agenda Item: NCCEH Announcements	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: <ul style="list-style-type: none"> • NCCEH is now under contract with NC DHHS to coordinate the Balance of State Continuum of Care. NC DHHS committed to fund the CoC coordination through June 30, 2013. Advocacy efforts will be needed to ensure funding for the State's next fiscal year. • Emila Sutton has left NCCEH for a position with the Housing Finance Agency. NCCEH will be posting the vacant position this month and asks that BoS members share it with appropriate candidates. • NCCEH staff have created this new agenda format in order to provide BoS Steering Committee members and other interested parties clear information. Staff will walk through the agenda on the call. Suggestions for changes are welcome. 	

	Supporting Materials:	
	My Action Items:	
FOUR	Agenda Item: BoS CoC Pre-Application	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Information <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information:	
	<ul style="list-style-type: none"> This year's pre-application was shorter than it has been in recent years. Because of changes from HEARTH, we were not able to run the pre-application the way we have in the past. We'll discuss what's happened to date and where we are in the process. NCCEH staff will review the list of pre-applicants that are ready to move forward in the application process. The CoC application is expected to be available from HUD any day. 	
	Supporting Materials:	
My Action Items:		
FIVE	Agenda Item: Application Subcommittees	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Information <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information:	
	<p>Two subcommittees are needed for the BoS CoC NOFA application.</p> <ul style="list-style-type: none"> Review Criteria (Scorecard) Subcommittee: Determines the criteria and standards against which projects will be scored in the project review process. Project Review and Ranking Subcommittee: Reviews and ranks new project applications based on the scorecard created by the Review Criteria (scorecard) subcommittee. Renewal Scorecard: Renewal projects will not be scored by the project review and ranking subcommittee during the NOFA application. Instead, renewals will be scored on a re-allocation scorecard in late winter/early spring. 	
	Supporting Materials:	
<ul style="list-style-type: none"> 2011 Scorecard New Projects 2011 Scorecard for Renewal Projects 		
My Action Items:		
<ul style="list-style-type: none"> Determine who will represent your RC on these subcommittees. The same person can serve on both committees, or you can choose different people. Project Review Subcommittee members may NOT be applicants for new projects in the 2012 application. Send who will represent your RC on these subcommittees to bos@nceh.org by Nov. 9th. 		
SIX	Agenda Item: Point-in-Time Count	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Nancy Holochwost	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information:	
<ul style="list-style-type: none"> The 2013 Point-in-Time Count will be held the night of Wednesday, January 30. 		

	<ul style="list-style-type: none"> • NCCEH creates reporting forms for the count. The 2013 forms will be posted by early January; the 2012 forms are on the website for reference. • Resources on conducting a count are posted on the NCCEH website. We've created a 2013 PIT Resource document you can share with your community. NCCEH is working with HUD TA provider Abt Associates to hold a PIT Count webinar during November. • Each Regional Committee must select a PIT Count lead who will be the main point of contact for NCCEH staff during the count. The PIT lead is responsible for ensuring all reporting forms for the region's agencies are turned in on time. 						
	Supporting Materials: <ul style="list-style-type: none"> • 2012 PIT Count Reporting Forms • 2013 PIT Count Resource Sheet • Webpage with resources for conducting a PIT Count 						
	My Action Items: <ul style="list-style-type: none"> • Begin to discuss who your PIT lead will be. You will need to notify bos@ncceh.org who this person is by early January. 						
SEVEN	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Agenda Item: Regional Committee Updates</td> <td style="width: 40%;">Agenda Item Completed: <input type="checkbox"/></td> </tr> <tr> <td>Presenter: Denise Neunaber</td> <td>Estimated Time: 10 min</td> </tr> <tr> <td>Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions</td> <td>Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> </table> <p>Background Information:</p> <ul style="list-style-type: none"> • NCCEH has created a webpage for each Regional Committee. Information listed on these webpages includes: Regional Lead contact information, meeting schedule and location, CoC grantees within the regional committee, regional committee meeting minutes. Regional Leads will need to ensure that this information is accurate and notify NCCEH when anything changes so these pages can stay accurate. <p>Supporting Materials:</p> <ul style="list-style-type: none"> • Regional Committee Webpages (all pages will go live Tuesday morning for the Steering Committee call) <p>My Action Items:</p> <p>Go to your Regional Committee's webpage: http://ncceh.org/bos/regionalcommittee/</p> <ul style="list-style-type: none"> • Check the information that is on the page, send corrections to bos@ncceh.org • We are only posting RC meeting minutes from September 2012 and moving forward. If other information is missing, that means that NCCEH does not have that information. We want all of these sections to be filled out on your page. Send additions to bos@ncceh.org • If you'd like editing rights to maintain your own page, let us know at bos@ncceh.org 	Agenda Item: Regional Committee Updates	Agenda Item Completed: <input type="checkbox"/>	Presenter: Denise Neunaber	Estimated Time: 10 min	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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	Supporting Materials:
	My Action Items:
END	11:30 Adjournment
NEXT MEETING: December 4, 2012 @ 10:30 via conference call	