

Present: Andrea Carey, Suzanne Hitt, Stephani Kilpatrick, Tara May, Joel Rice, Corey Root, Molly Rowe, Debra Vestal

***Action items in bold**

Welcome & Introductions

- Agency updates
 - IFC-part time position open, close to hiring Executive Director; preparing to take PSH grants from Housing for New Hope, need to meet with Robert Gilmore at DSS re: HomeStart
 - Cardinal-at capacity, **Joel will send Corey the drawdown info for RA operating grant**
 - DSS- the Low Income Energy Assistance Program (LIEAP) is active at least through end of February – contact Lindsay Shumaker (program manager) or Cathy Hill (supervisor) for more info; OrangeWorks is an employment center with free WIFI and computers located next door to DSS in Hillsborough, the Veterans Services Officer, rep from Building Futures Youth program, employment services all housed there and they are piloting partnership with Durham Tech to offer classes & employment help; contact Randy Haynes & Bobby Dees for employment and education assistance; there will be a job fair in April in Hillsborough; DSS is expanding adolescent parenting program, now anyone under 19 with child whether or not they're in school – **Suzanne will send program and referral info to Corey to send out to Orange service providers**; DSS helped over 2800 kids with Christmas presents during 2016 Toy Chest
- Review of last meeting action items
 - Corey will circulate job descriptions for open IFC positions
 - Another new opening-residential staff person
 - Corey will circulate new version of Orange County Resource Guide
 - Corey will talk with Michael Johnson and HUD re: processing of grant consolidations

Grant Consolidation Update

- Housing for New Hope PSH CoC grants are on schedule to be transferred by HUD to IFC by Feb. 1

ESG & CoC Funding Update

- CoC application – all Tier 1 and Tier 2 projects were funded, including a new PSH Bonus project for IFC that will eventually be consolidated with HFNH PSH projects transferring to IFC
- Full ESG funding awarded
 - **Corey will coordinate sending the RFA Special Condition info to the State ESG office.**

HMIS Update

- Updates from HMIS Governance Committee meeting
 - Met in Dec. and Jan. By phone

- MCAH is redoing trainings and documentation, the privacy trainings are ready, NCCEH is reviewing and will be back in touch
- MCAH suggestion: statewide annual report to participate in; has not been a statewide report before; will provide status update for entire state; cleaning data alongside PIT/HIC
- Federal reporting calendar – will discuss in February
- NCCEH Data Center Staff Update
 - PIT/HIC reporting- new report out March 1; data center will be in touch throughout February to help run current reports
 - PIT-HMIS reports
 - HIC-HMIS reports
 - Institutional Situation Report-new report, NC only
 - All 3 submitted per project
 - Contacting the data center
 - Contact data center when anything changes: funding, workflow, unit inventory, grant numbers

Coordinated Entry Update

- Systems Mapping & Gaps Analysis
 - Community-wide meeting Friday Feb. 3, 8:30am-12:30pm, Southern Human Services Center

Next meeting: Monday Feb. 20