



**Guilford County Continuum of Care
Consolidated CoC Board/CoC Executive Committee Meeting Minutes
07.10.23**

Attending: Chair Bernita Sims, Will Bohaboy, Commissioner Kate Cashion, Edith Clifford, Lisa Cowan-Dudley, Crystal Gorham, Councilwoman Sharon Hightower, Kenyatta Jennings-Richardson, Scott Jones, Charolette Leach, Heather Magill, Renee Norris, Dr. Pamela Palmer, Quiotti Ratliff, Shanna Reece, Sarah Roethlinger, Erin Stratford-Owens, Mark Sumerford, Nena Wilson

Also Attending:

Sherea Burnett, Jessica Camire, Wilton Donnell

This was the regular scheduled bi-monthly meeting of the Continuum of Care (CoC) Board/Executive Committee groups. The meeting was held virtually via Zoom.

I. Welcome and Introductions - Bernita Sims, Chair

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

II. Review and Approve Minutes – 05.01.23 Board/Executive Committee Meeting

A. 2023 Meeting Dates – Sep 11; Nov 6

The minutes were acknowledged as having been sent and received. A motion was made by Edith Clifford to accept the minutes as presented. The motion was properly seconded, and the motion passed without opposition.

III. CoC Funding and Resource Development – Cheri Neal

A. HUD NOFO/ESG Updates

The NOFO was released last week. Timelines are forthcoming. Applications for the NOFO are due September 28 but a local RFA will be due sooner. The ESG has passed; 8 agencies with 10 projects are being rated and ranked by the Systems Performance and Evaluation Committee (SPEC). There was mention of the importance of topics around racial equity, healthcare, inclusion of lived experience, HMIS, and Coordinated Entry and their impact on funding.

1. Tentative Dates/Timelines

The timeline is August 18

2. NOFO Debriefing Summary

Clear direction was requested regarding the Diversity, Equity, and Inclusion (DEI) Initiative, which would also help SPEC. An ask was made as to what are the priorities? A meeting to discuss this was requested. Racial equity and the inclusion of those with lived experience need to be integrated. It was suggested that a committee be put in place to lead the DEI efforts.

IV. Municipal Partners Update

A. City of Greensboro (Councilwoman Sharon Hightower)

The Homeless Prevention and ESG RFP processes are close to finalization. An upcoming Request for Proposal (RFP) for funding support for housing those impacted by AIDS is forthcoming, along with more information.. A meeting for White Flag planning for the winter has been scheduled for July 19 through The Teams virtual platform. There was discussion on a meeting held around incorrect information provided about Irwin School serving as a homeless shelter.

B. City of High Point (Nena Wilson)

The Day Center process is still in the negotiations phase for the site at 410 Brentwood. An appraisal has been done, an environmental review is underway, but there has been no agreement on the purchase price of around the appraised value of \$650,000. The city has between \$400,000-\$500,000 Cares Act funds set aside for the Day Center acquisition. Home American Rescue Act (ARP) funds are available; an RFP for Supportive Services is to come before year-end. Looks are being made at tax credit property off Old Winston Road and for a Tiny House project. Funds have been budgeted for the Winter Shelter program, and collaborative efforts for Winter Shelter programs between High Point and Greensboro are underway for consistency. There are no Permanent Supportive Housing units yet; looks for this type of housing continue.

C. Guilford County (Cheri Neal)

All agencies have been engaged regarding funding allocations and contracts. A portion of the funding for Partners Ending Homelessness (PEH) was decided to not be used as initially requested (a Crisis Case Manager) due to organizational changes. A relook was made based upon original categories and requests and The Salvation Army of Greensboro and Family Services of the Piedmont were contacted. It was agreed upon that the desire was to retain, and not return the funds (\$40,000) not utilized by PEH and redeploy them. The County said that a process for the funding would involve refusal of the funds, and if the funds were requested to go to different agencies, then they would go back to the Board of Commissioners (BOC) and be reallocated for different purpose and agency because of the way the funding request application was written and presented for approval.

Each agency got designated funding based upon its initial ask. Since PEH was funded and refused the funding, it would go back to the county for reallocation. Encouragement was made to keep the funding in PEH for use, particularly in the area of Coordinated Entry. PEH came up with a plan for phone coverage over the weekend and emergency shelter hotel stays. The CoC would need to write a letter regarding the redeployment of these funds that would go towards weekend phone coverage and emergency shelter hotel stays for handling weekend and after-hours crisis situations. Approval for CSH as a consultant through the Homelessness Task Force was given. The contract has been executed and a community-wide strategic plan is being developed.

V. Collaborative Applicant Update – Cheri Neal

A. HUD Technical Assistance

Approval has been granted for 32 hours for the HUD TA. The TA will not help in writing the strategic plan. An ask was made for any resources to go towards helping write the strategic plan. Joe Savage, NC Representative of the US Interagency Council on Homelessness was consulted and is willing to help/advise. Mr. Savage said that the strategic plan is the responsibility of the CoC unless a consultant is hired. The HUD TA for Coordinated Entry is on hold. Alignment with the Federal government needs to be in place to increase funding. There was some discussion on prioritization and the strategic plan and components: data, racial equity, lived experience, homelessness, entrance and exits from homelessness, and connection(s) to housing. There was mention of racial equity trainings being participated in by the Collaborative Applicant and Coordinated Entry as well as a funding miss.

B. Other Updates

1. Monitoring Process/Compliance (per ESG funding)

Monitoring and other pertinent information are included in the CoC Newsletter; this is to include new processes for those new to funding requests.

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

The Collaborative Applicant (C/A) has developed a Membership Portal for access to information. Meetings are to begin in August regarding the upcoming Point-in-Time (PIT) count. The C/A is meeting with staff from the cities of Greensboro and High Point for White Flag planning.

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

There was feedback from a consultant. 8 people participated in a survey Around lived experience and a gift card was provided.

4. Faith-Based Initiative

The desire is to move forward as there are interested partners but direction is needed.

VI. HMIS Update – Partners Ending Homelessness (Erin Stratford-Owens)

- A. PIT/HIC Update and Submission**
- B. HMIS Data Update for the System**
- C. HMIS Committee Update –**

[June 2023 Monthly Data FINAL 7.10.23.pptx](#)

The HMIS reports going forward after hiring should be showing trends. Jasmine Crosby has been hired as the HMIS Reporting Specialist. The Housing Reporting Specialist resigned; that job has been reposted and interviews are underway. Megan Hoyt, who was a Housing Support Specialist, has joined in a consultant role. Coordinated Entry Navigators are to be hired.

VII. Coordinated Entry Update – Partners Ending Homelessness

- A. CE Data Update for the System**
- B. Committee Update – Will Bohaboy**

The committee is on hold pending findings. An ask was made for PEH to meet with the Collaborative Applicant. A plan of action for the community was suggested. It was asked, as a recommendation by the Collaborative Applicant, if the chair is unavailable, can a replacement/proxy be named?

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**

There was no report

IX. CoC Committee Reports

- A. Membership Committee – Beth Waters**
No Report; with current chair out, Sara Roethlinger volunteered to step in and lead in an interim basis
- B. Nominating Committee – Chair Bernita Sims**
Sara Roethlinger volunteered to step in and lead in an interim basis
- C. Governance Committee – Chair Bernita Sims**
- D. Strategic Planning Committee – Dr. Pamela Palmer**
- E. Advocacy and Public Relations Committee – Vacant**

F. System Performance and Evaluation Committee – Cheri Neal
(CoC Chair Sims serving as interim Chair) 6 people on and serving.
Funding request applications are being ranked and rated.

G. Appeals Committee – As Needed

H. Youth Committee – Sara Roethlinger
No Report

I. Housing Committee – Scott Jones
No Report

J. Executive Committee –
No Report

Shanna Reece stepped in to serve as interim lead for the HMIS Committee

There was discussion on the need for a Vice-Chair.

As acting Chair for the meeting Dr. Palmer indicated no vote was needed for these (people stepping up and serving within committees) actions. A request was made for any board members not on a committee to step forward and help.

X. Announcements – Please see on website and FB

Scott Jones announced that The Hope Center is hiring an Outreach Coordinator and asked for Chair Sims and Dr. Palmer to help. In addition, there is a position involving outreach and student engagement with Goodwill. Scott Jones expressed an interest in allowing Laura Baker to join the board and he would step back. The proper forms are to be distributed and submitted. There was mention of success stories with The Hope Center.

Commissioner Cashion expressed her appreciation for the work being done. There was discussion about the creation of an ad-hoc or permanent DEI Committee and possible responsibilities

Dr. Palmer, leading in place of Chair Sims' needing to leave, presented a recommendation from the Collaborative Applicant for the formation of a DEI Committee. A Chair would be established at a later time, but the Collaborative Applicant would help lead in the interim. The recommendation was properly seconded and after vote, there was no opposition.

Renee Norris (DEI) and Heather Magill (older adults issues) offered to serve in some capacity.

There was discussion about new applicants for the CoC, which needed to be voted upon. The applicants were:

The Housing Tree

BiHome (Alex Dummit)

SMART Transitions

These agencies were acknowledged as having been vetted. Interim Membership Chair Roethlinger motioned for a recommendation to accept the agencies for membership into the CoC. The motion was properly seconded.

A vote was held, and all 3 agencies were accepted for membership without objection.

XI. Old Business/New Business

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

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

Reminders of the above were made

The agencies applied for CoC Membership

XII. Adjournment

The meeting officially adjourned at 1:00pm.

