



Leadership Team Meeting Minutes
Wed. October 4, 2017, 6-7:30 p.m.
Chapel Hill-Carrboro Chamber of Commerce, 104 S Estes Dr, Chapel Hill

Attendance: Nancy Coston, Allison DeMarco, Caitlin Fenhagen, Sarah Furman, Jackie Jenks, Rashaunda Lanier-Jackson, Samantha Owusu, Ashley Rawlinson, Corey Root, Damon Seils, Diiv Sternman, Charlotte Stewart, Kristen Smith Young

Minutes

- A motion was made to approve the August 2017 Leadership Team meeting minutes [Smith, Stewart]. All in favor, none opposed.
- September Leadership Team minutes will be considered at November meeting

Sharing /agency updates

- The PeeWee Homes project is having an open house October 13, 4:40-6:30 on Craig St in Northside
- CASA is increasing the number of affordable housing units in the plan for the Merritt Mill Road project, presenting revised plan to Carrboro Advisory Board Members 10/5, 7:30 PM

Leadership Team individual actions update

- Sarah, Cait, and Nancy - Attended Racial Equity Institute training and highly recommend it

OCPEH updates

- The Coordinator organized a meeting on Sept. 30 to engage people with lived experience of homelessness in OCPEH work . She shared info about the Partnership and got feedback from attendees about how people interested in getting involved with our work. Six people attended and four expressed interested in participating on the Leadership Team and planning for the Point-in-Time count and Project Connect.
- Rapid Re-Housing case manager, Kat Wies, started Sept. 11, she will be working until Dec. 31
- PIT Planning Committee will start work this Fall - **Corey will send out an email with information about serving on this Committee**
- Coordinated entry will have a “soft launch” November 1, the goal is to streamline how people access services and how service providers assess, refer, and prioritize clients for limited resources. The Coordinator will provide more info in coming months
- Commissioner Marcopolis asked County staff to research options for a homeless Street Outreach program – the Coordinator is organizing a meeting with interested parties and will provide updates
- There is continued interest in creating a Risk Mitigation fund to encourage landlords to work with Section 8 and homeless program vouchers. The Coordinator created a one-page More Info sheet, **will send this to Allison DeMarco**
- Upcoming OCPEH Events
 - Project Connect coming up October 19 – **please connect with Rashaunda if your agency is not already signed up; also please post flyers and spread the word about Project Connect with anyone you know that is homeless or experiencing homelessness and about donation and volunteer opportunities.** Flyers available, if you need more contact Rashaunda or Corey.
 - Project Connect Volunteer Sign Up:
<https://m.signupgenius.com/#!/showSignUp/508054faca722a2f49-project>

- Project Connect Donation sign up:
<https://docs.google.com/forms/d/e/1FAIpQLSdoIOmGSHAFTo9DcbOs7rWCesNhSjKouE8u3i3x1OpdQjMqBg/viewform>
- Training on Trauma-informed Care – full day info session will be Nov. 1 and Nov. 9; half day check-in/next steps to discuss progress made at agency level + system-level issues will be Jan. 17, 2018; The training will provide information about what happens in the brain when trauma occurs and why understanding trauma is important when serving people experiencing homelessness. The trainers are from the Center for Child and Family Health. 35 people can attend each session and all staff levels are invited, including Leadership Team members.
- The Coordinator is working to schedule a follow up training on Conflict Resolution to offer more practice for anyone who attended the earlier training
- NC Affordable Housing Conference will be October 25-26, Raleigh:
nchousingconference.com/registration-fees.html

OCPEH Leadership Team Meeting Schedule

The Chapel Hill Town Council changed their meeting dates to Wednesday, conflicting with the Partnership standing meeting time of the first Wednesday night. Based on the results of the Google Date Poll, the Third Monday would be a different option that would work for many Leadership Team members, but not all. Given that the Town of Chapel Hill has not made a final decision on the Wednesday meeting schedule, the Leadership Team will continue to meet on the first Wednesday of the month through December 2017. The Leadership Team will revisit the standing meeting day in January 2018.

OCPEH Sponsorship

The Partnership has been asked to co-sponsor a racial equity Groundwater Workshop, presented by the Racial Equity Institute. OCPEH will not sponsor as an entity, but will spread the word to partner agencies for their involvement.

- **The Coordinator will prepare language around sponsorship and endorsements to be included in the bylaws/Governance Charter revisions**, coming for Leadership Team review in November for feedback. The goal is to incorporate Leadership Team feedback into a final version of Governance Charter to be approved at the December Leadership Team meeting.

Leadership Team Board Development

The Leadership Team application was approved in September, sent to stakeholders. The Coordinator will forward a link to the application with language about applying to the Leadership Team. The Leadership Team currently has 18 members, per bylaws can have up to 25 members.

Leadership Team members brainstormed potential members to fill HUD-recommended categories either not currently represented or under-represented on the Leadership Team.

- Human Trafficking Representative: **Corey will reach out to Project No Rest at the School of Social Work, also Margaret Henderson at the School of Government**
- People with Lived Experience of Homeless: **Corey will send info to attendees of Sept. 30 meeting**
- Substance Abuse Services: **Diiv and Cait will reach out to contacts at Freedom House**
- Youth Advocates (HUD defines youth up to age 24)

- School Administrators/Homeless Liaisons: **Corey will send to Homeless Education Liaisons for both districts;** Guardian Ad Litem are another potential source
- LGBT Service Organizations: **Corey will contact the LGBT youth-focused organization and check with UNC LGBT Program**

The Coordinator will continue to work on more robust on-boarding materials and practices for new Leadership Team members, recognizing that this work can be highly technical and nuanced. One suggestion is having a “buddy system” of old and new Leadership Team members.

Leadership Team members also noted that there are barriers to getting involved in our work, namely transportation, childcare, and meeting during mealtimes without providing food. The Coordinator noted that CoC Planning funds can be used to compensate board members with lived experience of homelessness – **she will incorporate some compensation policy options into proposed changes to the bylaws/Governance Charter for review at the November Leadership Team meeting.**

Another considerations for 2018 board development: both Chair and Vice Chair have expiring 3rd term positions in December; the Chair and Vice Chair might reach out to members to gauge interest in a new Vice Chair for 2018 to assist with smooth transition

The Board Development Committee will prepare a proposed slate of Leadership Team members for review at the November Leadership Team meeting.

CoC & ESG Grant Updates

The CoC grant was submitted to HUD on Sept 28 for \$696,198 in local homeless service funding. The Emergency Solutions Grant (ESG) Request for Application process began in September; all materials are due to the State ESG Office by October 30. The Coordinator presented the draft ESG Scorecard, based on the NC Coalition to End Homelessness ESG Scorecard.

- A motion was made to approve the proposed ESG Scorecard changing percentage totals on question 5.7 and deleting the bonus section [Sternman, Smith]. All in favor, none opposed, Costen and Jenks abstained.

The Coordinator called for volunteers for ESG Project Review Committee, the group to score project applications and formulate a funding recommendation for Leadership Team review.

- Volunteers: Diiv, Sam, and Corey; **Corey will send more info and next steps to Committee members**
- **There will be a Leadership Team vote by email on the ESG funding recommendation the week of October 23.**