



Guilford County Continuum of Care Membership Meeting

Minutes

07.11.24

Attending: Chair Erin Stratford-Owens, Liz Alverson, Shana Ayscue, Conor Baker, Janet Blue, Brad Bowers, Caitlin Bowers, Jamie Brown, Valaria Brown, Latoya Bullock, Sherea Burnett, Kate Calannio, Corinth Camp, Tom Campbell, Tara Cheshire, Alexis Clemons, Edith Clifford, MaKayla Cooke, Caitlin Cosner, Lisa Cowan-Dudley, Jasmine Crosby, Bennita Curtain, Patrick Davis, Meredith Daye, Amanda Douglas, Dr. LaKisha Ellison, Tamera Fewell, Frankie Ford, Whitney Fox, Catrice Frost, Genesis Gardner, Ebony Hall, Deb Harris-Richardson, Kelly Hedgecock, Albert Hodges, Jay Horton, Laila Hosseinzadeh, Pamela Ingram, Kenyatta Jennings-Richardson, April Jones, Stefanie Ledwell, Miriam Martincova, Brooks Ann McKinney, Michelle McNair, Amy Modlin, Chewan Moore, Dewey Mullis, Dr. Pamela Palmer, Tiffany Pilson, Andrew Prochet, Quiotti Ratliff, Shanna Reece, Sheletha Ross, Ramona Sanders, Megan Scales, Bernita Sims, Kristina Singleton, Ciara Smith, Mark Springfield, Mark Sumerford, Erin Williams, Taylor Williams, Leroy Wilson

Also Attending:

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

This was the regular scheduled monthly meeting of the Guilford County Continuum of Care (CoC) Membership. The meeting was held virtually through the Zoom platform.

I. Welcome and Introduction – Chair Erin Stratford-Owens

(Acknowledgement of any guests)

Chair Stratford-Owens officially the meeting at 9:32am with a welcome and greetings to attendees. First-time attendees were given the opportunity to

identify themselves. Those who identified themselves were: Ramona Sanders (Oakwood Community Development; proxy for Kevin Sanders); Conor Baker (Emergency Management) ; Amy Modlin (Trillium) as well as Maya Saxena and Charlesy Nance from Corporation for Supportive Housing (CSH).

II. Review and Approve Minutes – Chair Erin Stratford-Owens

A. Review Minutes of Meeting of 06.13.24

B. 2024 Meeting Dates (via Zoom until further notice) Aug 8; Sep 12; Oct 10; Nov14; Dec 12

The minutes from the June 13 CoC Membership meeting were acknowledged as having been sent and received. There were no acknowledgements of any errors/corrections that needed to be made. **Tom Campbell made a motion to approve the minutes as submitted. The motion was seconded. After question and voice vote, the motion to approve the minutes as submitted was approved without objection.**

Chair Stratford-Owens requested that a Gather in Guilford event (in the spring) be planned through the Stronger Together Task Force.

III. Action Items

A. Board Chair Elections

Chair Stratford-Owens acknowledged that in the Board/Executive Committee meeting on Monday July 8, she was installed as Chair of the CoC for 2024-25.

B. NC-504 HMIS Policies & Procedures Draft

Work is being done to get the HMIS Policies and Procedures draft out to membership for reviewing and for a vote in the August meetings. Feedback is to be submitted to infoCoC@guilfordcountync.gov. A reminder is to be put in the meeting chat along with a draft of the document.

Special Presentations

CHS – Project Updates – Charlesy Nance/Maya Saxena

[CoC Updates - July 2024.pdf](#)

CHS is in the process of finalizing a draft of the Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. The analysis is a strength-based approach and includes 6 qualitative summaries. The goal is to present in CoC August or September meetings. There is a goal of hiring 2 long-term Lived Experience individuals to begin in August. Those not hired for the long-term could be contacted for other partnership/collaborative work. The Funding Survey was launched July 1; office hours to address any relevant questions was held July 10 from 11am-11:30am. There were further discussions on the funding analysis. The due date for the survey is July 19. The HUD System Performance Measures (SPM) were released to reflect 2023 national averages.

[GCCOC ADDENDUM to Strategic Plan Draft 7-8-24.pdf](#)

Dr. Palmer was given space to speak on the Strategic Plan. The current plan has been extended through the addendum. A Strategic Plan Committee meeting was held with Nancy Hunter, a consultant on the project. A draft (attached) has been prepared with strategic priorities and feedback is requested; the feedback should go to infoCoC@guilfordcountync.gov. by July 15. The feedback is to be incorporated into the revised draft, and after the Strategic Planning Committee does its review, presented to the CoC Board and membership in the August meetings.

IV. HMIS Lead – PEH (Sherea Burnett)

[2024.06 - Guilford County CoC HMIS Lead & CE Lead Report \(June 2024 Data\).pdf](#)

A. HMIS Annual Evaluation Status Update

The Annual Evaluation is to be done by the Homeless Management Information System (HMIS) Committee.

B. Monthly HMIS Data Report

See attachment

C. HMIS Committee Report – Laura Baker

See above

There are conversations with Michigan Coalition Against Homelessness (MCAH) about The data inconsistencies with WellSky and Green River. The data accuracy/completion Rate is 81.7%. The following agencies; Youth Focus, Salvation Army of Greensboro, and The Servant Center, were recognized for data completion and accuracy and their help with answering questions. Problem trends were showing in the areas of information updating, completion and follow-up, exiting clients, and timely (within 6 days) record entry. At the August meeting, Sherea Burnett is to speak to how HMIS and Coordinated Entry (C/E) work together.

V. Coordinated Entry Lead – PEH (Sherea Burnett)

[2024.06 - Guilford County CoC HMIS Lead & CE Lead Report \(June 2024 Data\).pdf](#)

A. CE Annual Evaluation Status Update

The C/E Committee is facilitating the Annual Evaluation; it is on hold due to policies and procedures updating.

B. Monthly CE Data Report

C. Updates – Access Points

D. Coordinated Entry Committee Report – Laura Baker

The C/E Pass and C/E Client Referral Forms implemented by Laura Baker are in use. Cloudburst is the consultant assisting with C/E. Thanks were expressed to those that have helped with assessments. A C/E issue involves expired HMIS Release of Information (ROI) forms. A call meeting may need to take place before month-end to discuss topics assigned by the HUD TA per Chair Stratford-Owens.

VI. CoC Funding and Resource Development – Cheri Neal/Staff

A. HUD Notice of Funding Opportunity (NOFO)

Jessica Polzin spoke for the Collaborative Applicant in the absence of Cheri Neal. All Grant Inventory Worksheets (GIWs) needed to be submitted to the Collaborative Applicant (C/A) by July 3; the C/A then will release these by July 10, which has been done. There is no update as to when the local NOFO is to be released by HUD. The competition is now a 2-year cycle instead of a 1-year cycle. Agencies should prepare a 1-year and 2-year budget application.

B. NC Emergency Solutions Grant (ESG)

The C/A has received 8 applications for the NC ESG, which were due yesterday. Office hours have been provided for support. Submissions for the regular ESG are to be done by August 26. In response to a question, CoC Chair Stratford-Owens referenced funding from the Homeless Task Force; Dr. Palmer then addressed the matter. Organizations that received American Rescue Plans (ARP) funds have requested an extension on contracts in spending due to a delay in getting the monies. The funds are provided on a reimbursement system. Dr. Palmer and Bernita Sims are working with agencies to ensure that those funds are spent in the community. A meeting with agencies and county representatives is scheduled for tomorrow.

VII. Municipal Partners and Housing Authorities

A. Greensboro Housing Authority – Tameria Fewell

[GHAREPTForm 7.11.24Rev1.docx](#)

See above for the Greensboro Housing Authority (GHA) report.

B. High Point Housing Authority – Angela Jimenez/Designee

No Report

C. City of Greensboro - Liz Alverson

[GsoReptForm.LizUpdate.071124.pdf](#)

See above for the City of Greensboro report. Funding recommendations have been received; the city is waiting to move forward. Contracts should be seen within the next week or two. Individual meetings are to be held with those recipients. Cooling stations are being posted as they become available. Final reports for fy23-24 subrecipients are due July 15. The HUD CAPER is due September 30 and include CDBG, ESG, and HOPWA grant funding. There was a suggestion for the CoC to make a statement regarding the decision in the Johnson vs. Grants Pass case. **A statement is to be composed by a team that includes Liz Alverson, Janet Blue, and CoC Chair Erin Stratford-Owens.** A process is being put in place for Guilford County and the City of Greensboro to fund East Greensboro Now and East Greensboro Teen Project. Rent and Utility Assistance (East Greensboro Now) is being considered although nothing is yet formalized

D. City of High Point - Michelle McNair

1. Shelters Discussion

[HPRept July 2024.docx](#)

See above for the City of High Point report. Pamela Ingram is working with Code Enforcement to give information on services to those in homeless encampments. Monthly Homeless Provider meetings, with 6 agencies, are taking place. Cooling stations information should be in the Newsletter. High Point has no ordinances in place in light of the Johnson vs. Grants Pass decision. West End Ministries is now operating 24 hours, and extended case management services. Open Door Ministries (ODM) is still looking for a location for the Day Center; updates will come as they develop. Allelujah Ministries International (AMI), through Oakwood Community Development Corporation, is operating a day center at Greene Street that is separate from the Day Center Initiative of ODM. This is funded by a city-allocated grant of \$217,556.

E. Open Door Ministries (Day Center) – Ryan Ross

See VII-D; this is to be included in the City of High Point report going forward.

F. Guilford County

1. UNCG CHCS Eviction Mediation Program (Data) – Renee Norris/Designee

[UNCG CHCS July '24 CoC Meeting Report formrev2.pdf](#)

See above for the UNCG CHCS report presented by Stefanie Ledwell.

2. Legal Aid of NC – Janet Blue

[LANC TEAM Report070924.docx](#)

See above for the Legal Aid of NC (LANC) report. Legal Aid of NC received some funding from the city of Greensboro to expand their services. LANC provides services in the Greensboro courthouse on Tuesday and Wednesday, and in the High Point courthouse on Monday and Thursday.

3. Guilford County Animal Services - Lisa Lee

No Report

VIII. Collaborative Applicant/CoC Lead – Cheri Neal/Staff

A. HUD Technical Assistance – Jessica Polzin

1. Coordinated Entry TA

The HUD TA (Cloudburst) is helping the C/A with best practices and preventing barriers.

B. Cooling Station(s) Update – Maria Lyons Legrande

Refer to section VII-C; send any new resources to infoCoC@guilfordcountync.gov

C. Annual CoC Forms – Jessica Polzin

The C/A worked with the Guilford County Information Technology (IT) team to redesign the form to a virtual, instead of a Word form. The annual forms link is included in the meeting chat, as well as a link for those unsure of their membership status. The forms are due August 8.

D. NC HMIS – July 8 (10am - 1pm) – Jessica Polzin

The team continues to attend these monthly meetings.

E. Staff Transition – Jessica’s last day is July 12, 2024

Jessica expressed her appreciation for the collaboration and experience.

F. Monitoring Updates

Plans are for the monitoring visits to be wrapped up by the end of the month. A New tool has been used, so thanks were expressed for patience.

G. CoC Training Updates – Maria Lyons Legrande

Training has been done in the areas of: Eviction Mediation, Veterans’ Services, Adult Medicaid, WorkFirst and Subsidized Childcare Services, and Trauma Informed Care. More intense (4-hour sessions) with certification are coming. Training recordings are to be uploaded onto the website.

H. Committee Members Being Sought

CoC Chair Erin Stratford-Owens spoke on committee membership and chairs. Efforts are being made to get Chairs for the Membership and Advocacy Committees.

- 1. Membership Committee**
- 2. Advocacy/PR Committee**
- 3. Coordinated Entry Committee**
- 4. HMIS Committee**

Bernita Sims was appointed Chair of the HMIS Committee

IX. Stronger Together Task Force – Dr. Pamela Palmer

A. Strategic Plan Review

Refer to Special Presentations section

X. Chair Updates

A. Inter-Local Committee – July 19

B. Guilford County Homelessness Task Force - TBD

XI. CoC Committee Reports

A. Membership Committee – Chair Erin Stratford-Owens

Applications for membership have been received but the agencies have not yet been vetted

B. Nominating Committee – Chair Erin Stratford-Owens

Updates are forthcoming in the August meetings

C. Governance Committee – Bernita Sims

Updates are forthcoming to the CoC Governance Charter

D. Strategic Planning Committee – Dr. Pamela Palmer

Please see Special Presentations section

E. Advocacy and Public Relations Committee – Vacant (needs chair)

F. Systems Performance and Evaluation Committee – Renee Norris

No Report

G. Appeals Committee – As Needed

H. Youth Committee – Sarah Roethlinger

Sherea Burnett reported that there has been 1 meeting. Another meeting is scheduled for next week. A reach for members is to be made through partner agencies.

I. Housing Resource Committee – Laura Baker

Sherea Burnett reported that people have agreed to be a part of the committee. Names Have been submitted for approval for the committee. The committee is to be repurposed.

J. Executive Committee – Chair Erin Stratford-Owens

No Report

K. JEDI - B Committee – Dr. Michelle Vance

Rykiell Turner reported that a committee meeting is scheduled for 7/16; a reminder has been sent.

XI. Membership Announcements (please see calendar on CoC website)

A. Membership Portal

<https://www.guilfordcountync.gov/our-county/human-services/continuum-of-care/coc-member-portal>

Maria Legrande reported that Guilford County is updating the website and it will have a different look. Feedback is welcomed.

Mention was made of upcoming events by Mark Springfield of the Disability Advocacy Center (DAC). Those interested need to reach out to Mark at DAC. In addition, Deb Harris-Richardson mentioned an event being sponsored by the YWCA.

XII. Adjourn

Deb Harris Richardson made a motion to adjourn the meeting. The motion was seconded, and After question and voice vote, the meeting was officially adjourned at 11:27am.