

**COC Monthly Meeting Minutes**  
Multi Purpose Room at Greenville Housing Authority  
1103 Broad Street, Greenville, NC  
August 11, 2010

Present:

**Alberto Blanco**, ReStart Inc  
**Sylvia Brown**, City of Greenville Community Development  
**Georgia Claxton**, Recovery Innovations – Hope Station Wellness City  
**Sharon Edwards**, Pitt Co. Department of Social Services  
**David Farrington**, ReStart Inc  
**Monica Futral**, Greenville Housing Authority – VASH  
**Teresa Gaskins**, STRIVE (Re-Entry)  
**Susan Hall**, Recovery Innovations – Hope Station Wellness City  
**Lynne James**, Greenville Community Shelter  
**Nicole Kiefer**, The Arc of NC  
**Teresa Lee**, ReStart  
**Linda Mandell**, SOAR Caseworker, Greenville Comm. Shelter  
**Amy Modlin**, ECBH, LME  
**Don Rogers**, Greenville Housing Authority  
**Rob Tripp**, CHIN  
**Becky Tyndall**, Greenville Independent Living  
**Paulette White**, Pitt County Planning  
**Rhonda White**, ReStart  
**Talaika Williams**, ECBH

Minutes from July 14, 2010

Minutes from July 14, 2010 were read. Motion to accept made by Lynne James, 2<sup>nd</sup> by Sharon Edwards and minutes accepted.

Balance of State – Updates

Paulette White and Don Rogers attended the August 2010 Steering Committee conference call for the BoS. Most of the meeting dealt with 2010 HUD-CoC grants. Paulette reviewed important dates for 2010 HUD-CoC grant submissions. The NC BoS required agencies that would be submitting a grant in the 2010 cycle, submit a pre-application to the NCCEH by June 4<sup>th</sup>. Don Rogers reported that the Greenville Housing Authority is planned to submit a 2010 grant for a new Shelter + Care project and Lynne James reported that the Greenville Community Shelter would submit a renewal grant for its permanent supportive housing, Solid Ground. The NOFA (Notice of Funding Availability) has not been published by HUD. However, there are several items that can be addressed now.

- 1. Participation Form** – As part of the HUD CoC grants, all participating agencies are listed. NCCEH has created a participation Form that can be used by agencies. In Pitt County, agencies fill out the form and return to Paulette White. An intern working with Paulette will enter the information into the BoS website. This was done last year. All agencies are requested to fill out the form and return to Paulette White as soon as possible. (contact sheet was handed out at the meeting)

2. **Project Review Form.** Regional committees are asked to review the grants before they are sent forward to the BoS. Paulette asked that a Pitt Co. CoC Grants Review Committee be set up to review and score these grants. Amy Modlin and Sylvia Brown volunteered. The completed and signed Project Review Form is due to NCCEH by September 7. Paulette will email copies of the pre-applications to committee members and set up a review time and location.

Paulette provided copies of the 2010 NC BoS Scorecards. There are two scorecards, one for new grants and one for renewal grants. These scorecards will be used to evaluate and rank 2010 HUD grants for the NC Balance of State. A grant will need to receive a minimum of points to be submitted to HUD for approval. It's an objective way to score for both renewal and new requests.

#### Homeless Prevention & Rapid Re-housing Program Updates

Sharon Edwards provided the monthly report for the Pitt Co. HPRP program. For July, DSS staffed 26 cases. Thirty two (32) households received financial assistance. As of July 31, DSS had 39 cases ongoing and/or pending. In July, 7 cases stably housed and their cases closed. Approximately \$36,000 was spent for financial assistance to households and overhead for the month of July. Since November 2009, 51 households have been stably housed and existed from the program. Eighty-three (83) are currently receiving financial assistance. Twenty-one cases have been closed for other reasons such as relocation, or did not meet HPRP criteria. To date \$256,000 of \$1,000,000 has been spent - \$19,000 under target.

Sharon reported that Pitt Co. just completed a federal monitoring and did very well, with no findings against the program. The monitor said if she were homeless anywhere she'd like it to be in Pitt County.

DSS continues to see referrals, from other agencies. The DSS crisis unit refers the largest number of clients.

ECBH, LME – Amy Modlin reported the ECBH program is going well. Travel time for the outer counties is an issue. She would like to hire two more case managers to deal with this issue. Beaufort County is not participating so a case manager goes to their DSS. Amy reported that ECBH also did well on monitoring federal monitoring. Case workers have an average of 12-20 cases each.

#### SOAR Program Update (SSI/SSDI Outreach, Access, Recovery)

Sharon Edwards reported on the program results for DSS SOAR. No referrals were in the month of July. A couple of applications were submitted the last week of June and three applications submitted the first week in August. Seven (7) cases ongoing; 1 approved, none closed. Through July, a total of 34 people have been referred. Twenty-six applications have been submitted. Of those, ten (10) are pending and eight (8) have been approved. referrals since June, 26 submitted, 10 pending at the end of June and 8 approved.

Linda Mandell reported that she is working on three (3) applications. Two of clients were referred to her from the Greenville Community Shelter and one (1) is unsheltered. A total of six (6) people have been referred to her for pre-screening and evaluation.

There was some discussion on establishing ID for homeless persons. It can be difficult to obtain records for Social Security. If person is without any identification, the Social Security office will accept sealed school transcripts and medical records as a form of ID. With those records, a card can be replaced. Birth certificates are also acceptable. A Soar representative can't handle a client if they already have an attorney. Client must make a choice as to which representation they want. If they already have a representative and decide to change (from Soar to attorney or from attorney to Soar) they will lose their protective filing date.

#### Permanent Supportive Housing Program Updates

Greenville Housing Authority – VASH, Verdura, Shelter Plus Care

Monica Futral reported that the VASH vouchers were almost gone. They have issued 38 vouchers. There is one pending for Verdura. Monica felt that this person should be in within two weeks. This unit is for chronically homeless individuals. She also reported on Life House. There are 20 units at Life house, all for disabled. These units are full.

Monica also distributed pre-application brochures for the new housing program, Crystal Springs. This housing project will be ready for December 2010 move in. Monica is developing a list of persons interested in this housing. She will begin call in people to for formal applications soon. She reminded the group that this housing project was for Seniors. Some units are 55 and older with tax credits so they can be used for low income seniors. She also provided a handout that has the floor plan for the apartments.

A couple of residents at Life House are interested in Crystal Springs. If they move over, it would free up those units for disabled (no age requirement). Applications for these units will go to Kim Dupree, the compliance manager at Excel Management in Raleigh. Ms Dupree will verify the applicants qualify for tax credit compliant and will do the final approval screening for applications. The units are not furnished. Monica stated that God's Love (associated with Covenant Church) in Winterville can assist with furniture.

Don Rogers reported that the Greenville Housing Authority had received notification from HUD that its 2009 Shelter Plus Care Voucher program was funded. He reminded the group that HUD is very slow to sign and return approvals and no money can be spent until these final contracts are signed.

Lynne James announced that the Greenville Community Shelter still has one opening in its permanent supportive housing. This opening is for a male who would share a two-bedroom apartment with another male. There is also an opening for a female (also shared apartment situation). The Shelter currently has a two bedroom unit at Barrett Place Apartments that is wheelchair accessible. She hopes to retain that unit.

#### CHIN – Training Calendar

Rob Tripp report that CHIN finished running the ESG reports for the system. CHIN will have representatives at the training for HEARTH Act Grant. Hunter Thompson, the director of CHIN is leaving at the end of August. A re-organization plan was submitted to the Steering Committee for CHIN and approved at its last meeting. CHIN will expand its Help Desk staff and re-assign so director's duties to other staff members. Rob will take on Communications and the Website. It was noted that the website is having problems and Rob will check in to this. Rob reported that CHIN is now sending out a monthly electronic newsletter.

### Clinic at Joy Soup Kitchen

Paulette White noted the newspaper article on Project Elevation. This clinic is staffed by Brody medical students one day a week. The funding to set up the clinic came from the Schweitzer Grant and their focus is substance abuse and health issues. This group has set up a website for the project where individuals can sign up to volunteer. That website is [www.projectelevation.org](http://www.projectelevation.org)

### Other Announcements

- Nicole Kiefer of ARC of NC passed out a housing flyer (for people with developmental disabilities) There are a few vacancies in Greenville for people with developmental disabilities who reside anywhere within ECBH area. Minimum monthly income requirement of \$300 and the rental is 30% of income. Contact number on flyer and currently taking applications. One unit with roll-in shower, the units remaining are single story.
- Sylvia Brown announced two items of interest:
  - a non-profit workshop for groups that expect to apply for funding through the city on Wed. 9/29. There are 2 sessions, one 12N-2p and 6-8p at Sheppard Library, Room 1. Applicants only need attend one session. Applicants must have a representative at one of the workshops to apply for funding.
  - Greenville has a new energy efficiency revolving loan program. It's targeted to owner occupied households at 80-120% AMI. Assist with 3% loan to assist household to be energy efficient. Greenville Utilities will write up an estimate of the cost to make the home energy efficient. The target is to make the loan to 10 households at \$25,000 per household. It is for single family households only.
- Alberto Blanco announced a family fun run for the weekend of September 18, 2010 in the Town Commons in Greenville, NC.