

Northeastern Homeless Coalition - Region 11 Committee Meeting

Roanoke-Chowan Community Health Center
Ahoskie, NC

December 12, 2017 – 1:00pm

Attendance

Agency	Representative(s)
Hertford County DSS	Avis Murphy
*NC Works	Wayne Bray
Trillium Health Resources	Lakitra Claude Melissa Eastwood
*Mid-east Regional Housing Authority	Erica McCloud
Roanoke-Chowan Community Health Center	Nicole Boone
*Hertford County Public Health Authority	Cherri Brunson
*Vidant Roanoke-Chowan Hospital	Sonya Askew-Williams

**Called into the meeting*

Minutes

Call to Order

- The meeting was called to order by Nicole Boone.

Roll Call and Review of Agenda

- Those in attendance (phone included) introduced themselves. Also, everyone took a few minutes to review the items on the agenda and was given a chance to add to it.

Review and Approve Minutes of October Meeting

- The committee reviewed the minutes from the last meeting (October 10, 2017). There were no corrections to be made. A motion was made by Avis Murphy to accept and approve the minutes of the last meeting and it was seconded by Nicole Boone.

ESG Funding for 2018

- The Review Committee (Nicole Boone, Melissa Eastwood and Lakitra Claude) reviewed the applications and offered assistance to all of the agencies that submitted an application for ESG funding.
- Hertford County DSS was awarded \$13,415 for Street Outreach and River City was denied funding (SEE ATTACHMENTS). Hertford County DSS has until 12pm, December 15th to send in their Program Operational Guidelines and Program Intake Form for the Street Outreach.
- Both agencies have an opportunity to appeal the decision and/or request a review. The appeal must be in writing on the organization's letterhead and signed by the contract signing authority. The appeal letter must include the reasons for the appeal and any

proposed solutions. Hertford County DSS has decided not to appeal and as of today, we do not know of River City's intentions

- Once Hertford County DSS submits all of the required documents, the 2017-18 ESG Contract will be mailed to them for their signature.
- Nicole mentioned that the Committee can request a copy of the score card to see where we fell short.
- It was also mentioned that the committee should try to reach out to CADA to invite them to come back to the regional committee

Point in time Count Discussion & Committee Formation

- The PIT and HIC Count will now be held the night of Wednesday, January 31st.
- The PIT Count is a count of people experiencing homelessness (in emergency shelter, transitional housing and unsheltered situations). The HIC Count is an inventory of programs that provide shelter or housing to homeless people (emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing)
- The committee needs a PIT Lead – an email will be sent to the entire committee asking for someone to volunteer to be the PIT Lead
- Volunteers are also needed to assist with the count. It was suggested that the committee reach out to the American Legion and the Sherriff's Department to see if they would assist with the count
- It was noted that in some counties, the Sherriff's Department may not be able to go with us, but can lead us to those that are homeless
- We have 7 days after the 31st to gather information for the PIT
- Melissa stated that Talaika Williams is willing to share her email distribution list from last year's count
- So far, the following people have agreed to cover the following counties:
 - Nicole – Hertford
 - Erica – Hyde and Tyrrell
 - Lakitra – Camden and Pasquotank
 - Cherri – Gates
 - Chowan, Perquimans, Currituck and Dare need coverage
- The forms to be used for the PIT should be available by the end of December. The forms will be posted at www.ncceh.org/pitforms
- There will be a webinar for regional PIT leads and members of PIT committees on Thursday, January 4, 2018 from 2:00pm – 3:30pm. Register at www.ncceh.org/events/1218. Every Regional Committee must have at least one person attend this webinar. Trainings on how to complete the form will be posted on the NCCEH website by the end of the month
- The region will meet on January 17th from 10:00am to 12:00pm to cover how to fill out the forms, how to submit data and the local process for the unsheltered count.

Steering Committee Call Updates

- The Steering Committee will now include at-large members. Those individuals will include people from state government, public and private sectors, and people who were once homeless. The ten at-large members are:

- Barry Shipp, Urban Ministry Center of Charlotte
- Derrick Burnell, Union County Community Shelter
- Jessa Johnson, Supportive Housing Policy Director with the NC Department of Health and Human Services
- Angela Harper King, Supportive Housing Specialist/Community Development Specialist with the NC Department of Health and Human Services
- Lisa Phillips, State Coordinator for the NCDPI Homeless Education Program
- Paul Kimball, NC Housing Finance Agency
- Dana Mangum, NC Coalition Against Domestic Violence
- Donna Fayko, Rowan County DSS and NC Association of County Directors of Social Services
- Christina Miller, Vidant Health
- Parker Smith, Pisgah Legal Services

Election of New Officers

- An election was held to elect new officers for the upcoming year. The following positions were filled:
 - Regional Lead – Nicole Boone
 - Alternate Lead – Vacant
 - Coordinated Assessment Lead – Melissa Eastwood
 - Webmaster/Secretary – Lakitra Claude
 - PIT Lead – Vacant
- A survey/ballot will be sent to the entire committee so people can vote/nominate people for the vacant positions. The survey/ballot must be completed by the end of the month.

Miscellaneous

- Coordinated Assessment Quarterly Reports are due January 8, 2018
- There have been changes to the Prevention and Diversion screen. The revised form can be found on the website and should be used immediately.

Adjournment

- It was motioned that the meeting be adjourned and it was seconded. The meeting was adjourned at 2:30pm. The next meeting is scheduled for 10:00am on Tuesday, January 16, 2018.

Submitted by:

Lakitra Claude

Webmaster/Secretary for Northeastern Homeless Coalition - Region 11