

**Charlotte-Mecklenburg CoC
Governing Board Meeting**
November 16, 2023
Location: The Relatives

Board Members			
Anna London, Chair	Trish Hobson, Vice Chair	Timica Melvin, Secretary	Kathryn Firmin-Sellers
Sonia Jenkins	Brian Kovaleski	Karen Pelletier	Warren Wooten
Kenny Robinson	Susan Crawford	Kaedon Grinnell	James Lee
Brittany Marshall	Jessica Lefkowitz	Deronda Metz	Tchernavia Montgomery

Agenda

Time	Item	Facilitator
2:00pm-2:10pm	Welcome, attendance Motion: Adopt meeting agenda & approve meeting minutes from September 28, 2023 Board meeting	Anna London Branden Lewis (attendance)
2:10pm-2:30pm	Executive Committee Report Out <ul style="list-style-type: none"> Recognize outgoing Board members CoC Board 2024 Officers: Nominations open today 2024 CoC Meeting Calendar Motion: Adopt 2024 meeting calendar	Anna London
2:30pm-2:45pm	A Home for All Framework Implementation	O'Shauna Hunter
2:45pm-3:15pm	Committee & Workgroup Report Out <ul style="list-style-type: none"> Prevention/Diversion Workgroup Motion: Approve utilization of planning grant funds to support Housing Problem Solving training <ul style="list-style-type: none"> Unsheltered Homelessness Workgroup 	Karen Pelletier Jessica Lefkowitz
3:15pm-3:25pm	Public Comment	Anna London
3:25pm-3:40pm	Collaborative Applicant Staff Updates: <ol style="list-style-type: none"> Point In Time Count CoC funding updates 	Erin Nixon Branden Lewis
3:40pm-4:00pm	Agency Updates Request for January meeting agenda items	All
4:00pm	Adjourn	Anna London

- **Next CoC Governing Board meeting:** Monday, January 22, 2024, 2:00pm-4:00pm; Location: VCW: 3205 Freedom Drive; Entrance E
- **Next CoC Full Membership meeting:** Wednesday, February 14, 2024, 2:00pm-3:30pm; Location: TBD
 - Who should attend: All CoC member agencies/individuals, members of the public and CoC Board members

Our Vision: Homelessness is rare, brief and non-recurring in the Charlotte-Mecklenburg Community. Everyone has housing choices and prompt access to a variety of housing resources and supports that meet their needs.

**CoC Governing Board
Meeting Minutes
September 28, 2023**

The meeting of the CoC Governing Board was held on September 28, 2023, as an in-person meeting. The in-person portion was held at Hope Haven Inc 3815 N Tryon Street Charlotte NC 28206.

Board Members Present: Sonia Jenkins, Kenny Robinson, Trish Hobson, Susan Crawford, Jessica Lefkowitz, Timica Melvin, Karen Pelletier, Deronda Metz, Kathy Firmin-Sellers, James Lee, Tchernavia Montgomery

Board Members Absent: Anna London, Brittany Marshall, Brian Kovaleski, Kaedon Grinnell, Warren Wooten

CoC Staff Present: Branden Lewis, Erin Nixon, Shamika Agbeviade, Mary Ann Priester

Members of the Public Present: Jamien Harvey, Nicole Dewitt, O'Shauna Hunter, Kenya Dawson, Sarah Mikhail, Shaq Clarke, Adia Robinson, Janie Cuthbertson

Welcome-

Motion to adopt the meeting agenda & approve meeting minutes from July 27, 2023, Board meeting.

Motion: Kathryn Firmin-Sellers; Second: Karen Pelletier

Executive Committee Report Out: Trish Hobson encouraged anyone who knows a philanthropic partner who is active, educated about Mecklenburg County and surrounding communities and homelessness to apply for the vacant board seat. Towns of Mecklenburg Seat was previously filled with someone from the Pineville area- the goal is to fill it with someone who understands homelessness in all the towns. Also need a landlord/affordable housing developer that can lend (a) landlord perspective and faith-based organization active in ending homelessness. Applications will be accepted until October 13th.

Home for All Update (O'Shauna Hunter)

- Property provider recruitment grant closes October 2; Focused on-working on messaging, and graphics please provide any feedback. Some of the goals- coordinating with community strategy/ engagement; utilizing communication strategy for housing provided recruitment; housing search assistance, coordinate timely payments; hire and manage dedicated staff, etc. Some complications within the program -demonstrated knowledge or experience of housing and homelessness, recruitment and retention, subsidy administration, housing inspections, case management, public and private funds, and system level changes.

Committee & Workgroup Update

Property Provider Engagement Workgroup: Housing Collaborative (Jamien Harvey/Nicole Dewitt)

- Getting back to what they specialize in-recruitment and retention. Not focusing on the actual client- allowing the case manager to focus strictly on the client. Retention defined by the speaker - contact with property managers and landlords- it used to be contact via phone now the group is out in the community to build more relationships. In person recruiting is getting results. Placing staff in the community has increased the number of units available to our clients- recruited almost 90 units in a week in half.

**CoC Governing Board
Meeting Minutes
September 28, 2023**

Update: Emergency Housing Vouchers: Timica Melvin

- Mecklenburg County was awarded 178 emergency housing vouchers. 121 lease ups. HUD has notified us that 4 vouchers could be lost. HUD gave notice at the end of August of the extended use of service fees.

Healthcare Workgroup: Tchernavia Montgomery

- Mobilized community-based health kicked off the first week of September at the parking lot of the ABC store on Wilkinson completing outreach and drawing in those who are experiencing homelessness. Completed 109 outreach activities. New locations are coming. Please encourage other individuals to join. There are 2 community health workers that are certified thanks to Hope Haven for training. There is also a registered nurse completing glucose and blood pressure screenings and looking at medical records, along with a nurse practitioner, and someone to support with mental health and it's FREE!!!! This location also assists with people signing up for Medicaid, Loaves and Fishes referral, etc. Other locations are Grier Heights on Tuesday at 7-11 off Wendover- Wednesday at Wilkinson, and Thursday North End at The Nest.

Public Comment- Verification on days and locations of the mobile community health.

Collaborative Applicant Update:

- Motion: Dissolve Data Advisory Committee & HMIS Sub-committee and establish MeckHMIS Governance Committee (Motion: Timica Melvin, Second: Jessica Lefkowitz); **Approved**
- Submitted HUD CoC NOFO (latest funding recommendation) approved 7 million in housing related funding, and then 3 hundred thousand for the CoC planning grant.
- Notified by HUD that our YHDP application was not approved.

Adjourn

Motion to adjourn: Kathryn Firmin-Sellers, Second: James Lee

2024 Charlotte-Mecklenburg Continuum of Care Meeting Calendar

CoC Governing Board

Date	Time
Monday, January 22, 2024*	2pm-4pm
Thursday, March 28, 2024	2pm-4pm
Thursday, May 23, 2024	2pm-4pm
Thursday, July 25, 2024	2pm-4pm
Thursday, September 26, 2024	2pm-4pm
Thursday, November 21, 2024	2pm-4pm

*Adjusted due to Point in Time Count

CoC Full membership

Date	Time
Wednesday, February 14, 2024	2pm-3:30pm
Wednesday, May 8, 2024	2pm-3:30pm
Wednesday, August 14, 2024	2pm-3:30pm
Wednesday, November 13, 2024	2pm-3:30pm



SUPPORT • COACH • EMPOWER

Housing Problem Solving (HPS) Training Proposal Charlotte

Trip One

- I. **In-Person Training (16 hours) Two trainers – large class up to 60 participants**
 - Two day, Interactive Housing Problem Solving training
 - If lunch is brought in for participants, we can allow for about 45 minutes for lunch, but if they are on their own, we should allow 90 minutes.
 - We request separates tables (5-7 per table), 2 sticky flip charts and markers, and a projector. If audio isn't available, I can bring a Bluetooth speaker

Training

- Fundamentals of HPS (client choice, empathy, housing first)
 - Steps in HPS
 - Housing Outcomes
 - Trauma Informed Care, Equity, and Persons with Lived Expertise
 - Demonstration
 - Practice
- II. **HPS Competency Certification.** Open to those who complete the above training.
 - Individual zoom session to practice HPS skills and receive feedback
 - Follow-up case review to debrief an actual HPS case
 - 30 persons is budgeted for this step (we can amend as needed)

Trip Two

- III. **Day 1. Train-the-trainer**
 - Open to those who have completed both the HPS training and HPS competency certification
 - Strongly encourage those with lived expertise of previous homelessness (PLE) to be included in this team
 - Deeper dive into the material
 - Presentation and facilitation coaching
 - Practice, and choosing topics to present during next two days' training
- IV. **Day 2 and 3. HPS Training**
 - Taught by the Listening Group and the new local trainers
 - Post-training zoom session with the new trainers

- V. HPS Competency Certification. Open to those who complete the above training.
- Individual zoom session to practice HPS skills and receive feedback
 - Follow-up case review to debrief an actual HPS case
 - 15 persons is budgeted for this second training (we can amend as needed)

VI. **Travel and Costs**

- We use government rates for food, and the lowest cost business level hotel (like Hampton Inn and suites), and estimated airfare
- We are open to using Lyft or if it is cheaper renting a car
- We charge \$75 an hour for travel – from plane take off to final landing

Training Budget

Includes Two trips, Staff Support, PLE support Train-the-trainer and Certifications for 45

Activity	Extension	Cost
Training Ed (\$175/hour)	32	5,600.00
Training Tanesha (\$150/hour)	16	2,400.00
Train the trainer (\$175/hour)	12	2,100.00
HPS Certification (\$175/hour)	45	7,875.00
PLE Staff Support (\$150/hour)	8	1,200.00
Staff Support (\$175)	4	700.00
Travel time (\$75) 9 TT, 16 Ed	25	1,875.00
Ed airfare (2 trips) 9 nights	1300	650.00
Airfare Tanesha	900	900.00
Meals (51.75 and 69 per day)	793.50	793.50
Hotels (2 trips) \$200 a night est.	1800	1,800.00
Local Transportation	\$250 (estimate)	250.00
Sub total		26,144.00
Indirect Costs 10% (Administrative Overhead)		2,614.35
Total		\$28,757.85



 Edward Boyte
 Founder, The Listening Group, LLC

11/5/23

 Date

