



**Guilford County Continuum of Care  
Consolidated CoC Board/CoC Executive Committee Meeting Agenda  
02.05.24**

**Attending:** Chair Bernita Sims, Laura Baker, Sherea Burnett, Commissioner Kay Cashion, Kenyatta Jennings-Richardson, Charolette Leach, Heather Magill, Cheri Neal, Renee Norris, Dr. Pamela Palmer, Shanna Reece, Sarah Roethlinger, Erin Stratford-Owens, Mark Sumerford, Beth Waters, Thanena Wilson

**Also Attending:**

Jessica Camire, Wilton Donnell (Recording), Charlesy Nance

This was a specially called meeting, in lieu of the standard bi-monthly Continuum of Care (CoC) Executive Committee meeting, of both the CoC Board and CoC Executive Committee. The meeting was held virtually via the Zoom platform.

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

The meeting was officially called to order at 11:07am by Chair Bernita Sims. A welcome and greetings were extended.

**II. Review and Approve Minutes – 01.08.23 Board/Executive Committee Meeting**

The minutes from the January 8, 2024 (not 2023 in reference to the typo from the agenda) CoC Board/Executive Committee meeting were acknowledged as having being sent and received. A motion was made by Kenyatta Jennings-Richardson to approve the minutes as submitted with the noted correction. The motion was seconded. After question and vote, the motion to approve the minutes passed without objection.

**III. Action Items**

**1. Nominating Committee – Erin Stratford-Owens, Chair-Elect**

**a. Board Members – Dr. Michelle Vance**

The Nominating Committee recommended Dr. Michelle Vance as a CoC Board Member to fill the Mental Health Professional slot and Brooks Ann McKinney for filling the vacated Direct Service Provider (DSP) slot of Will Bohaboy, which was unexpired. There was discussion around the process of nominating and installing board members and Chairs. This included amending the governance charter for replacing vacant board seats. Erin Stratford-Owens, on behalf of the Nominating Committee, recommended moving forward to membership Dr. Michelle Vance to fill the Mental Health Professional position on the CoC Board. The motion was seconded, and after question and vote, the motion passed without objection. It was suggested that the CoC Executive Committee meet in the next 10 days to decide on how to proceed with the nomination of Brooks Ann McKinney.

**b. CE Chair – Needs Appointee**

Discussion but no action taken

**c. DEI Chair(s) – Dr. Michelle Vance**

Tabled until March as Dr. Vance has not yet been officially appointed to the CoC Board

**2. New Members – Beth Waters**

On behalf of the CoC membership Committee, Membership Chair Beth Waters made a motion to accept the following for membership into the CoC:

Y Me Young Minds Elevated

The Heroes Center

A Chance for Change Outreach Center

The motion to admit these organizations into the CoC was seconded. After question and vote, the motion passed without objection.

**3. Collaborative Applicant Review**

Refer to item XI in the agenda

**Special Presentation(s)**

**1. Corporation for Supportive Housing Consulting (CSH)**

No Report

**2. 16 Cents Ministry – Mike Murray**

No Report

**IV. Collaborative Applicant – Cheri Neal**

**A. Funding**

**1. NOFO**

There was an allotment increase for the 2<sup>nd</sup> year in a row, including both Tier 1 and Tier 2. The amount allotted was \$2.7MM out of a possible \$3.1MM. Thanks were expressed to the Collaborative Applicant (C/A) Team and partners for the work done. There was 1 new project; it was an addition to an existing one, and therefore, considered new.

## **2. ESG**

Recipients should have executed their contracts; if there are issues, please reach out to the C/A. The community also received an additional \$200,000+ in funding for Rapid Rehousing. Thanks were expressed for The Servant Center, Room At The Inn, and Family Services of the Piedmont.

## **3. Debrief - Funding**

Work is ongoing with Fortis Consulting and feedback. An ask was made as to if there were any questions. There was some discussion on issues that have arisen from the meetings.

### **B. HUD Technical Assistance**

Work is being done with Fortis Consulting, and determining if there are any flags with questions. Conversation arose around the By-Name list; Partners Ending Homelessness (PEH) mentioned differing criteria on eligibility with HUD, Rapid Rehousing, ESG, and funded agencies and a case involving the Salvation Army. There were suggestions to convene, review, and strengthen the CoC member policies but ensuring adherence to HUD guidelines. It was requested that, in communication to HUD and directly impacts the CoC, please include the Collaborative Applicant, Sherea Burnett, Chair Sims, Erin Stratford-Owens, and Dr. Palmer.

### **C. Other Updates**

#### **1. Strategic Planning (current plan extended to March 2024 per September Board/Exec meeting vote)**

A reminder was provided to update the strategic plan and move it forward for a vote to aid in funding requests.

#### **2. NC HMIS Governance Committee**

Strategic Plan is set for next week. Updates are forthcoming.

#### **3. Infectious Disease Task Force**

There are still Covid tests available; let Cheri Neal if any are needed. Agencies need to continue to abide by HUD and Centers for Disease Control (CDC) guidelines. A new person will be providing assistance from the Department of Public Health.

#### **4. PIT Count/HIC (January 24, 2024) – Update**

The Point-in-Time (PIT) Count has been considered a success; an improvement from last year. There were some acknowledged glitches in the system going into the event. Collaboration was great. There was

an unofficial count of about 200 unhoused people compared to 34 from the previous year. Thanks were expressed for those who helped assist in the event collaboration.

**VI. HMIS Lead – Partners Ending Homelessness – Sherea Burnett**

**A. Monthly Data Report**

[Guilford County CoC HMIS Lead Report \(October 2023 - January 2024 Data\).pdf](#)

The HMIS numbers have been verified through the Homeless Management Information System (HMIS) and the Green River Database. Laura Baker is facilitating the annual PEH evaluation as the HMIS Lead. The next HMIS Committee meeting is February 16 at 9:30am via Zoom, and the next HMIS User meeting is set for February 28 via Zoom. This information is also on the CoC Newsletter. Emphasis was made that there is a need for agencies to enter data on clients exiting, being housed, or becoming deceased. People are being picked up by Open Door Ministries (ODM) and the Greensboro Housing Authority (GHA) and are moving through the inspection and approval process. There is an increase in the number of families. Regarding the Emergency Hotel Assistance program, agencies are tracking but PEH is not actively tracking. There are some people that are not on the By-name list nor in HMIS. It was requested to capture this information for tracking purposes. It was suggested to meet offline around assessments, and the By-Name list, and at the request of CSH staff, call the efforts The Hotel Project. Work has been done to get the backlog in social security number information updated. An HMIS Confidentiality Agreement is being provided to streamline participation in the meetings.

**B. HMIS Committee Report – Beth Waters, Chair**

**VII. Coordinated Entry System – Partners Ending Homelessness -Sherea Burnett**

**A. Monthly Data Report**

[Guilford County CoC HMIS Lead Report \(October 2023 - January 2024 Data\).pdf](#)

The annual Coordinated Entry (C/E) evaluation is to be facilitated by the C/E Committee. The C/E Committee is still awaiting a Chair, and no point person has yet been designated.

The next C/E Committee meeting is scheduled for February 28 at 3pm via Zoom. Meetings have taken place involving HUD Technical Assistance and involve matters arising from the Gaps Analysis and C/E evaluation last year from Shanna Reece and team. Work is being done to add new access points. There are 2 new sites; The High Point Detention Center (Phone) and the Center of Hope (Observation). A Spanish-language person has been contracted to provide

interpretation services beginning the morning of February 9; the window of service is being evaluated. The number of phone calls are increasing; most are for requests for hotel stays. A New Coordinated Entry (C/E) Assessor started January 8 and is working with smaller communities such as Jamestown and Browns Summit. Some of the 902 contacts reported are repeat callers, and those needing services other than C/E.

**B. CE Committee Report – Vacant Chair**

It was requested that in the absence of a Chair, work should continue and activity Should be reported. Any asks/questions should go to Chair Sims, Erin Stratford-Owens, Dr. Palmer, and the C/A.

The C/A noted that all self-evaluating monitoring evaluations have been received except that from ODM. Mention was made by The C/A that Community Based Organizations (CBO) funding opportunities have been released for Guilford County agencies and is due March 1, 2024. The C/A expects to have new staff in place to start the monitoring process. It is also the belief that new policies and procedures will be forthcoming for the funding cycle. There is feedback from the Youth PIT Count, and about 60 follow-ups are to done from the standard PIT Count event.

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

**A. CoC Convening/Summit (April 11; 9am-1pm)**

This event date is already on the calendar as a regular meeting date; the work group is already meeting bi-weekly. Some of the work has involved: identifying the purpose of the event, it will be inward-facing; looking to enhance capacity; incorporation of uplifting and inspirational engagement; and becoming more educated and informed. Work is being done to finalize the actual event name and a Save-the-Date announcement. No location has been finalized as of yet. Work on the Strategic Plan is to be an element of the event. An ask was made for \$3500 to aid in having the Strategic Plan developed. Chair Sims stated that work on the governance charter may take place in March. The hope is to have the revised edition in place by the end of the fiscal year.

**B. Inter-Local Committee – Next Meeting February 16 (10:30am-12pm)**

**C. Guilford County Homelessness Task Force – March 6 (4pm-6pm)**

**IX. Announcements**

**X. Old Business/New Business**

**A. Emergency Assistance**

The C/A noted that state level meetings around Medicaid expansion is to take place

next week. As information comes forth, it will be shared.

Commissioner Cashion expressed her appreciation for the dedication and hard work that is ongoing. The organization efforts of the CoC are not going unnoticed.

**XI. Adjournment (to closed session to evaluate Collaborative Applicant)**