



North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Balance of State Steering Committee Meeting 10.7.14

Regional Leads Present:

Brian Alexander, Debbie Cole, Kim Crawford, Nicole Dewitt, Rhoda Emanuel, Jennifer Flood, Alvin Foster, Kelly Lacy, Joe Marks, Casey McCall, Jane Motsinger, Debra Clarke (for Bart O'Sullivan), Melissa Payne, Faye Pierce, Melissa Pressley, Susan Pridgen, Candice Rountree, Mollie Tompkins, Rasheeda Sturdivant, Bob Williams

Regional Leads Absent:

Chris Battle, Asia Elzein, Tonya Gray, Amy Modlin, Sharon Osborne, Joel Rice, Glenda Riggs, Juliet Rogers, Marie Watson

Interested Parties Present:

Natalie Allen, Kristi Case, Teresa Cook, Gayle Fernandez, Marlene Harrison, Pam Hunt, Sarah Lancaster, Cheryl Manuel, Laura McDuffee, Larry McMullen, Mark Owen, Sharon Poarch, Detra Purcell, Andrew Romines, Janice Sauls, Robin Shue, Amy Steele, Emila Sutton, Lori Watts, Talaika Williams, Teena Willis

NCCEH Staff Present:

Denise Neunaber, Corey Root, Terry Allebaugh

Approval of September Minutes

There being no changes needed, the minutes were approved by common consent.

ESG Application Update

- The State ESG office made its funding award announcements on October 1 and 2.
- Highlights from BoS applications:
 - 7 Regional Committees had new project applicants
 - 9 Regional Committees applied for more funding than in 2013
 - 2 Regional Committees applied for less funding than in 2013
 - 4 Regional Committees redistributed funding to different agencies
- Steering Committee members noted that the ESG office did not provide a breakdown of funding by agency. Denise noted that NCCEH staff will contact the ESG office to request they send this information to Regional Committees.

CoC Application Update

- CoC application timeline:
 - Sept. 25: Scorecard Committee met to update scorecard for this year
 - Oct. 3: Project applications due to NCCEH

- Oct. 7: Steering Committee approves final scorecard
- Oct. 7: Project Review Committee orientation meeting
- Oct. 15: Project Review Committee scoring is complete
- Oct. 17: Project Review Committee meets to create ranked list of projects
- Oct. 20: Steering Committee meeting to approve final ranked list of projects
- Oct. 20: Applicants notified if their project is not included in the final application
- Oct. 24: All project applications must be complete and submitted in esnaps
- There are 42 eligible renewal projects from 23 applicant agencies.
- The BoS' Annual Renewal Demand (ARD), the amount needed to fund all renewal projects, is \$5,696,021. HUD is requiring CoCs to place project applications into two tiers, as was required in the last two application cycles. In the past, HUD did not have enough funding for all renewal projects, so project placed in Tier 2 were at risk of not being funded. This year, we expect that HUD will have enough funding for all renewals. The tiers are a way for CoCs to set priorities for project funding.
 - Tier 1 = ARD minus 2% (\$5,582,100)
 - Tier 2 = remaining 2% (\$113,921)
- Each CoC is allowed to submit an application for a new bonus project, which must be a permanent supportive housing project dedicated to serving 100% chronically homeless participants.
 - The project budget can be up to 15% of the CoC's final pro rata need (BoS amount = \$1,418,014). This funding is on top of the CoC's ARD. HUD has set aside \$40 million nationally to fund the bonus projects.
 - Bonus projects are scored on a 100-point scale. Each CoC is assigned a preliminary point value between 0 and 60 points based on factors like chronically homeless population and existing projects to serve chronically homeless people. The BoS was given 30 out of the 60 preliminary points, meaning our maximum total score can be no more than 70 out of 100 points.
 - The Steering Committee was asked to consider whether it is worth trying to submit an application for the bonus project within the short timeframe we have. One option would be for East Carolina Behavioral Health (ECBH) to apply, since they submitted an Intent to Apply form for a new application. A second option would be for the State to submit an application for all 79 counties in the BoS and sub-grant the funds to local agencies. A third option would be to have an open RFP for other agencies to submit applications. If more than one agency was interested in applying, the BoS would need to create a process to select which one is submitted.
 - The Steering Committee asked NCCEH staff to explore the options of having either ECBH or the State apply for the bonus project.
- The Steering Committee was provided with a version of the scorecard that included all changes the Scorecard Committee made. These changes included:
 - Formatting changes to section headers
 - Changes for consistency – “yes” is now uniformly good and “no” is now uniformly bad throughout the scorecard
 - The question asking about key elements of PSH projects is now worth points instead of being a threshold question. It will be a threshold question in 2015.



- Last year positive points were awarded for 100% eligible entries into the program. Because this is a basic requirement, this year no positive points will be awarded; projects will lose points for less than 100%.
- Questions asking about the agency's relationship to the community and Regional Committee performance will only be scored on the project's "home" Regional Committee. This is how it has been scored in the past. Next year projects will be scored on all Regional Committees covered by the project.
- The scorecard currently says that several items in the Agency's Relationship to Community section and the Regional Performance section will be scored from January to October, but because of the normal lag time in minutes being submitted, Denise suggested that these questions be scored for a different timeframe, such as from January to August. Steering Committee members discussed this and suggested that these measures be scored instead on the previous 12-month period. It was decided that this period would be September 2013 through August 2014.
- A motion was made and approved to approve the scorecard as amended by the Scorecard Committee with the addition of the 12-month period for scoring noted above [Foster, Alexander].

HMIS Lead Administrator Ratification

- The CHIN Governance Committee selected the Michigan Coalition Against Homelessness (MCAH) to be the HMIS administrative agency for North Carolina. Last month, the Steering Committee requested more information from the Governance Committee and MCAH about the HMIS transition timeline, MCAH's final cost and how it was determined, and how the MCAH governance structure will be adapted to fit North Carolina. NCCEH has received some updates on these issues:
 - The NC Housing Coalition has agreed to extend its contract and operate CHIN until April 30, 2015. MCAH is planning to visit North Carolina during the first week of November to begin an evaluation of the current system and plans to hire their North Carolina liaison by the end of March.
 - There are three main costs for HMIS: MCAH's staff and overhead, the Bowman contract for software, and local costs for each CoC's system administrators.
 - It has not been decided how CoCs will share the cost for MCAH and Bowman.
 - Local costs will be determined by how many other CoCs choose to use NCCEH to staff their HMIS. NCCEH currently has two HMIS staff for the Balance of State. To date, 6 other CoCs have expressed interest in having NCCEH house their HMIS staff as well.
 - From initial estimates, it appears that the BoS HMIS grant will be sufficient to cover the BoS' costs, and licenses can continue to be provided at no cost to agencies.
 - The governance structure is still under discussion.
- BoS Governance Committee representatives were asked if they had any additional comments. Nicole noted that during the last Governance Committee meeting, it was clarified that ratification of the administrative agency agreement is not a binding contract, but rather an agreement to begin moving forward with the transition process.



- A motion was made and approved to ratify MCAH as the HMIS administrative agency [Dewitt, Pridgen]. All in favor; none opposed.

CHIN Governance Committee Members

- Some of the BoS Governance Committee members have rotated off the committee. An updated slate of representatives, who will serve through June 2015, was presented for approval:
 - BoS overall: Corey Root, alternate Tia Sanders-Rice
 - BoS Region 1: Brian Alexander, alternate Paulette White
 - BoS Region 2: Kim Crawford, alternate Joe Marks
 - BoS Region 3: Nicole Dewitt, alternate Matt Alexander
- A motion was made and approved to approve the slate as presented [Pridgen, Payne]. All in favor; none opposed.

Zero: 2016

- During the last Steering Committee meeting, NCCEH asked Regional Committees to get in touch if they were interested in applying for the Zero: 2016 campaign, which seeks to eliminate chronic homelessness and veteran homelessness. One Regional Committee expressed interest.
- Due to the short deadline for this application and the fact that there were concerns about meeting threshold requirements, the BoS did not apply for the campaign.
- NCCEH staff compiled information about Regional Committees with the most chronically homeless people and homeless veterans. This information will be reviewed at a future Steering Committee meeting as part of a discussion about reducing these numbers to zero.

NC BoS Governance Charter

- HUD requires all CoCs to have a governance charter and to update it at least annually. Marie Watson and Faye Pierce volunteered to serve on a governance charter workgroup to review and suggest needed changes. The proposed changes were provided to the Steering Committee for review:
 - The list and map of Regional Committees were moved from the main body of the charter to an appendix
 - Information about coordinated assessment was added to the main body of the charter
 - Some minor changes were made to wording for clarity
- A motion was made and approved to approve the amended governance charter [Payne, Pierce]. All in favor; none opposed.

Coordinated Assessment Update

- Two of the six coordinated assessment workshop have been held. The complete schedule is posted at <http://www.ncceh.org/files/4798/>.
 - Jane noted that attending the workshop helped her Regional Committee understand the reasoning behind coordinated assessment and helped them map out their system.
- Each Regional Committee is required to submit a coordinated assessment plan to the BoS. Deadlines are based on the date of the Regional Committee's workshop. Requirements for the plans will be discussed in detail at the workshops.



- The Coordinated Assessment Council is a standing committee of the Steering Committee. The council will review coordinated assessment plans from Regional Committees, recommend plans for approval, and address grievances submitted from local users of coordinated assessment systems.
 - The council will consist of CoC representatives and statewide experts. The Steering Committee was asked to consider how representation should be allocated.
 - Steering Committee members recommended that CoC representatives be based on the tiers used for the coordinated assessment workshops, while ensuring that different provider groups and geographic areas are fairly represented.
 - NCCEH recommends that statewide representatives include the following:
 - 3 slots from DHHS (ESG, Key & Targeted program, mental health)
 - 1 slot from VA
 - 1 slot from NC Housing Finance Agency
 - 1 slot from United Way of NC/211
 - 1 slot from NCCEH (executive director or other state-level position as opposed to BoS-specific position)
 - Denise noted that each of these slots represents an important program that it would be beneficial to link to through coordinated assessment.
 - NCCEH recommended that Corey and Emily staff the council and provide administrative support.
 - A motion was made and approved to form the council with 1 CoC representative for each of the 6 tiers and 7 statewide representatives as proposed, with NCCEH staffing the council [Alexander, Pierce]. All in favor; none opposed.

Upcoming Meetings

- No PSH, RRH, or data quality subcommittee meetings this month
- CoC application meetings:
 - Project Review Committee orientation: Tuesday, October 7, 1:30 (register at <http://www.ncceh.org/events/778/>)
 - Project Review Committee project ranking meeting: Friday, October 17, 2:00 (register at <http://www.ncceh.org/events/779/>)
 - Special Steering Committee meeting: Monday, October 20, 12:30

Regional Committee Updates

- Rockingham is holding a veterans stand-down on October 31 starting at 9:00 a.m.

Reminders

- Coordinated assessment workshop delegations: Register for your workshop on the NCCEH website calendar at <http://www.ncceh.org/events/month/>.
- Regional Leads: Appoint representative to the Project Review Committee if you have not already done so. Email contact information to bos@ncceh.org.
- Regional Leads: Attend special Steering Committee meeting to vote on project application ranking on October 20.



- Project Review Committee representatives: Attend meetings on October 7 and October 17.

Next Meeting: Special meeting to approve project ranking Monday, October 20, at 12:30.

Next Regular Meeting: Tuesday, November 4 at 10:30.

