



**Guilford County Continuum of Care Membership Meeting  
September 10, 2020 – 9:30am – 11:00am  
Minutes**

**Present:** Mike Aiken, Gwen Alston, Debbie Bailey, Brad Bowers, Tom Campbell, Elizabeth Danley, Alisha Doulen, Debbie Duross, Jessica Eugene, Tameria Fewell, LaShawna Forbes, Lindy Garnette, Tina Gray, Brian Hahne, Annette Harris, Kelly Hedgecock (staff), Steve Hess, Albert Hodges, Donna Hodges, Jackie Hundt, Becky Hunt, Scott Jones, Steve Key, Correen Lee, Gattis Long, Jon Lowder, Heather Magill, Donna McCormick, Brooks Ann McKinney, Michelle McNair, Meghan Miles, Chewan Moore, Jennifer Nichols, Dr. Pamela Palmer, Rachael Pontillo (staff), Shanna Reece, Antonia Monk Richburg, Kecia Robinson, Rhonda Sawyer, Jessica Schultz, Bernita Sims, Kentia Smith (staff), Mark Sumerford, Natalie Ward, Josie Williams, Justin Williams-Blackwell, Myron Wilkins, Leroy Wilson, Thanena Wilson

I. Welcome and Introductions – Dr. Palmer opened the meeting. Everyone was asked to identify themselves and the agency they represented in the Zoom chat.

A. Tribute to Gwen Dale Taylor – Brian Hahne gave a tribute to Gwen Dale Taylor, who passed away on August 23, 2020. Dr. Palmer asked for a moment of silence for Gwen.

II. Review and Approve Minutes – August 13, 2020 Membership and August 21, 2020 Called Board and Membership Meeting were attached to the meeting's communication. Dr. Palmer asked if any edits needed to be made to the minutes. Bernita Sims made a motion to approve both sets of minutes and Scott Jones seconded the motion. The minutes were approved.

A. 2020 meeting dates (via Zoom meeting until further notice) – October 8, November 12, and December 10

III. Collaborative Applicant UPDATE – Brian Hahne

A. COVID-19 Homeless Response Task Force – The COVID-19 Task Force continues to meet weekly as a partnership between shelter staff, PEH staff, and the Guilford County Public Health department. The Task Force had been a helpful and strategic group to work together to address challenges due to the pandemic.

- a. Eviction Prevention Response to Maintain Permanent Housing – There has been a lot of conversation around eviction prevention. The State is in the process of releasing funds around eviction prevention.
- b. Emergency Shelter / Transitional Housing Operation – Winter Strategy Preparation – The focus has been on a winter strategy and trying to prepare for shelter

capacity at 50% this winter. Proposals have been submitted to the County for costs for supplies, staffing, food, cleaning as well as rent and utilities.

- c. Isolation and Quarantine Hotel Site – Last week, fourteen women from West End Ministries were housed at the hotel due to a positive COVID case at Leslie’s House.
- d. COVID-19 Relief Funds
  - i. Justin Williams-Blackwell asked if other funding opportunities were needed as well and asked about the County winter strategy proposal. Brian replied that the proposal was sent from the Task Force group rather than from individual agencies. Dr. Palmer noted that the County set aside funds to be used by CoC organizations for COVID response.

B. System Performance and Evaluation Committee – Thanena Wilson

- a. North Carolina Department of Health and Human Services (NCDHHS) Division of Aging and Adult Services Emergency Solutions Grant (ESG) – A RFA was sent out with the meeting communication email. The fair share for Guilford County is \$276,898.
  - i. Review Timeline – Thanena explained the timeline that was included with the RFA. On Tuesday, September 8, SPEC received letters from CoC member providers with the intent to apply for 5 renewal applications and one new project application. There will be a Called Board meeting on Wednesday, October 7 to review recommended funding decisions to bring to the Membership meeting on Thursday, October 8.
    - 1. Appeal Process – Appeals due to SPEC on October 5. The appeal process was approved in May
  - ii. Scoring Documents – The scorecard was emailed with the meeting email reminder. SPEC worked with consultant Jackie Hundt to develop the scorecard to make sure it is aligned with the application. Thanena explained that performance data will be considered during the funding recommendations. Jackie explained that SPEC will be looking at last year’s application for the renewals and Thanena replied that renewals may submit an amendment or addendum to their applications. Thanena asked Dr. Palmer for Membership to vote for the scorecard as presented. Bernita Sims made a motion to approve the scorecard and Michelle McNair seconded the motion. There were no opposing votes and the scorecard was approved.

C. Annual Review – Dr. Palmer has asked the Governance Committee to identify an evaluation tool to evaluate the Collaborative Applicant. The tool should be precise and in alignment with the MOU expectations. Thanena has reached out to other CoCs to ask about

their evaluation tools and the Governance Committee will develop a timeline by the next Membership meeting.

IV. HMIS UPDATE – Dr. Palmer has appointed Dr. Stephen Sills to chair the HMIS Committee and Justin Williams-Blackwell has agreed to serve as a member.

- A. System Performance Data – Justin gave an update on the Committee. There have been discussions on how to become more data centric. They are strategizing on how to engage local university’s sociology and political science departments. They would like to plan the Point-In-Time Count a year in advance and will be recruiting program level housing counselors to help with the PITC.
- B. Annual Review – Shanna Reece will be working with the HMIS Committee to establish a tool to evaluate HMIS as noted in the MOU.

V. Coordinated Entry Lead UPDATE – Brian Hahne

- A. Committee Report – Shanna Reece shared that the Coordinated Entry marketing materials have been finalized. Shanna worked with Debbie Bailey with a dashboard to track the number of Coordinated Entry phone calls and assessments – there were 55 phone calls and 57 assessments completed in August.
- B. COVID-19 Policies and Procedures Addendum were included with the documentation email in alignment with HUD requirements.
- C. COVID-19 Written Standards Addendum were included with the documentation email in alignment with HUD requirements.
  - a. Dr. Palmer asked for a vote for the Policies and Procedures and Written Standards addendums as recommended by the CE Committee. Shanna made a motion to approve the addendums and Bernita seconded the motion. There was no opposition and the addendums were approved.
- D. Annual Review – Shanna shared that the CoC is responsible for evaluation and will be following with the procedures. Coordinated Entry just started in July, so it is a little early to evaluate.
- E. Lindy Garnette thanked the Coordinated Entry team for the willingness to do the paperwork, providing accurate assessments and using diversion techniques if possible.
- F. Brian asked Josie Williams for an update on the South Pointe Apartment situation. Josie shared that she has been working on next steps on rental and utilities assistance with the COVID-19 impact. There are additional families who will be impacted from the United Youth Care Services situation. Dr. Palmer noted that during the Greensboro City Council work sessions that Councilwoman Sharon Hightower, District 1 Greensboro, has not acknowledged the work of the CoC to assist constituents in her district and Dr. Palmer found the lack of acknowledgement to be problematic.

## VI. Guilford County CoC MOU's

### A. Collaborative Applicant

- a. MOU reviewed and approved by Board on July 22.
- b. MOU reviewed by Membership on August 13 and submitted feedback by August 20. Brian received feedback heard from one member with a minor edit.
- c. Recommendation to Membership – There was a discussion about the timeframe of the current one-year commitment of the MOU. There is a six-month termination clause, as noted in the MOU and the Governance Charter. Dr. Palmer presented the recommendation for the Collaborative Applicant MOU to Membership. Shanna made a motion to approve the MOU and both Scott Jones and Justin Williams-Blackwell seconded the motion. There were no opposing votes and motion was approved.

### B. HMIS

- a. MOU reviewed and approved by Board on July 22
- b. MOU reviewed by Membership on August 13 and submitted feedback by August 20. No feedback was received.
- c. Recommendation to Membership – Dr. Palmer presented the recommendation for the HMIS MOU to Membership. Bernita Sims made a motion to approve the MOU and Lindy Garnette seconded the motion. There were no opposing votes and the motion was approved.

## VII. Guilford County CoC Stronger Together Task Force UPDATE – Dr. Palmer

- A. The Stronger Together Task Force has met twice recently after the public disclosure of the City of Greensboro's intent to separate from the CoC. The Task Force has communicated out to the CoC Membership and Board to watch the Greensboro City Council work sessions.
  - a. As a result, Dr. Palmer and Brian had a conference call with HUD representatives and the City of Greensboro on Friday, September 4. The federal HUD representative, William Snow, provided technical assistance along with education and knowledge around the CoC situation. Guilford County's situation is not unique, but the HUD would prefer that the CoC does not split. HUD can provide mediation and technical assistance, but there were no firm next steps moving forward.
  - b. There was a discussion about the conference call with HUD. Dr. Palmer let the HUD representatives know that the majority of the agencies are in support of a county-wide Guilford CoC. Brian said that the HUD representative discussed the policies and did not get involved with the local politics. Mr. Snow

said that if a CoC wants to split for further autonomy and funding, it is unlikely to happen and is more likely to hurt a community.

- c. Guilford County's leadership has expressed interest in having a more formal conversation with HUD and the CoC. County Commissioner Jeff Phillips has had an email exchange with the Secretary of HUD, Ben Carson, to have further dialogue with this network.
- d. Dr. Palmer has had additional conversations with Greensboro City Council members. Dr. Palmer and Brian were also invited to give a presentation at a High Point Community Development Committee meeting.

B. Dr. Palmer had to leave the Membership meeting due to a prior engagement and Thanena Wilson presided over the rest of the meeting.

#### VIII. Nominating Committee Update – Thanena Wilson

- A. New Board Members – An application for Charolette Leach from Wake Forest Baptist Health will be taken to the CoC Board for approval and then will be voted at the next Membership meeting in October or November.
- B. New Officers and Committee Members – There was a nomination for Brooks Ann McKinney from Cone Health for the Coordinated Entry Committee. Michelle McNair made the motion and Tom Campbell seconded the motion. There was no opposition votes and the motion carried.

#### IX. CoC Committee Reports

- A. Housing Resource Committee – Scott Jones and his team are reaching out to landlords.
- B. Governance Committee – Thanena Wilson
- C. Advocacy and Public Relations Committee – Gattis Long had issues with Zoom and was unable to give a report.
- D. Membership Committee – Bernita Simms – The Membership Committee has received two applications for membership: 1) Eboni Gunn to represent herself and 2) Fresh Start Homeless Initiative (Executive Director Corinth Camp) to add two representatives. Bernita made a motion and Tom Campbell seconded the motion. Scott Jones had a question about the Charter from prohibiting individuals and Thanena Wilson responded that both individuals and organizations can join the Membership. There was no opposition and the motion were carried.
- E. Nominating Committee – Thanena Wilson
- F. Strategic Planning Committee – Thanena Wilson - Consultant Nancy Hunter has completed the work sessions and the Committee will meet tomorrow to finalize the strategic plan. The plan will be presented to Membership by October or November.
- G. HMIS/Data Committee – Dr. Stephen Sills
- H. System Performance and Evaluation Committee – Thanena Wilson
- I. Coordinated Entry – Shanna Reece
- J. Appeals Committee – as Needed
- K. Executive Committee – Pamela Palmer
- L. Youth Committee – Sarah Roethlinger

X. Old Business / New Business

A. Bernita Sim shared that WRLP will have two food giveaways for the next two Saturdays along with other community partners.

XI. 11:00 AM – Adjourn – Thanena asked for a motion to adjourn the meeting. Tom Campbell made a motion to adjourn and Bernita seconded the motion. The meeting was adjourned at 11:17 AM.

**Next CoC Membership Meeting 10/8/20 and CoC Board Meeting 9/16/20 via Zoom**