Northwestern Continuum of Care

September 29, 2015

Permanent Supportive Housing (PSH) & CoC Programs Subcommittee Meeting

MINUTES

**Present:**

**Lori/Smoky Mountain (SM); Jennifer/OASIS; David/Easter Seals; Carl ; Tina & Bob/HH; Tim/VA; Christina/NWRHA**

Update from Yancey: working with churches to rotate responsibility to staff a winter shelter in Burnsville; will try to include in the PIT

* **CoC Funding:**
  + NOFA for Collaborative & Project Applications – Released 9/17/15 – Notice to NWCoC posted 9/18/15
    - Link to announcement from October 2014
    - Availability to do SSO for coordinated assessment; for HMIS; and also for Rapid Rehousing – available through bonus $$
    - Need APR's from OASIS and HH
  + Project Applications due Wed. 10/21/15 COB, submit in Esnaps
    - Review and rank applications to be announced in early November
  + Notification of Project Rankings by Thurs. 11/5/15 CoB
    - Review committee is set and planned to review applications early Novmber to meet the announcement deadline of 11/5
  + Collaborative Application due Fri. 11/20/15 7:59:59 PM EST in ESnaps, 3 bonus points awarded if submitted by Thurs. 11/29/15 7:59:59 PM EST in Esnaps
    - Consensus is to go for the early bonus.
    - Question of whether there is a reduction in funding; HUD does it by Tier 1 and Tier 2 and we've always tried to get everything into Tier 1
  + Consistency with Consolidated Plan document for 2015 that has to be signed by the State
* **Emergency Solutions Grant (ESG) & Rapid Rehousing (RRH) update** – Hospitality House
  + RFA (Request for Application) out Fri. 9/25/15 – Due Friday 11/6/15
    - Updating figures for ER (emergency response) and HS (housing stability)
    - Ultimate deadline for ESG application is by physical mail November 5, 2015.
    - Project applications due 10/19/15
    - CoC project 10/21/15
    - Intent to apply for new applicants set for 10/9 – Lori will receive intents.
  + Application Review and Q & A webinars are scheduled for:
    - Thursday, October 8, 2015, 10:00 AM-12:00 Noon
    - Thursday, October 22, 2015, 10:00 AM – 12:00 Noon
  + Contract Certifications – Intent to Apply due by Fri. 10/16/15 to Sandra Coley via email [Sandra.Coley@dhhs.nc.gov](mailto:Sandra.Coley@dhhs.nc.gov) – Endorsement by CoC
    - CoC vice chair will write the letter (JH will help draft letter)
  + Capacity
  + Reimbursement
    - HH has spent $51k – for ES and HMIS (save for a little bit); a fraction of RR – still experiencing a significant delay
    - HH RR has been able to move new clients into housing, predominantly in Watauga, but also in Ashe and Wilkes and even Avery. Working with contact in Mitchell and Yancey
* **Planning Grant:** $5757 Awarded for 1 year – Start date? When did funds start being drawn?
  + To update and implement the NWCoC Strategic Plan
  + To expand collaborations in the 7 county region to serve the homeless
  + To codify the existing Continuum of Care process that has been underway for the past 15 years to support the application of the much needed HUD funding
  + To conduct Annual Point In Time count to track outcomes for homeless individuals and families in the seven rural mountain counties served
  + To develop new relationships with community partners in Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes and Yancey Counties.

Discussion of how to use the planning grant, particular to focus to help move the Wilkes initiative along given that Tina has met with several key community leaders in Wilkes, most recently including NWRHA to outline the range of housing and shelter options. Agreed

* **NC HMIS (Homeless Management Information System) Migration update** – HH – Bob Taylor
  + - Get agency agreement back to Easter Seals
    - David has not registered for license yet – NW CoC has 4 unused licenses, one will be dedicated to Dave. Will need to discuss how reducing number of licenses available in the future if we give up license now.
  + MANDATORY: Chronically Homeless Addendum Training Podcast – complete by 10/1
  + <http://mihomeless.org/index.php/north-carolina/training-categories/addendum-training/chronically-homeless-training-addendum>
* **Governance Committee Update** – Hospitality House - Bob Taylor
  + Will send the by-laws by email to read ahead of next month's meeting
* **Agency Updates & Other Business**
  + **OASIS:** continuing Moving Forward workshops
  + **Wintergreen/Easter Seals:** will have one, probably two openings (one of which has an appeal option) in late October – will take applications and go through prescreening process; apartments in West Jefferson has income limit apartment availability for individual – residential selection committee meeting on October 8 (Lori will send application to Deanna); may have units in Boone as residents move to Watauga Green (ASHE and ACT team working to get clients into targeted units); group home in Ashe has two people approved, but complications with one may cause a move to next eligible applicant, may have opening soon.
  + **NWRHA:** housing counseling department experienced cuts and downsizing
  + **Carl** – remaining active in the area with specialty
  + **VA:** moving HUD vouchers from AVL to Hickory – enrolled in heath care before we serve; coordinate with shelters to accommodate the timing of the process; move under Asheville should be complete in November
  + **ASHE:** Communal living shelter will close October 1. Staff development into Housing and Resource Advocate. Two clients need to be moved into housing, one of whom should be ok, the other is behind. Working with local hotels and potential scattered site model with landlord. Level of service will remain the same, but look differently from shelter model. Coalition discussing how to deal with how to meet emergency shelter needs – hotels full Oct through December for the farmworkers. DV coalition proposed to hold trainings in near future – not set yet, but announcement will come.
  + **HH:** Two spots in Scattered Site filled; within two months will have an opening at Rock Haven; Community Care Clinic providing services on-site one night a week (every Wednesday); watching the “able-bodied” bill closely; have one 24 hr/week shelter associate position opening – conducting interviews next week
  + **SM:** housing staff now full; grant time is upon us – with new staff will be time consuming; Watauga Green targeted to open Oct 1; affordable housing conference in late October. Housing loan program will convert to a grant program – program will pay for rent or utility deposits or 1st month’s rent; finance office change in process in working with landlords/vendors; program to help meet cost to enter a halfway house; if referred, can house someone up to 7 nights at local hotels (all other options exhausted, have plan in hand)
* **Upcoming Meetings and Dates:**
* **Thurs. 10/1/15:** Mandatory Chronically Homeless HMIS training due for completion
* **Thurs. 10/8/15, 10 AM-12 Noon:** ESG Application & Q&A Webinar
* **Thurs. 10/22/15, 10 AM-12 Noon:** ESG Application & Q&A Webinar
* **Fri. 10/16/15:** Intent to Apply / Contract Certifications / CoC Endorsement due to Sandra Coley at DHHS
* **Tues. 10/20/15, 10 AM:** Next Steering Committee meeting – Smoky Mountain
* **Wed. 10/21/15, COB:** Project Applications due – submit in ESnaps
* **Thurs. 11/5/15 COB:** Notification of Project Rankings
* **Fri. 11/6/15 4 PM – Raleigh:** Deadline for ESG application to State
* **Tues. 11/17/15, 10 AM:** Next Data Quality Sub-Committee meeting – Smoky Mountain
* **Thurs. 11/19/15 7:59:59 PM EST**: 3 bonus points awarded if Collaborative Application submitted in ESnaps a day early
* **Fri. 11/20/15 7:59:59 PM EST:** Collaborative Application due in ESnaps
* **Tues. 12/15/15, 10 AM:** Steering Committee meeting – Smoky Mountain LME/MCO (895 State Farm Rd, Bldg 400, upstairs conference room, Boone)