

**Homeless Coalition of Transylvania County
Meeting Minutes**

**Location: Brevard Housing Authority
133 W. Morgan Street
Brevard, NC 28712**

Date: September 18, 2012

- **Welcome and sign in**
- Jennifer Flood called the meeting to order at 9:00 AM
- Attendees:

Erika Gonzales, Brevard Housing Authority	Jennifer Kerr, The Haven
Don Rogers, United Way	Emily Lowery, The Haven
Milton Butterworth, Blue Ridge Medical Center	Beth Branagan, Transylvania County Schools
- Emergency Solutions Grant (ESG)
 - Submitted August 13, 2012
 - Announced \$68,000 awarded, county wide for rapid rehousing
- HUD has determined that Housing Authorities do not qualify as lead agencies or fiscal sponsors
 - The Haven is now the lead agency and fiscal sponsor
- ESG Scope of Services
 - Based on the Home Program implemented by WCCA
 - Coordinated intake will be done at a location other than the HAVEN
 - Hours and dates of applications to be determined
 - Training dates to be announced
 - Applications and guidelines will be available after training is completed
 - Referrals made from other agencies in Transylvania County
 - All applicants will be entered into the Carolina Homeless Information Network (CHIN) and in TRAIN's Charity Tracker
 - Homes will be inspected by the Case Manager following HUD directions
 - Goal to house 8-10 clients a month
 - Funds will be available for the following:
 - Rental Deposits
 - Utility Deposits
 - Cost of State ID's and birth certificates
 - Outstanding utility and rent payments, six month ceiling, and after eviction
- Continuum of Care/Balance of State funds will not be applied for this year because the Coalition was not established prior to March of 2012.