



**Guilford County Continuum of Care
CoC Board/Executive Committee Meeting Minutes
06.03.24**

Attending: Chair Bernita Sims, Laura Baker, Sherea Burnett, Edith Clifford, Lisa Cowan-Dudley, Councilwoman Sharon Hightower, Renee Norris, Dr. Pamela Palmer, Quiotti Ratliff, Sarah Roethlinger, Kristina Singleton, Erin Stratford-Owens, Mark Sumerford

Absent: Commissioner Kate Cashion, Brian Evans, M.J. Harris, Kenyatta Jennings-Richardson, Charolette Leach, Heather Magill, Shanna Reece, Beth Waters, Nena Wilson

Also Attending:

Guilford County: Wilton Donnell (Recorder), Maria Lyons-Legrande, Jessica Polzin, Rykiell Turner; Corporation for Supportive Housing (CSH): Maya Saxena

This was a regular scheduled meeting of the combined Continuum of Care (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 by Chair Sims at 11:04am. A welcome and greetings were extended.

**II. Review and Approve Minutes – 05/06/24 Board/Executive Committee Meeting Meeting Dates – Via Zoom until further notice
June 3; remainder TBD**

The minutes were acknowledged as sent and received; after question, there were no mentions of corrections needing to be made.

A motion was made by Edith Clifford to approve the minutes as submitted. The motion was seconded. After question and voice vote, the motion passed without objection.

(Self-corrected the Roman numerals from the original agenda in composing the minutes)

III. Action Items

A. New Members – N/A

B. Recommended CoC Board Members – Erin Stratford-Owens

1. Alicia Price Banks (The Servant Center) – **Faith-Based Org.**
2. Danielle Cole (Triad Adult & Pediatric Medicine) – **Business Rep**
3. Patrick Davis (Heroes Center) – **Other DSP**
4. Whitney Fox (Fox Valley Farms) – **Lived Exp**
5. Michael Gibeley (Legal Aid) – **Other DSP**
6. Lt. Brian Hilliard (HPPD Special Victims Unit) – **EMS/First Resp**
7. Angela Jimenez (High Point Housing Authority) – **Lived Exp**
8. Tonya Morehead (Greensboro Urban Ministry) - **Fam. w/Children**
9. Erin Williams (Behavioral Health Response Team) - **Advocate**
10. Erin Stratford-Owens – **CoC Chair**

Committee Chair Stratford-Owens expressed thanks to the outgoing Board members: Brian Evans, Charolette Leach, Heather Magill, Dr. Pamela Palmer, Shanna Reece, Mark Sumerford, and Beth Waters. The above listed candidates were presented for membership onto the CoC Board beginning fiscal year 2024-25 with a 3-year term. There was discussion about moving #2 Danielle Cole (Triad Adult & Pediatric Medicine) to a Direct Service Provider (DSP) slot, and not the Business Representative slot. Efforts would be made to recruit a business entity to that (Business Representative) slot. Nominating Committee Chair Stratford-Owens approved the recommendation to move Danielle Cole to a DSP slot on behalf of the committee. From the recommendation of the Nominating Committee, the above listed slate of candidates (with the approved change of #2) were presented to become members of the CoC Board in the noted slots for fiscal year beginning 2024-25. With the recommendation coming from the committee, no second was needed. **After question and voice vote, the recommendation to approve each of the listed (above) slate of candidates for membership to the CoC Board was approved without objection.**

C. New Committee Members – Systems Performance and Evaluation Committee (SPEC) – Renee Norris

1. Megan Scales (City of High Point)
2. Dr. LaKisha Ellison (Guilford Co. Sheriff's Office)

On behalf of SPEC, Chair Renee Norris presented the above listed candidates for membership onto SPEC. As the recommendation arose from the committee, no second was needed.

After question and voice vote, the recommendation to approve Megan Scales and Dr. LaKisha Ellison to SPEC was approved without objection.

Special Presentations

A. CSH – Project Updates – Maya Saxena

CoC Updates - June 2024CSH.pptx

Maya Saxena presented the latest updates from the Corporation for Supportive Housing (CSH) for the benefit of the CoC from the attached Power Point. The Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis has been broken down into 6 mini-analyses.

A stated goal is to have 5 Persons with Lived Experience (PLE) be engaged for a 30-minute conversation to help with the SWOT Analysis and be paid \$50 each for their help by August 2024. Planning is also in place to hire 2 PLEs to aid in collaborative work involving meetings, insight/feedback, and helping with accountability as well as embedding experiences into the process(es) for the CoC and Homelessness Task Force; these 2 individuals are to be paid \$7150 each for 71.5 hours and are expected to help from August 2024-June 2025. Further information is to be sent out after this meeting. The Resource Map is close to having all the data updated into the map and the information will be in real time.

IV. HMIS Lead – Partners Ending Homelessness – Sherea Burnett

2024.05 - Guilford County CoC HMIS Lead & CE Lead Report (May 2024 Data).pdf

A. Monthly Data Report

B. HMIS Committee Report

C. HMIS Evaluation Update

It was conveyed that Beth Waters is no longer the Housing Management Information Systems (HMIS) Chair. There are concerns about the resources available for the increasing numbers of children (and families) and the impact upon the Guilford County School System. There are questions around clarifying numbers for Winter Shelter as the program closes out. There were 3 CoC reports submitted: the Systems Performance Measures (SPM) (March 2024); Point-in-Time (PIT) Count (May 2024); the Housing Inventory Count (HIC) (May 2024). There was conversation about Michigan Coalition Against Homelessness (MCAH) concerns with WellSky data reporting that have been shared with NC HMIS. The increase in Emergency Shelter numbers was attributed to receiving the PIT Count data from the High Point Housing Authority, which does not utilize HMIS reporting. There are noticeable trends in the areas of information updating, client exiting, and policy/procedure changes that need to be reviewed.

V. Coordinated Entry System – Partners Ending Homelessness -Sherea Burnett

2024.05 - Guilford County CoC HMIS Lead & CE Lead Report (May 2024 Data).pdf

A. Monthly Data Report

B. CE Committee Report – Laura Baker

C. CE Evaluation Update

There are conversations about the evaluation process, and the impact of the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) in relation to HMIS and WellSky data reporting. Consideration is being given to changing the tool/provider

or the policy/procedure. The Coordinated Entry (CE) system received 1161 calls for the reporting period. The CE Assessment Group continues to meet weekly – all were reminded that the Confidentiality Agreements must be signed. Trending issues were delays in receiving referrals amid VI-SPDAT completion. Sarah Roethlinger made a motion to add Alexis Hobson (Youth Focus) to the Coordinated Entry Committee. The motion was seconded.

After question and voice vote, the motion to add Alexis Hobson to the Coordinated Entry Committee was approved without objection.

VI. Collaborative Applicant/CoC Lead – Cheri Neal/Designee(s)

June 3 2024 CoC Board meeting notes from CA-CoC Lead.docx

A. Funding

1. NOFO
2. NC ESG

B. HUD Technical Assistance

SPEC Chair Renee Norris addressed the returned allocated funding (\$40,000) from Partners Ending Homelessness (PEH) that had been returned per the changes in Street Outreach program. The recommendation was for the total funds to be awarded to Tiny House Community Development. It was stated that there is a compressed timeline for the funds to be used, and Tiny House is to provide a timeline if allocation is approved. It was stated that the Emergency Solutions Grant (ESG) has stipulations that the funds are to be used for outreach and not inreach. There was additional conversation around the Code of Conduct, Written Standards, and the Governance Charter.

From SPEC, the recommendation to reallocate the Street Outreach funding to Tiny House was presented. With committee recommendation, no second was needed. Laura Baker of Tiny House was recused from the voting.

After question and voice vote, the motion to approve the recommendation of reallocating the Street Outreach funding to Tiny House was approved without objection.

C. Other Updates

1. NC HMIS Governance Committee
2. Infectious Disease Task Force
3. CoC Membership Application Updates
4. CoC Member Annual Forms Updates – Due 6/30/24
5. Recommendation – Membership Process
6. Staff Transition – July 2024
7. Status Update – Governance Charter and Written Standards
8. Monitoring Updates
9. CoC Training Updates
10. Board Vacancies & Chairs Needed as of July 1, 2024
 - a. Stronger Together Task Force
 - b. Strategic Planning Committee
 - c. CoC Board Secretary
 - d. Membership Committee

- e. HMIS Committee**
- f. Advocacy Committee**
- g. Lived Experience Representative**
- h. University Representative**

In the absence of Cheri Neal the Collaborative Report (link above) was presented by Rykiell Turner and Jessica Polzin.

VII. Stronger Together Task Force – Dr. Pamela Palmer

A. Strategic Plan Review (from April 11)

A follow-up meeting from the Strategic Plan session held at the Gather in Guilford event held April 11 was held on May 22. Discussion centered on developing an addendum to the existing plan, which had been extended. The proposed addendum will help the CoC get through 2024-25 and, in 2025-26, undergo another Strategic Plan development process. The addendum will help set strategic priorities for the year. A meeting is scheduled for June 11, and from that meeting, the results will be shared in the July CoC meetings of the Board/Executive Committee and the Membership.

B. Inter-Local Committee – Next Meeting June 21 (10:30am-12pm)

C. Guilford County Homelessness Task Force – TBD

A reminder was made that, with the coming updates in CoC leadership, consideration needs to be given for Chair(s) of the Stronger Together Task Force as well as the Strategic Planning Committee. There was also mention that from the Strategic Plan, the 2nd goal, Strategy 2.1 needs to be emphasized.

VIII. Announcements

IX. Old Business/New Business

A. Emergency Hotel Assistance Update

The funding allocations to the Emergency Hotel Stay program through Welfare Reform Liaison Project (WRLP) is winding down as most of the funds have been utilized. The Program is expected to wrap up June 21, 2024.

X. Adjournment

Laura Baker made a motion to adjourn the meeting. The motion was seconded. After question and voice vote, the motion to adjourn was approved without objection. The meeting was officially adjourned at 12:43pm.