

Working to End Homelessness in Guilford County

GUILFORD COUNTY CONTINUUM OF CARE

**Guilford County Continuum of Care**

**Consolidated CoC Board/CoC Executive Committee Meeting Minutes**

**05.01.23**

**Attending:** Chair Bernita Sims, Will Bohaboy, Edith Clifford, Councilwoman Sharon

Hightower, Kenyatta Jennings-Richardson, Charolette Leach, Heather Magill,

Cherie Neal, Renee Norris, Dr. Pamela Palmer, Quiotti Ratliff, Shanna Reece,

Sarah Roethlinger, Erin Stratford-Owens, Mark Sumerford, GPD Chief John

Thompson, Beth Waters

**Also Attending:**

Sherea Burnett, Jessica Camire, Wilton Donnell, Jennifer Hurdle

This was the regular scheduled bi-monthly meeting of the Continuum of Care

(CoC) Board/Executive Committee meeting. The meeting was held virtually

through the Zoom platform.

**I. Welcome and Introductions - Bernita Sims, Chair**

The meeting was officially called to order at 11:04am by Chair Sims. A welcome

was given.

**II. Review and Approve Minutes – 04.03.23 Executive Committee Meeting**

A. **2023 Meeting Dates – Jul 10; Sep 11; Nov 6**

The minutes from the April 3 Executive Committee meeting were acknowledged

as having been sent. Edith Clifford mentioned that she did not get the minutes. It

was recommended that the minutes be accepted as presented. Notice was made to

provide a copy of the minutes to Edith. The recommendation was accepted by

raised hand vote on the Zoom platform.

**III. CoC Funding and Resource Development – Cheri Neal**

A. **HUD NOFO/ESG Updates**

1. **Tentative Dates/Timelines**

2. **NOFO Debriefing Summary**

The process is moving forward as the season approaches. Meetings have taken

place with the Systems Performance and Evaluation Committee (SPEC). The

Notice of Funding Opportunity (NOFO) may be released in late May/early June.

The HUD debriefing has taken place and the feedback can be shared. Some

areas of improvement were in the areas of data; Diversity/Equity/Inclusion

and lived experience; Healthcare issues, and partnerships with the Guilford

County Schools, in addition to increasing scores and seeking more funding

opportunities. Meetings have occurred with the state Emergency Solutions Grant

(ESG) and a release is scheduled for June 6. Work has been done with SPEC and

the Letter of Intent is soon to be shared. A Request for Proposal (RFP) is to be

released soon. Additional information may be requested with these processes.

With the new ESG process, new applicants for existing funding must fill out the

new form. For those with existing projects applying for new funding, you can add

it to your existing application. Applicants must come through the CoC lead in

order to apply; it cannot be done directly to the state ESG office. It is expected to

be a faster process.

**IV. Municipal Partners Update**

**A**. **City of Greensboro (Councilwoman Sharon Hightower)**

The ESG has been finalized. Funding announcements are expected to be made

this week. The Homelessness RFP applications are due by 5pm on May 19.

There are allowances being made for Regency residents who are experiencing

health issues to remain until May 16 as ownership transitions. There is some

uncertainty afterwards.

**B**. **City of High Point**

No Report

**C**. **Guilford County**

**V. Collaborative Applicant Update – Cheri Neal**

**A**. **HUD Technical Assistance**

**1. Gaps Analysis Follow-Up**

A Letter of Intent (LOI) was shared but SPEC has not yet seen the document.

There was discussion that any changes needed to be reviewed. Chair Sims

made a motion for SPEC to review the LOI and any changes by the Collaborative

Applicant (CA). The motion was properly seconded and by virtual raised hand

vote within the meeting, the motion passed. The timeline presented in the

meeting from the CA was discussed. Chair Sims made a motion to approve the

timeline as presented by the CA. The motion was properly seconded. A vote

took place and by virtual raised hand, the motion passed without objection. Work

is in place with the Coordinated Entry (CE) HUD TA.

**B. Other Updates**

**1. Monitoring Process/Compliance (per ESG funding)**

**2. New CoC Member Portal – Sherea Burnett/Jennifer Hurdle**

The portal has been placed in the CoC Newsletter; there is no public link. A lot

of CoC forms have attached links. Work was to be done to eliminate the need for

passcode access.

**3. DEI & LE need to be identified and establish to address gaps**

The CA has asked for permission to proceed. Discussion arose and it was

decided to allow the CA to create policy/process and bring it before the CoC; it

could be presented as an agenda item for the next Executive Committee meeting.

It would then be sent to the CoC Board as a proposal for adoption in June.

**4. Faith-Based Initiative**

Tabled for a later discussion.

**VI.** **HMIS Update – Partners Ending Homelessness**

**A. PIT/HIC Update and Submission**

**B. HMIS Data Update for the System**

The systemwide data from last month is incomplete. The HMIS and Coordinated

Entry reports were covered through the Power Point slide deck. There were

684 phone calls answered since January 1 with 3 Coordinated Entry agents

rotating and responding to calls, messages, and emails. Positions that are being

hired for are to get PEH to a more functional baseline level. There was some

elaboration about the positions. The Point-in-Time (PIT) count and Housing

Inventory Count (HIC) data has been submitted last Thursday. Erin Stratford-

Owens is attending governance meetings and support is being provided by MICA

(Thurston Smith) and Jackie Hundt. There has been some reposting of positions

per re-evaluations. The search for a new Executive Director has begun as Erin

Stratford-Owens’ tenure as Interim Executive Director changes to a monthly basis

after June 30. There was some discussion about the process and ensuring a

smooth transition and its impact upon the CoC.

**C. HMIS Committee Update – Beth Waters**

No Report

**VII. Coordinated Entry Update – Partners Ending Homelessness**

**A. CE Data Update for the System**

There were 684 phone calls answered since January 1 with 3 Coordinated Entry

agents rotating and responding to calls, messages, and emails. New Coordinated

Entry (CE) training is being done through Zoom. Resources will help with the

Training of new CE staff. Chair Sims asked that the CoC be allowed to have

exposure to the training for input. Work is to be done to ensure accessibility to

the CE training video. There will only be 2 case conferences (May 11

and May 25) and they will be held via Zoom. Discussions on the CE Assessment

results will be forthcoming.

**B. Committee Update – Will Bohaboy**

No Report

**VIII. Stronger Together Task force – Dr. Pamela Palmer**

**A. Homeless Shelters**

**B. CoC Press Conference**

**C. Inter-Local Committee**

**D. Guilford County Homelessness Task Force**

No Report

**IX. CoC Committee Reports**

**A. Membership Committee – Beth Waters**

No Report

**B. Nominating Committee – Chair Bernita Sims**

**1. Nomination for vacant seat (Chief Thompson seat)**

MJ Harris was presented by Greensboro Police Department Chief

Thompson as his replacement on the CoC.

**C. Governance Committee – Chair Bernita Sims**

**D. Strategic Planning Committee – Dr. Pamela Palmer**

**E. Advocacy and Public Relations Committee – Vacant (see item VIII.B)**

**F. System Performance and Evaluation Committee – Chair Bernita Sims**

**G. Appeals Committee – As Needed**

**H. Youth Committee – Sara Roethlinger**

No Report

**I. Housing Committee – Scott Jones**

No Report

**J. Executive Committee – Chair Bernita Sims**

**X.** **Announcements – Please see on website and FB**

**XI.** **Old Business/New Business**

**1. On-Boarding of the New CoC Members and Roles/Responsibilities**

**2. All members need to Like the CoC Website and FB page**

**XII. Adjournment**