**Northwestern Continuum of Care**

**Data Quality Subcommittee Meeting**

**Northwestern Regional Housing Authority Conference Space**

**Tuesday, May 15, 2018 – 10:00 AM**

In Attendance: Tina Krause, Kim Cashatt, Bill Murray, Brian Husky, Gillian Hampton, Jennifer Herman, Meredith Malpass, Lori Watts, Kim Hill, Mari Johnson

* **Welcome & Agency Updates**
  + Division of Aging and Adult Services: Attending to learn about housing services and resources in the community.
  + OASIS: OASIS celebrated 40th year of service. This Friday is the agencies Midnight at OASIS annual fundraiser. Tickets are $40.
  + VA Medical Center: Buncombe county CoC held diversion training. VAMC now has a trainer on the process, and will offer diversion training for the continuum. Training is an estimated 4 hours.
  + VAYA Health: Housing funds for FY 2017 are fully expended. New applications for FY 2018 funding will be accepted in July. Funding levels are anticipated to remain the same as the previous fiscal year.
  + Hospitality House: Winter Shelter has ended, and the shelter remains at full capacity**.** The overflow beds have increased from 10 to 15. All permanent units are filled, and there are some transitional units that are being allotted to highly vulnerable clients. Wilkes expansion is still in process and the committee met last week to determine locations for family shelter. The FY 2018 budget has an additional 3 units in the scattered site program in Wilkes. HH will hire an additional service coordinator for this role. Wilkes second highest homeless family rate in the state? All clients in the service area are eligible for Wilkes Scattered Site program. Supportive services are emphasized for clients in this program. The proposed emergency shelter locations are limited to the highway corridors.
  + Daymark: Supported-employment program will begin being offered. It is based in Wilkes County, but offer to participants from the eight-county service area. Daymark is in the hiring process.
  + NWRHA: Vouchers have dropped down in numbers. The waiting
* **Update from Ned Fowler- NWRHA**
  + Grant opportunity for Regional Housing Vouchers
    - Mainstream Voucher Program: Non-elderly & disabled adult ages 18-61. Any member of the household can be used to qualify as long as they are 18 or older. Applications that contain partnerships with CoC service providers will be awarded additional points. $75,000-5M. NWRHA is asking for 50-200 vouchers. HUD has announced that there are multiple years of funding. TAC/NAEH presentation on the program was provided along with description of grant requirements from the NOFA.
    - June 18th deadline. Awards will be announced in August and funding is available immediately. Only 40 awards will be issued in the country.
    - NWRHA is requesting a synopsis of experience, services, capacity, and the average estimated value/cost for services provided from each CoC agency. Refer to highlighted section on the NOFA and pages 30-31 in the presentation for additional information. NWRHA is requesting narratives back within the next two weeks.
    - No MOUs have been released by HUD for the application process, but letters of intent are allowable.
    - Coordinated Entry is a large piece of the process. Marti to work with Kim to detail process.
    - Call Kim with any questions about application or requested synopsis.
    - Meredith to clarify what actions the VA is able to take in the application process. It is recommended that NWRHA connect with ABCCM and Community Link as they are the SSVF providers for the service area.
    - Jennifer offered to assist with collecting information from DV agencies.
    - A description and template to complete synopsis has been requested from NWRHA.
    - 80% of vouchers must be leased up within the first year, and 80% must be maintained.
    - Housing search process and an established landlord network is an area that requires development for current and future voucher programs.
    - Strategies for attracting landlords discussed – outreach & advocacy on program benefits to landlords and explanation of impacts on vacancy rates.
* **Data Quality Update- Marti Johnson** 
  + SYS Performance Measures due May 30th.
  + System-wide data quality improvements
  + DQ affected prior reporting years
    - No Annual Assessments
    - Invalid Intake Assessment
* **Grant Inventory Worksheet, PIT and COC Registration- Lori Watts**
  + Final HIC & PIT reports have been submitted
  + Handouts of HIC and County PIT counts have been provided
  + Lori anticipates questions from technical support in the coming weeks on submission. Explanations have been provided in the submission
  + CoC registration has been completed.
* **ESG Desk Guide 2018 Released- Tina**

Included in this guide are the procedures and process each grant recipient must follow in order to be in compliance with the federal, state and local ESG standards and regulations. The NC ESG Office encourages each grant recipient to share this guide with their employees and members of the organization involved in administering or overseeing the ESG funded programs.

* ESG Policy & Procedure instruction was offered at the NC Annual Conference
* The ESG office has produced a new desk guide outline standards for program implementation
* Grant review committee is requested to review desk guide to ensure that applicants are compliant
* Housing Review Committee needs to be established to be compliant with HUD/ESG guidelines for CES. This is apart of the system design outlined in the CoC’s CES standards.
* Local 24-7 hotline also needs to be established as a mandatory point of compliance
* Tina send Desk guide via email to necessary members
* ESG office will offer training in August for upcoming application
* ESG office also rolled out new quarterly report
* **Governance Committee and NC HMIS updates- Tina**
  + Governance committee met yesterday and the transition is scheduled to take place
  + Orange, Wake, and Balance of State will be on their own system. Data from overlapping agencies will need to be migrated over to the new system.
  + Overlapping programs include Daymark, VAYA, Easter Seals, ABCCM, and Community Link. Agencies will need to make determinations on which system they will enter if to if required.
  + It was determined that data belongs to agencies. There are significant concerns about privacy and lawyers are being consulted to determine how to move forward.
  + MCAH advised agencies that are remaining on the system to wait for further instruction before releasing data for transfer over to the new system.
  + The governance committee has revised the MOU and a call has been scheduled for Friday to further discuss the transition and data sharing.
  + Tina to send list of agencies whose data is requested in the transition
* **Other Business**
  + - Invites for reports from specific partners (youth/foster care, LGBTQ, etc.)
* **Upcoming Meetings and Dates:**
* NWCoC Steering Committee meeting – **Tues. June 19, 2018 – NRHA**
* Grant System Performance Review- May 30, 2018
* Remaining CoC Dates:
* Tues. June 19 Tues. July 17 Tues. Aug 21
* Tues. Sept. 18 Tues. Oct 16 Tues. Nov 13 Wed. Dec 12
* Out in the High Country proposed rescheduling date of July. Proposed topic is homelessness as related to the LGBTQ community