

Present: Andrea Carey, Suzanne Hitt, Stephani Kilpatrick, Rex Mercer, Corey Root, Molly Rowe, Debra Vestal

**\*Action items in bold**

Welcome & Introductions

- Agency updates
  - DSS –
    - Giving out turkeys and meals – call DSS to get on waiting list
    - Collecting items for Toys for Tots, will be 12/16-17, letters have already gone out to families, serve about 900 families
      - Orange County Schools will have exhibit called Hidden in Plain Sight to educate parents about drug paraphilia and alcohol, plus suicide prevention
  - IFC –
    - Turkeys (and fixings) being given out now, have to have used the IFC pantry in the past 2 years
    - Staff are looking at options for lowering barriers and becoming more housing-focused
  - OCPEH –
    - Point-in-Time count will be Wednesday January 24
      - PIT Planning Committee will start
      - Corey will touch base with Kristen and Bill re: service count
      - DSS – depends on how people present
        - If need rent/deposit
        - RRH – goes
        - EA – Elizabeth and Louise; if housing – Shanika
        - **Suzanne will ask**
        - **Corey will get in touch with Nancy to see options**
    - Trauma Informed Care training and Conflict Resolution Part 2 training will both be in January – registration coming soon
    - Next steps for Trauma Informed Care training - we are asking all the agencies who attended the training to form a team to keep this work going. **Please fill out this form with your agency's team contact information by December 15, 2017: <https://goo.gl/forms/ETIArdz2bazSqCMY2>**
      - Ideally the team would be 3-5 people (if your team needs to be smaller, no problem) and consist of executive level staff, program level staff, front line staff, and client(s). We will ask teams to:

- Identify the changes your agency or program would need to make to be more trauma-informed
- Implement at least one trauma-informed change
- Attend our next half-day training on January 17, 12:30 pm – 4:30 pm
- Begin to think about what we need to have a trauma-informed homeless service system
- Team members and others are welcome to join the follow up consultation calls (different content for each call): Monday, December 4<sup>th</sup> @ 2:30-3:30, Wednesday, December 20<sup>th</sup> @ 12-1, Thursday, January 11<sup>th</sup> @ 12-1, Tuesday, January 30<sup>th</sup> @ 12-1
- Possible to bridge gap between medical services and case management type services? Connecting with medical providers very key

#### 2018 Meeting Schedule Logistics

- Standing day/time – later meeting time?
- Location will stay at SHSC
- Monthly, third Monday, 3:30-5 pm

#### ESG Application Update

- ESG application submitted to the NC Dept. of Health & Human Services on October 30, find full grant materials on OCPEH website:
  - [ocpehnc.com/emergency-solutions-grant](http://ocpehnc.com/emergency-solutions-grant)
  - Shelter operations           \$35,782
  - Rapid re-housing           \$23,854

#### Updates from HMIS Governance Committee meeting

- Durham and Balance of State CoCs are leaving statewide system
- Orange is evaluating options for staying or going
- A change would mean no big changes right away, NCCEH would remain LSA, would take on the HMIS Lead role
- After transition away from MCAH, would evaluate other software options
  - If we change software, need to make sure is a good option for the long run
- Most important thing is good tech support
- What losing – the dream of statewide data in one system
  - Would still be able to dump data together for analysis
  - Currently are not able to do this in system because of visibility issues



## Data & Grants Workgroup – Meeting Notes

Mon. November 20, 2017, 1:00-2:30 pm

Southern Human Services Center, Room D, Chapel Hill

- For DSS – don't need to enter other-than HMIS
- Trainings need work
- The goal – easy to use, clear instructions

### NCCEH Data Center Staff Update

- AHAR draft data submitted October 30, overall deadline December 5, this work is nearing an end
- Many recent issues with Mediware reports, they are working on these
  - Children under 1 flagged as errors
- 5 year cap for ART reports – several crashes recently because we have so much data; now reports will only pull in data
  - If enter info today and backdate, it will be incorporated
- Entry/exit fonts will all be in black starting January 1, 2018 (not red for some)
- CAPER report email from Kim – HUD has implemented a new process, will be for Jan 1 – Dec 31 2017 data, due Feb. 15
  - Agency Admins will run reports, check data quality with NCCEH staff, and upload data in Sage
  - There will also be an easy to read report also available
  - NCCEH will be in touch about next steps
  - Kim will ask for quarterly reports in addition
- Helpdesk will be closed November 23-24 for Thanksgiving, please re-set all passwords by Wednesday

### Written Standards & Coordinated Entry Policies & Procedures

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### Wrap Up & Other Business

Next meeting: Monday December 18, 1-2:30 p.m.