

Present: Andrea Carey, Suzanne Hitt, Stephani Kilpatrick, Harrison Pierce, Nicole Purdy, Corey Root, Kat Wies

***Action items in bold**

Welcome & Introductions

- Agency updates
 - IFC
 - Ashley Forest has been a good housing option for clients
 - FoodFirst rolling forward, incorporating trauma-informed care into the building design
 - RRH
 - Managing current caseload, hard stop for paying rent but still reaching out to people re: light touch case management
 - DSS
 - LIEAP (Low Income Energy Assistance Program) applications accepted at DSS through March 31 - the sooner the better
 - NCCEH
 - Working on HMIS transition from MCAH to NCCEH, goal is to switch over in early June. Wake has not made a decision yet, but have until March 9 to make a decision.
- OCPEH updates
 - OC Connect 2.0 trainings are available. If you have not already attended in-person trainings, please view the trainings online and complete the steps outlined on this page: <http://thecef.force.com/apex/octraining>
 - The Homeless Hotline phone number in the works – printing business cards to show where people can go with hours + phone number
 - NC Homeless Conference will be April 30-May 1 at the McKimmon Center in Raleigh, registration info to come
 - Carpooling is an option with Corey in the county car!
 - Disability Lunch and Learn series – 2 consecutive Fridays, noon-1pm at IFC Community House, 1315 Martin Luther King Blvd in Chapel Hill.
 - March 2 – disability application & appeals process
 - March 9 – disability criteria

- Homelessness 101 Lunch & Learn, March 14, Chapel Hill Public Library, register online: <https://www.eventbrite.com/e/homelessness-lunch-learn-tickets-42648992284>
- Will have another one on April 12 5:30-7

Point-in-Time/Housing Inventory Count

- Review of 2018 count/improvements for 2019
 - Really enjoyed the group sizes and the count itself
 - Debra thought it was more accurate than the past two years because of the weather
 - Graphic re: the service count was super helpful
 - Service Count at Community Kitchen can be improved for 2019
 - Where are the forms located? Who should have the forms to distribute?
 - Have people at Cybrary earlier in the day
 - Service count training – how to improve?
 - Wake had a visual guide to remind volunteers and clients, **Corey will email Vanessa to get this graphic**
- Preliminary numbers
 - 47 surveys, go back through and look at living situations
- PIT forms due for sheltered count 2/21

NCCEH Data Center Staff Update

- MICA doing Coordinated Entry Webinars in early March. Sent out the new policies and procedures.

Written Standards & Coordinated Entry Policies & Procedures

Ultimate goal is to have two separate documents – Coordinated Entry Policies and Procedures and Written Standards – but there is so much content overlap that they are combined for now

Wrap Up & Other Business

Next meeting: March 19