



**Guilford County Continuum of Care
Consolidated CoC Board/CoC Executive Committee Meeting Agenda
09.11.23**

Attendance: Chair Bernita Sims, Laura Baker, Will Bohaboy, Sherea Burnett, Edith Clifford, Lisa Cowan-Dudley, Brian Evans, GPD Assistant Chief M.J. Harris, Councilwoman Sharon Hightower, Kenyatta Jennings-Richardson, Charolette Leach, Heather Magill, Cheri Neal, Renee Norris, Dr. Pamela Palmer, Quiotti Ratliff, Shanna Reece, Kristina Singleton, Mark Sumerford, Beth Waters, Nena Wilson

Also Attending:

Jessica Camire, Wilton Donnell, Rebecca Pfeiffer

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

I. Welcome and Introductions - Bernita Sims, Chair

Chair Sims officially called the meeting to order at 11:03am. Introductions were made by each person on the call. Recognition was made of Sherea Burnett, who participated as the new Executive Director of Partners Ending Homelessness (PEH), and Rebecca Pfeiffer (Fortis Consulting), who is a consultant working with the Collaborative Applicant on the Emergency Support Grants (ESG) process.

II. Review and Approve Minutes – 07.10.23 Board/Executive Committee Meeting

A. 2023 Meeting Dates – Nov 6

B. Discussion of Meeting Schedule for Coming Year

The minutes from the July 10 meeting were acknowledged as having been sent and received. A motion was made by Councilwoman Hightower to accept the minutes as presented and the motion was properly seconded. The motion passed without objection.

III. Action Items

1. NOFO Funding – Cheri Neal

A review of the funding took place. A spreadsheet was presented to show the

recommendations from the Systems and Performance Evaluation Committee (SPEC). Additional dollars, although not guaranteed, were provided from HUD. There was some discussion on the process. The possible amount that could be awarded was \$3,109,889. There were many renewal projects. It was mentioned that TA assistance was offered to all agencies for help. The Reallocation Policy is in place if necessary. Tiny House was not approved and could not appeal as the reasoning for the appeal did not meet requirements for that process. A motion to approve the recommended funding from SPEC was presented. Those that were Recommended for funding were told that they needed to recuse themselves. The motion was seconded and then, a vote took place. The voting was verbal affirmation/rejection (or note in the chat if recusing). The motion passed without objection.

[NC504 FY 2023 HUD NOFO Loc.pdf](#)

2. Nomination Discussion(s) – Chair Sims

Recommendations from the Nominating Committee for Board membership and a slate of officers for fiscal year 2023-24 took place.

The recommendation was made for Erin Stratford-Owens to join the CoC Board in a Direct Service Provider (Business Representative) capacity. It was noted that she steps down as Interim CEO of Partners Ending Homelessness (PEH) and leaves on 9/18/23

The motion was seconded, and after question and vote, the motion passed without objection. The following Board recommendations were presented:

Shanna Reece and Sarah Roethlinger to remain on the Board. Their terms have expired but due to the nature of their organizations and based on Governance charter revisions, their inclusion per extending their membership on the Board was recommended.

Quiotti Ratliff to serve a 2-year term; she has been serving on the Board in an unofficial capacity

Charolette Leach to continue to serve in a 1-year capacity subject to be extended if she elects to serve.

The motion from the Nominating Committee on the above recommendations was made and seconded. After question and vote, the motion passed without objection. There was discussion on getting a County Representative in an official capacity as well as a Chair for the Coordinated Entry Committee. The attendees were reminded that Board members are required to serve on a committee. The next item was a slate of officers. From the Nominating Committee, the following were recommended:

Bernita Sims – Chair

Erin Stratford-Owens – Chair-Elect

Beth Waters - Secretary

Dr. Pamela Palmer – Past Chair

Renee Norris – Chair (SPEC)

Shanna Reece – At-Large Director

Sarah Roethlinger – At-Large Director

Kristina Singleton – At-Large Director

Thanena Wilson – At-Large Director (volunteered to serve in the role)

From recommendation of the Nominating Committee, the motion was for the above (all named) to serve in the noted roles. The motion was seconded, and after question, the vote was made. The motion passed without objection. Mention was made for a Chair for the Housing Committee. Discussion ensued on a Chair for the Diversity, Equity, and Inclusion Committee. The discussion involved the requirements for the Chair, and even included a suggestion that a trained outsider participate in a Co-Chair, or Advisor role to help steer/navigate. It was also mentioned that there was an interested party within the CoC to chair this committee. It was stated that there has to be intentionality/purpose with the DEI Committee. There was discussion on the need to have someone with lived experience to not only join the Board, but to have those with lived experience interspersed throughout the CoC. It was stated that the CoC is out of compliance since there is not being anyone with lived experience included on the Board, as well as no DEI Committee in operation. It was suggested that polling be done in street outreach and/or Infectious Disease Task Force meetings, or connect with staff to find those with lived experience willing to serve.

3. New Members – Beth Waters

New members Chair Waters said she did not have any contact information on any applicants. That was being investigated to ensure that she had that information.

4. Monthly Training Record

[Guilford CoC Agency Monthly Training Record.docx](#)

IV. Collaborative Applicant Update – Cheri Neal

A. HUD Technical Assistance

Coordinated Entry TA assistance is still being sought. There has been a delay in a response.

B. Other Updates

1. Strategic Planning (expires Dec 2023; needs vote by Nov 2023)

There is some uncertainty regarding escalation to HUD for help. The Collaborative Applicant requests the TA escalation. The current Strategic Plan expires December 2023. It does not appear that a new plan will have to be created from scratch. A motion was made by Dr. Palmer to extend the current plan through March 2024 as work is being done to develop a new Strategic Plan. The motion was seconded. After question and vote, the motion passed without objection. **A Zoom meeting is to be scheduled within 2 weeks to work on the plan.** Shanna Reece and Kristina Singleton offered to help.

2. Coordinated Entry (Pending additional hours from HUD)

There was a request for a timeline for the Coordinated Entry plan considering an upcoming (Thursday) meeting with county officials. There was some discussion on the process.

3. Monitoring – Agency Self-Evaluation (due no later than Oct 30)

4. Faith-Based Initiative

MO>E ACTION DAY 2023 (see p. 6)

5. Staff Update

6. NC HMIS Governance Committee

7. Infectious Disease Task Force (next mtg 9/27 at 1pm)

8. Street Outreach Collaboration – Jessica Camire

A meeting was held with the Police Department on 9/8 that included Discussions around processing and points of contact.

9. CoC Forms (Annual Membership, Conflict of Interest)

11. VAWA & Emergency Transfer Policy/Community Priorities

The process has started. This is a requirement for agencies that receive CoC and ESG funding. Policy, and other changes may be forthcoming.

VI. HMIS Update – Partners Ending Homelessness – Sherea Burnett

A. Status Update (PIT/HIC Update)

B. Monthly Data Report

HMIS Lead & CE Lead Report - August 2023.pptx

A slide presentation was given for both HMIS and Coordinated Entry. The structure of programs had some impact on length of time metrics.

C. QSOBBA (ROI) Discussion

D. HMIS Committee Update – Beth Waters

VII. Coordinated Entry Update – Partners Ending Homelessness -Sherea Burnett

A. CE Data Update for the System

B. Committee Update – Will Bohaboy

coordEntryreptsep2023.docx

The data for the Coordinated Entry Report that was consolidated with the HMIS Report was pulled in 2 different ways; real time and the previous month. It was noted that in September the VI-SPDAT (Vulnerability Index Service Prioritization Decision Assistance Tool) had expired and there were some difficulties in reaching people. Some extra work was done on the by-name list to update it and move people to the inactive list when that threshold had been

met. There were also some issues with emergency and winter shelter processes that contributed to errors in systems. Connections were made with Michigan Coalition Against Homelessness (MCAH) to aid with corrections. There was also mention (from the slides) of new hires and new staff.

VIII. Stronger Together Task force – Dr. Pamela Palmer

A. Homeless Shelters

Some shelter directors have asked about a reconvening.

B. CoC Press Conference

C. Inter-Local Committee

The last meeting touched on the work of focal points and the collaborative work of the municipalities.

C. Guilford County Homelessness Task Force

Forthcoming meetings are being planned that will include a kickoff with CSH Consulting. It was mentioned that the municipalities meet monthly with the United States Interagency Council on Homelessness regarding collaboration, funding, resources, and alignment with federal strategic planning for the CoC.

IX. Announcements

X. Old Business/New Business

A. CoC Gathering – Chair Sims

There was discussion about this event; how to bring together the CoC and Community agencies around homelessness. Consideration should be given to gathering in a large space with speakers on homelessness on a national level as well as vendors as a part of advocacy or getting the word out about the CoC. A request for volunteers to help with planning was made; Sherea Burnett and Charolette Leach offered to help.

B. Homeless Services Survey

“Working In the Homeless Services Sector” Survey - National Alliance to End Homelessness

There was mention of this survey and a request to participate in an effort to help secure additional funding. There was some discussion on the rising amount of emails around the unsheltered and an absence of case management.

XI. Adjournment

The meeting officially adjourned at 12:53pm.

NEW JERUSALEM CATHEDRAL PRESENTS

MOVE ACTION DAY

ORGANIZED BY TP180, THE BREAD OF LIFE FOOD PANTRY
& THE MEDICAL MINISTRY



SIGN-UP TO VOLUNTEER
SCAN THE QR CODE
OR VISIT
NEWJC.ORG/MOVEACTIONDAY2023

▶▶ We will be providing:

- Housing
- Employment
- Resources
- and more...

▶▶ **Sept. 30th, 2023 | 10AM-2PM**

Peeler Recreation Center - 1300 Sykes Ave. Greensboro, NC | Contact: tp180@newjc.org



“Working In the Homeless Services Sector” Survey

An estimated 1.3 million people are annually served in the nation’s shelters. The workforce that serves them includes street outreach workers, caseworkers, front desk attendants, data experts, and so many others. Without these individuals, it is impossible to end homelessness or to even meet their immediate needs.

The following survey seeks to gather information about what people like about their jobs and the challenges they face. Such knowledge can inform policy, practice, and general conversations about supporting the workforce.

All responses are anonymous.

[CLICK HERE TO TAKE THE SURVEY](#)

All workers in the sector are invited to respond (for example, CoC, shelter, and street outreach workers). However, we may particularly need help reaching frontline workers. Thus, we ask that you share this web page and link with them (and others you think may be interested). Thanks!