North Carolina
Balance of State Continuum of Care

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NC Balance of State CoC Steering Committee Meeting Agenda
Tuesday, December 2, 2014, 10:30 am – 12:00 pm
Call-in info (audio): (218) 895-9693, conference code 805232#
Online presentation: https://join.me/nccehrocks

START	**10:30 Welcome & Call to Order**

ONE	**Agenda Item: Roll Call**	
	Presenter: Nancy Holochwost	**Estimated Time:** 5 minutes
	Background Information: Roll call is for elected regional leads; other callers should identify themselves afterwards. If this is your first time calling in to a NC BoS Steering Committee meeting, please email bos@ncceh.org with your contact information.	
	Supporting Materials: • Regional Lead Contact List: ncceh.org/files/3430	

TWO	**Agenda Item: Approval of Minutes**	
	Presenter: Corey Root	**Estimated Time:** 5 minutes
	Goal: ☒Share Info ☒ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☒ Yes, by common consent
	Supporting Materials: November minutes: ncceh.org/files/5135	

THREE	**Agenda Item: Human Trafficking**	
	Presenter: Jessica Porta	**Estimated Time:** 10 minutes
	Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information: North Carolina is one of the top ten states for human trafficking. The Salvation Army is working with victims of human trafficking in North Carolina and has had no shortage of work. A representative will talk with Steering Committee members about human trafficking – what it is and what to do if you suspect it is present in your community.	
	Supporting Materials: • Project FIGHT (Freeing Individuals Gripped by Human Trafficking): http://www.salvationarmycarolinas.org/wakecounty/programs/social-ministries/project-fight/ •	
	Action Items: • **To get help for human trafficking:** 1-888-3737-888	

FOUR	**Agenda Item: Point-in-Time Count**

Presenter: Nancy Holochwost	**Estimated Time:** 10 minutes
Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No

Background Information: The 2015 Point-in-Time count will be Wednesday January 28. NC BoS staff will give an update on the plan for this year's PIT, upcoming training and recently released HUD guidance for conducting Point-in-Time counts. All Regional Committees must appoint a PIT point person.

Supporting Materials:
- NCCEH Point-in-Time resources: ncceh.org/pointintimehowto
- 2015 HUD HIC and PIT Count Data Collection Guidance: ncceh.org/files/5110

Action Items:
- **Regional Leads:** Email bos@ncceh.org with PIT point person contacts if you have not already done so.
- **PIT point people:** Review NCCEH resources and HUD PIT guidance, watch for more info on training coming soon

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FIVE

Agenda Item: AHAR Update

Presenter: Tia Sanders-Rice	**Estimated Time:** 10 minutes
Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No

Background Information: Staff will provide an update on the progress with the 2014 AHAR submission – where we are, next steps and actions requested by agencies.

Action Items:
- **CHIN Users:** Respond to emails, take action if needed

SIX

Agenda Item: Regional Lead Elections

Presenter: Corey Root	**Estimated Time:** 10 minutes
Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No

Background Information: The NC BoS Governance Charter states, "Each Regional Committee elects one Regional Lead who serves on the NC BoS governing body, the Steering Committee. The Regional Committee should also elect an alternate to fill in for the Regional Lead when needed." Regional Leads and alternates should be available to come to an in-person meeting in Raleigh on Wed. Feb. 25.

Supporting Materials:
- **NC BoS Governance Charter:** ncceh.org/files/3443

Action Items:
- **Regional Committees:** Prepare to elect Regional Leads and alternates in January

SEVEN	**Agenda Item: Coordinated Assessment Update**

SEVEN	**Presenter:** Corey Root	**Estimated Time:** 15 minutes
	Goal: ☒ Share Info ☒ Obtain Input ☐ Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information: NC BoS Staff will give on update on the makeup and work of the Coordinated Assessment Council (CAC) and discuss the progress of Coordinated Assessment Plan submission. We will also ask for feedback from communities on how the coordinated assessment planning process is going locally.	
	Supporting Materials: • 2014 – 2015 Coordinated Assessment timeline: ncceh.org/files/5103	
	Action Items: • **Regional and CA Leads:** Respond to requests for further information from NC BoS staff or CAC members	

EIGHT	**Agenda Item: 2015 BoS Subcommittee Schedule**	
	Presenter: Corey Root	**Estimated Time:** 10 minutes
	Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information: NC BoS staff will share the subcommittee schedule for 2015 and review the purpose and intended audience of each committee.	
	Action Items: • Register for subcommittee meetings on the NCCEH website: ncceh.org/events/month/	

NINE	**Agenda Item: Upcoming Meetings**	
	Presenter: Corey Root	**Estimated Time:** 5 minutes
	Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No

	Background Information:
	• RRH Subcommittee meeting
	   o Fri. Dec. 12, 10:30-11:30 AM
	   o ncceh.org/events/752/
	• CoC Grantees Scorecard Review
	   o Thu. Dec. 18, 2-3 PM
	   o ncceh.org/events/803	

	Action Items: • RRH Program Managers – attend RRH Subcommittee meeting • CoC grantees – attend Scorecard Review meeting	

TEN	**Agenda Item: Regional Committee Updates**
	Presenter: Corey Root / **Estimated Time:** 10 min
	Goal: ☒ Share Info ☒ Obtain Input ☐ Make Decisions / **Formal Approval Needed?** ☐Yes ☒ No
	Background Information: • Time reserved for Regional Leads to share information about Regional Committee activities, ask questions of the group, and share successful strategies.

ELEVEN	**Agenda Item: Reminders**
	Presenter: Corey Root / **Estimated Time:** 5 min
	Action Items: • **To get help for human trafficking:** 1-888-3737-888 • **Regional Leads:** Email bos@ncceh.org with PIT point person contacts if you have not already done so. • **PIT point people:** Review NCCEH resources and HUD PIT guidance, watch for more info on training coming soon • **CHIN Users:** Respond to emails, take action if needed • **Regional Committees:** Prepare to elect Regional Leads and alternates in January • **Regional and CA Leads:** Respond to requests for further information from NC BoS staff or CAC members • Register for subcommittee meetings on the NCCEH website: ncceh.org/events/month/ • RRH Program Managers – attend RRH Subcommittee meeting • CoC grantees – attend Scorecard Review meeting
END	**NEXT MEETING:** Tuesday, January 6, 2015, 10:30 a.m.