



Leadership Team Meeting Minutes
Wednesday November 2, 2016, 5:30-7:00 p.m.
Chapel Hill-Carrboro Chamber of Commerce, 104 S Estes Dr, Chapel Hill

Present: Nancy Coston, Allison De Marco, Caitlin Fenhagen, Kathleen Ferguson, Al Green, Kristin Lavergne, Damon Seils; Kristen Smith; Diiv Sternman; Charlotte Stewart, Jerry Villemain

Leadership Team Members Absent: Natasha Adams, Mark Dorosin; Sally Greene; Alicia Jones, Barbara Jessie-Black; Jeff Neiman; Annetta Streater

Welcome & introductions (5:30-5:55)

- Approve minutes from [Aug. 3](#), [Aug. 25](#), [Sept. 7](#) & [Oct. 5](#)
 - A motion was made to approve minutes, amending Oct. 5 minutes to correct spelling of Kristen Smith's name and correct name of 1789 Ventures lab [Seils, Ferguson]. All in favor, none opposed.
- Action items from October
 - Quick update
 - SOAR caseworker – 72 apps received, 52 referred to DSS; staff looking to do interviews this week
 - On this agenda
 - Board development contacts
 - Project Connect
 - OCEPH Affordable Housing Bond endorsement
- Sharing /agency updates
 - IFC
 - Started Executive Director search, using Moss & Ross search firm
 - Nov. 3 the Food First concept plan is going before Carrboro Joint Advisory Board
 - Orange County DSS
 - Increase on food nutrition grant from \$200,000 to \$500,000
 - Stronger relationship with Durham Tech – there is now a navigator + liaison at DSS
 - Possibility to pay 50% for participant expenses to attend school (childcare, etc.)
 - Sports Endeavors having a hiring event in Hillsborough
 - Damon and Nancy will follow up re: public transportation options – there could be some low-cost solutions
 - Could also be an option for PEH – DSS will do some research on these options
 - Workforce Development gathering
 - Presented preliminary info from employer survey
 - State info re: skills gaps
 - DSS gave update on JobLink and job fairs
 - CEF
 - Working on housing bond advocacy
- OCEPH updates
 - Systems mapping update – still looking to wrap up process by end of 2016
 - 2 outputs of this process
 - Map of system
 - All programs operating in Orange County
 - Populations served
 - Program eligibility

- Referral networks mapped and potentially made more efficient
- Systems gaps analysis
 - Description of programs
 - Program components
 - Cost of program operations
- 2017 Orange County Plan to End Homelessness update
 - Proposed process and timeline
 - **Corey to develop framework that aligns with Opening Doors, the federal strategic plan to end homelessness, present for feedback at December meeting**
 - Cross reference with Orange County Affordable Housing Strategic Plan
 - Plan to End Homelessness update work to talk place in February 2017 with Orange County Health Director (and trained facilitator/strategic planning expert) Colleen Bridger
- Racial Equity workshop attendance
 - January workshop is already full, let Allison know if you have questions
 - There is a mini-workshop in Durham in November, Allison will send info on this
- ESG application update
 - Staff submitted application to NC DHHS on Oct. 21, \$58,927 total funding
 - \$35,356, IFC, emergency shelter
 - \$23,571, DSS, rapid re-housing
- Point-in-Time (PIT) count
 - Wed. January 25, 2017
 - **Corey will send information on PIT Training this month**
- Homeless orientation
 - Wed. 11/9. 6-7:30 at 1789 Ventures Lab on Franklin St
 - More info and registration: <http://www.eventbrite.com/e/homelessness-orientation-tickets-27934590111>
 - **Corey will talk with The People's Channel about filming orientation in their studio for broadcast/web posting**
- OCPEH meeting time and place for 2017
 - First Wednesdays, 5:30 – 7pm
 - Change meeting time to 6-7:30 pm to start in January
 - Location: Chapel Hill-Carrboro Chamber of Commerce meeting room
 - Make a call-in option available upon request – Corey will add this to the Leadership Team meeting agendas

Leadership Team Board Development Update (5:55-6:25)

- Corey sent the Leadership Team the names of the applicants for the 2017 Leadership Team
- Leadership Team reviewed current members of Leadership Team and Board Development Committee recommendations for Chair, Vice Chair, and new members for the 2017 Leadership Team
 - If have people on the board who don't have a background in housing and homelessness, staff need to be prepared to support those folks
 - If get towards the upper limit of number of people available to be on the board – can have up to 25 members - there could be people serving who would prefer to roll off of serving on the board and return for presentations

- A motion was made to approve recommended slate for 2017 OCPEH Leadership Team [Seils, Smith]. All in favor, none opposed
- A motion was made to approve Allison De Marco as Chair and Charlotte Stewart as Vice Chair of the 2017 OCPEH Leadership Team [Smith, Seils]. All in favor, none opposed.
- All Leadership Team members are encouraged to follow up with Charlotte if they would like to discuss diversity or any other aspects of board development privately. For future board development work:
 - **Corey will contact Carrboro Town Clerk for more info on new youth advisory board in Carrboro**
 - **Kathleen will reach out to Susan Levy at Habitat**
 - It would be good to look for someone representing Hispanic/Latinx community

Project Connect Update (6:25-6:35)

- 205 guests received services at Project Connect on Oct. 27.
 - Possible to add question on intake – new or repeat visitor?
 - This could affect what services are offered - more important to offer dental for example each year
 - More than 50% decrease in people who have children participating – look more into this
 - 25-30% of guests are in stable housing – speaks to gap as folks are settling into permanent housing
 - Possible to fill gaps in a more ongoing basis? Not just at an annual event; work out discounts, etc.
 - Still not tapping into Spanish-speaking population– look at particular outreach for this community for next event
 - Different service offered in a different way
 - Could look at Spanish-speaking faith community
 - St. Thomas More, Fairview in Hillsborough
 - Trust factor could be large – literature about event can speak to this specifically: will not check documentation, will have Spanish-speaking folks available, will not affect eligibility for other services
 - DSS and IFC are also seeing drops in Spanish-speaking folks
 - DSS toy giveaway can be a good time for outreach

Affordable Housing Bond Initiative (6:35 – 6:45)

- The OCPEH Leadership Team voted by email to endorse the \$5 million Orange County Affordable Housing bond on the ballot this November. Recommendation from *The Indy* to vote NO on the bond has advocates worried that the measure will not pass. OCPEH submitted a letter to *The Indy* protesting the lack of endorsement. Leadership Team members brainstormed ideas for personal and professional advocacy.
 - CEF has been doing a lot of advocacy, including being at the polls; **Allison will send out electronic sign-up for poll-tending**
 - **Kristin will send out electronic communications that Leadership Team members can forward to personal networks.** She also passed out palm cards, contact her for yard signs.
 - County education website: www.ocbond.org
 - Advocacy website: www.voteforkidsandfamilies.org



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OCPEH Bylaws Update Committee (6:45 – 6:55)

- Staff recommends that the Leadership Team form a committee to update OCPEH bylaws for clarity and consistency and to ensure compliance with HUD directives and priorities. HUD requires CoC to update governance charters at least annually; the last update was June 1, 2016.
- Volunteers for the committee: Charlotte Stewart, Kristen Smith. **Corey will email Natasha Adams to see if she can be available to serve on this group also.**

Next Meeting: Wed. December 7, 2016, 5:30 – 7:00 pm