



**Guilford County Continuum of Care
Consolidated CoC Board/CoC Executive Committee Meeting Minutes
03.04.24**

Attending: Chair Bernita Sims, Laura Baker, Sherea Burnett, Edith Clifford, Lisa Cowan Dudley, MJ Harris, Councilwoman Sharon Hightower, Kenyatta Jennings-Richardson, Charolette Leach, Heather Magill, Cheri Neal, Renee Norris, Dr. Pamela Palmer, Quiotti Ratliff, Shanna Reece, Sarah Roethlinger, Erin Stratford-Owens, Dr. Michelle Vance, Thanena Wilson

Also Attending:

Wilton Donnell (Recorder), Maria Lyons-Legrande, Jessica Polzin, Rykiell Turner, Deirdre Bolden, Nhaomie Douyon, Charlesy Nance, Maya Saxena

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

I. Welcome and Introductions - Bernita Sims, Chair

The meeting officially started at 11:05am. An opportunity was provided for introductions for newcomers. Those introducing themselves were: Dr. Michelle Vance (new CoC Board member), Deirdre Bolden (Corporation for Supportive Housing – ‘CSH’), and new Guilford County CoC team-members Maria Lyons-Legrande and Rykiell Turner.

**II. Review and Approve Minutes – 02.05.24 Board/Executive Committee Meeting Meeting Dates – Via Zoom until further notice
May 6; July 8; September 9; November 4**

The minutes were acknowledged as having been sent and received. A motion to approve the minutes with noting a previous correction (typo noted in the February 5 meeting from the January 8 meeting) made was offered by Charolette Leach. The motion was seconded. After question and vote, the motion to approve the February minutes with the noted correction passed without objection.

III. Action Items

A. Nominating Committee – Erin Stratford-Owens, Chair/Chair-Elect

1. CE Chair – Needs Appointee

Nominating Chair Stratford-Owens presented Laura Baker as Chair of the Coordinated Entry Committee on behalf of the Nominating Committee. Chair Sims officially appointed Laura Baker as Chair of The Coordinated Entry Committee .

2. DEI Chair(s) – Dr. Michelle Vance

Chair Stratford-Owens presented Dr. Vance as Chair of the Diversity, Equity, and Inclusion (DEI) Committee on behalf of the Nominating Committee. Chair Sims officially appointed Dr. Vance as Chair of the DEI Committee.

B. New Members – Beth Waters -

Exodus Fellowship Church

Guilford County Sheriff's Department

In absence of Membership Committee Chair Beth Waters, Jessica Polzin spoke of committee Chair Waters having reviewed the new Members' information. It was decided that they are to be presented at the CoC Membership meeting to be held March 14.

Cheri Neal of the Collaborative Applicant (C/A) stated that Jessica Polzin has led efforts by the C/A to act in the absence of the committee Chair. Onboarding of new members started last month and will continue each month going forward. The onboarding contains a full presentation and will take place even if there are no new members attending. Open Office Hours were extended to provide assistance to membership around questions and issues. There was discussion around orientation/training for new Board members.

Special Presentations

A. CSH – Environmental Scan Project Updates

(M.Saxena/D. Bolden/C. Nance)

[CoC Executive Meeting 3-4-2024.pdf](#)

The Corporation for Supportive Housing (CSH) team presented an update on the Environmental Scan that they have undertaken. Maya Saxena stated that the presentation was to let the attendees know what CSH has been doing, where efforts are going for the next couple of months, and to ground everyone into why CHS is present.

Quantitative as well as qualitative data will be used. CSH wants to Engage in multi-sector partnerships. CSH wants an individual with lived experience to serve as a point-of-contact for each sector in the study. They have budgeted for 2 lived experience people to serve for 71.5 hours apiece. CSH expects to be able to provide a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis by May. CSH is engaging with CoC members as well as community-based organizations. Thanks were expressed for the work that Nhaomie Douyon has done on mapping.

IV. Collaborative Applicant – Cheri Neal

A. Funding

1. NOFO

The Notice of Funding Opportunity (NOFO) funds have been released. The NC CoC 504 has earned \$2.7MM of a possible \$3.1MM.

2. ESG

The Emergency Solutions Grant (ESG) is in process respective of monitoring. There is hope that the funds will be released around June 2024. It was mentioned that the \$40,000 that were returned due to the cessation of the street outreach program needed attention.

3. Debrief – Funding

A meeting was held with Cheri Neal, Chair Sims, Dr. Palmer, and Erin Stratford-Owens and the document (see attached) was covered. There was a slight miss in the goal, but efforts are being worked through. There may be a follow-up with HUD for AAQ (Ask A Question) clarification. There was some discussion on how to obtain the missing points. There was also acknowledgement that funding has been increased each of the last 2 years. It was expressed that agencies needed to respond to a Housing First Assessment survey outside of competition. Data will be big as well as housing and healthcare. A willingness to set up time to review was conveyed.

B. HUD Technical Assistance

There are 4 different consultants currently being engaged: Cloudburst (Coordinated Entry Technical Assistance); CSH (see above in Special Presentations); Fortis Consulting (organizational tasks and actions); and a HUD representative, Christie Hahn (all-inclusive trainings for compliance). A meeting was held with Inter-Faith Partners and the Greensboro Police Department (GPD) and a recognition of affordable housing being built. Updates will be shared.

C. Other Updates

1. Strategic Planning (current plan extended to March 2024 per September Board/Exec meeting vote)- (Dr. Pamela Palmer)

Work is being done to secure resources to engage in the Strategic Planning process. Some resources have been offered by Room at the Inn and Commissioner Kay Cashion is advocating for resources for the plan work. The Strategic Planning process is to be a part of the Gather in Guilford event set for April 11, which is being held in place of the monthly CoC Membership meeting. There has been contact with Nancy Hunter, who helped with the plan 3 years ago. Efforts are around reviewing and then updating the existing plan relevant to the current CoC to reflect the next 3 years. A meeting is to be held March 12 at 8am. An ask was made of attendees for any help with resources/funds; the cost for the consultant alone is \$3,500 for the work on April 11.

Chair Sims spoke on commending the Board for the work being done, as well as the agencies, and that the community is noticing the work.

2. NC HMIS Governance Committee

The C/A team and Partners Ending Homelessness (PEH) teams are participating. Efforts are focused on Green River, which will help provide cleaner data.

3. Infectious Disease Task Force

A reminder was given to encourage shelters to participate in the meetings

4. PIT Count/HIC (January 24, 2024) – Update

VI. HMIS Lead – Partners Ending Homelessness – Sherea Burnett

[Guilford County CoC HMIS Lead_CE Lead Report \(February 2024\).pdf](#)

A. Monthly Data Report

B. HMIS Committee Report – Beth Waters, Chair

The annual Housing Management Information System (HMIS) evaluation is being facilitated by the HMIS Data Committee, and Laura Baker has taken leadership. Any questions should be sent via email to Sherea Burnett with Beth Waters being out. The next meeting is scheduled for March 15 at 9:30am. There was mention of some users being unaware of the errors that were in the HMIS system but they should all be cleared up. Posting of office hours for HMIS user support is being advertised on social media and the CoC Newsletter. From the report (see attached) the numbers are consistent with those from January. There was a discussion around the disclosure of gender identification in HMIS. The backlog with social security numbers has been cleared. There are further discussions/sessions scheduled. One CoC report has been submitted, and work is being done on SPM, Point-in-Time (PIT) Count, and the Housing Inventory Count (HIC) reports. As of February 16, the data completion/accuracy rate was between 70-77.9%.

There is a request for a new report to be run for February to check for any improvements. There were some issues from February but they have been worked through. Green River is being used to get an overall score for each agency as well as a data check. The 1st Mondays in February, March, April, and May have been set aside for HMIS training. Office hours are being set for the following week at the same time. An ask was made of Sherea Burnett, after some discussion, to alert the Board for any trends that could help support the work of the HMIS Chair. Sherea agreed to add a slide to highlight any trends.

VII. Coordinated Entry System – Partners Ending Homelessness -Sherea Burnett
Guilford County CoC HMIS Lead CE Lead Report (February 2024).pdf

A. Monthly Data Report

B. CE Committee Report – Vacant Chair

Mention was made of Laura Baker having been appointed as Coordinated Entry (C/E) Chair. The C/E Committee is facilitating the C/E annual evaluation. There was mention of more of a focus on not what PEH can do but what the system can do which included system considerations that includes wording changes. Looks are being taken at policies and procedures. Collaborative meetings are on the schedule with Cloudburst and Family Services of the Piedmont, around Rapid Rehousing. Parallel processes have to mirror existing processes. There are 10 community access points as none were added in February. The downtown Greensboro access point has been changed from Center City Park to the Cultural Events Center until the end of March. A text feature is being considered as a part of accessibility around access points/services. A reminder was provided for confidentiality agreements to be signed for the Coordinated Assessment workgroup. Policy amendments for the Coordinated Assessment workgroup had to be made around the by-name list per unauthorized people being in meetings where that information was being shared. New employee processes are being streamlined.

VIII. Stronger Together Task Force – Dr. Pamela Palmer

A. CoC Convening/Summit (April 11; 9am-1pm)

The Gather in Guilford event is starting at 8:30am to allow for registration in those first 30 minutes. CoC membership should have received a Save the Date notice. This will be the 1st time that CoC membership has met together since Covid. More updates are forthcoming. An ask was made if anyone had a recommendation for a lived experience speaker; make the referral to infoCoC@guilfordcountync.gov. The intention is for the event to be an uplifting experience.

B. Inter-Local Committee – Next Meeting March 15 (10:30am-12pm)

C. Guilford County Homelessness Task Force – March 6 (4pm-6pm)

IX. Announcements

Heather Magill announced that a speaker from Alabama was coming to speak at the Elder Justice Center in High Point on March 21 at 12:30pm.

Cheri Neal announced a Street Outreach retreat that will include housing case managers along with street outreach on April 4.

Thanena Wilson announced that the High Point Housing Coalition is hosting a Housing Summit on April 5 at High Point City Lake Park from 9:30am – 2pm.

X. Old Business/New Business

A. Emergency Hotel Assistance Update

All of the Emergency Hotel Assistance funding from the City of Greensboro has been spent; 80% of the Guilford County allotment has been spent, and 75% of the allotment from the City of High Point has been spent. The expectation is that by mid-April, all of the approved funds will have been used. Calls for assistance are being received daily, and once funding is exhausted, there is uncertainty as to what will happen. Downtown Greensboro has said that there is less congestion in Center City Park but there are still some issues with area businesses around the unhoused population. It was said that a discussion needs to take place. A report is to go out on Wednesday to the Homelessness Task Force.

Councilwoman Hightower said that there is uncertainty around the transferal of the Regency Hotel property to the Step Up program. An environmental and structural assessment has been done. There has been conversation that the property may have to come down. There was to be 201 units (58 Permanent Supportive Housing slots) with a timeline of 2026. There has been some discussion around financing and an ask of the City of Greensboro. There are some Permanent Supportive Housing units that were thought to be available but now are not likely for the next few months. An alternative needs to be found for the Pallet Shelter site. Step Up has been asked to come back to the City of Greensboro with a title timeline. It was mentioned that there needs to be an understanding of quick fixes versus long-term fixes.

XI. Adjournment

The meeting was officially called to adjournment at 1pm.