



GUILFORD COUNTY CONTINUUM OF CARE

Working to End Homelessness in Guilford County

Guilford County Continuum of Care CoC Board/Executive Committee Meeting Minutes 11.04.24

Attending: Chair Erin Stratford Owens, Laura Baker, Alicia Blanks, Sherea Burnett, Edith Clifford, Danielle Cole, Councilwoman Amanda Cook, Patrick Davis, Michael Gibeley, Deb Harris Richardson, Kenyatta Jennings Richardson, Angela Jimenez, Tonya Morehead, Cheri Neal, Renee Norris, Bernita Sims, Dr. Michelle Vance, Erin Williams

Also Attending:
(Guilford County); Wilton Donnell (Recorder), Emily Lewis, Maria Lyons Legrande, Rykiell Turner; (Corporation for Supportive Housing – CSH); Jennifer Garcia, Charlesy Nance, Maya Saxena

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

I. Welcome and Introductions – Erin Stratford Owens, Chair

Chair Owens officially opened the meeting at 11:03am with a welcome and a greeting.

II. Review and Approve Minutes – 10.07.24 Board/Executive Committee Meeting

The minutes were acknowledged as having been sent and received; there were no noted corrections stated. Renee Norris made a motion to accept the minutes as presented. The motion was seconded. After question and vote, the motion passed without objection.

III. Action Items

A. Recommendation for Board Membership –

Sharon Barlow (Div of Soc. Services Director – replacing Lisa Cowan-Dudley)

This recommendation was tabled until clarification was made on the reason for the switch/change and clarity on the term(s).

B. Recommendation of Ebony Hall (PEH) to join Youth Committee

From the Youth Committee came this recommendation. As it was from committee, no second was needed. After question and vote, the recommendation to approve

Ebony Hall to the Youth Committee passed without objection.

C. Recommendations of New Members - Glory Risers Empowerment Transformation Outreach Church

Action on voting for these two entities was tabled until the CoC Membership Committee could meet and review.

D. Vote – Meeting Dates for 2025 (Jan 6; Feb 3; Mar 3; Apr 7; May 5; Jun 2; Jul 7; Aug 4; Sep 8; Oct 6; Nov 3; Dec 1)

Discussion arose on this proposed meeting calendar. There was emphasis placed on the importance of Board members attending these meetings as well as committees doing the work for which they were created. Bernita Sims made a motion to move the Executive Committee meetings to a monthly occurrence and the Board meetings moving to a bi-monthly occurrence. The motion was seconded. After question and vote, the motion to move the CoC Executive Committee to a monthly meeting, and the CoC Board to a bi-monthly meeting was approved without objection.

Special Presentations:

Corporation for Supportive Housing (CSH) – Charlesy Nance/Maya Saxena

The Strengths, Weaknesses, Opportunities, Threats, and Opportunities (SWOT-O), with the environmental scan, has been completed. The two new Lived Experience consultants, Jennifer and LaToya, were presented (Jennifer was present). An overview is to be shared at the next Homeless Task Force meeting. There is a desire to have a high-level share-out with the CoC.

IV. HMIS Lead – Partners Ending Homelessness – Sherea Burnett

A. Monthly Data Report (Data Briefing)

The data accuracy/completion rate was 82.2%. There are separate data meetings to be held per more specific data needs. An invite is forthcoming. Along with the change in the Interactive Resource Center (IRC) operations change, there was rise in females for October, to include mothers with children in school.

B. HMIS Committee Report - Bernita Sims

Work is being done on procedures and managing data process(es). The hope is to have an updated report for the December meeting. The Point-in-Time (PIT) Count methodology was presented. Housing Management Information Systems (HMIS) Chair Sims recommended, from Committee, that the PIT Count methodology be approved. Being from committee, no second was needed. After question and vote, the motion passed as presented without objection.

C. HMIS Evaluation Update

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

A. Monthly Data Report (Data Briefing)

In a summary report, it was said that people want to be removed from the waiting list (too slow), and there are those that want to be re-added/re-assessed. The number of children is rising; the Guilford County Schools (GCS) does not have the funding that it did last year. There have not been any new Coordinated Entry (CE) access points added. The trends are the same as previously. There is a data briefing scheduled for November 18 at 2pm via Zoom. There was further discussion on data errors and protocol.

B. C/E Committee Report/Restructuring – Laura Baker

C. C/E Evaluation Update

VI. Collaborative Applicant/CoC Lead – Cheri Neal

A. Funding

1. NOFO

a. Consolidated Application due 10/30/24 @ 8pm

There is a possibility that application feedback may be available in February or March. There may be recommendations in January from the debriefing. Agencies were asked to change behaviors to help lead agencies from having to clean up bad data, bad behavior, and lack of timely email responses.

2. NC ESG

a. Local ESG RFA (fy24-25) Update: Early-October 2024 recipients should be receiving letters about funding recommendations.

Chair Owens is to reach out to the Board and Governance Committee in finalizing the Written Standards, which need to be flushed out and corrected. **It was stated that funding would be lost if this is not done.**

3. Monitoring - Trends Report in November 2024

Monitoring had been completed but additional monitoring is needed. Agency adherence to the updated Written Standards and other Governance Committee standards was emphasized.

B. HUD Technical Assistance

C. Other Updates

1. NC HMIS Governance Committee Updates

Work is ongoing but Hurricane Helene has impacted efforts, especially for western counties.

2. Membership Application Process/Outreach

3. CoC Training Updates

a. Board Orientation – November 19, 2024

Being held at the Cooperative Extension Building at 2pm

b. Membership – 11/22/24 @ 11am via Teams

4. World Homeless Day (10/10/24) Review

5. Point-In-Time (PIT) Count (1/29/25)

- a. Planning Committee – 11/5/24 @ 10am**
- b. Data Sub-committee (upcoming)**
- c. Donations/Volunteers Sub-committee (11/18/24 @2pm)**
- d. Special Populations Sub-committee (no meetings yet)**
- e. Location Sub-committee (11/12/24 @ 10am)**

6. National Hunger & Homeless Awareness Week (Nov. 17 –23, 2024)

- a. Planning 11/7/24 @ 11am**

Proclamations are forthcoming from the Guilford County Board of Commissioners as well as from the city of High Point.

7. National Homeless Persons' Memorial Day (12/ 21/24)

- a. In Progress**

VII. Chair Updates

- A. Inter-Local Committee – Next Meeting November 15 (10:30am-12pm)**
- B. Guilford County Homelessness Task Force – December 4**
- C. CoC Foundation Documents**

1. HMIS MOU

2. Coordinated Entry MOU

3. Collaborative Applicant MOU

Work is to be done on these 3 documents

4 Written Standards

Work is to be done on the Written Standards (see item VI-2a)

5. Governance Charter

Quarter 1 in 2025 is being looked at for the charter to be addressed

A flyer that was shared for Youth Homelessness Training; all were asked to wear Purple or Green to show support for the cause.

A notification review was provided for the QSOBAA (see p.6)

VIII. Announcements

A. IRC Doorway Referrals Announcement

B. [Doorway Announcement 24-25.pdf](#)

C. [24-25 Doorway Referral .pdf](#)

D. [VI-SPDAT V3 American Single Adults.pdf](#)

E. [NC 504 2021 ROI.pdf](#)

IX. Old Business/New Business

JEDI-B Chair Dr. Michelle Nance was allowed space to request a new committee member.

Dr. Vance recommended, on behalf of committee, that Genesis Gardner (PEH) be approved for membership on the JEDI-B Committee. Coming from committee, no second was needed.

After question and vote, the motion passed without objection.

Bernita Sims reported on the feedback from the Medweek Skip Alson golf tournament. Unofficially, \$174,000 was raised to support homeless initiatives. The hope is to address emergency hotel stays as well as prevention and diversion efforts. Greensboro is to host the event next year.

The IRC has closed overnight shelter operations. The Greensboro Urban Ministries and faith partners (along with the city of Greensboro) are planning for support of winter emergency shelter operations. There are still outstanding asks for warming stations and White Flag support.

X. Adjournment (Next Meeting December 2)

Edith Clifford made a motion to adjourn the meeting. The motion was seconded. After question and vote, the motion passed without objection. The meeting was officially called to adjourn at 12:48pm.

Updated - 2024 NC-504 QSOBAA

QSOBAA is the acronym for the Qualified Service Organization Business Associates Agreement. This document is intended to serve as a sharing agreement between agencies participating in the Homeless Management Information System (HMIS) and assists with ensure the coordination of services for our participants and clients. The only NOFO/ESG-funded direct services provider not included in the QSOBAA for our CoC is Family Service of the Piedmont. As a victim services provider, the Violence Against Women Act prevents Family Service of the Piedmont from accessing and/or entering data in HMIS.

[NC-504 QSOBAA \(August 2024\).pdf](#)