



Leadership Team Meeting Minutes

October 21, 2024 6:00-8pm

Chamber for a Greater Chapel Hill Carrboro and [Teams](#)

6:00 - 6:10 Opening and Updates (Chair)

Blake Rosser, Terri Buckner, Rachel Valentine, Everett McElveen, Caitlin Fenhagen, Phyllis Portie Ascot, Karen Stegman, Donna Carrington, Catherine Fray, Tim Daaleman, Jessica Aldave', Anne-Marie Vanaman (Guest), Jackie Jenks (Guest), Alex Rubenstein (Staff), Kat Wies (Staff), Danielle Butler (Staff)

6:10 – 6:20 Role Call and Approval of Minutes

June Minutes, August Minutes, September Minutes,
Motion Commissioner Ascot, second Councilperson Stegman - unanimous vote

6:20 – 6:30 HMIS Advisory Committee

HMIS Advisory Board - HMIS@NCCEH is a collaborative partnership between three North Carolina Continuums of Care (CoCs) – City of Durham/Durham County CoC, North Carolina Balance of State CoC, and Chapel Hill/Orange County CoC with the North Carolina Coalition to End Homelessness serving as the designated HMIS Lead. The HMIS Advisory Board, with representatives from the three CoCs, HMIS Lead, end-users, and statewide and regional partners, serves as the governing board of HMIS@NCCEH and provides oversight to the regional implementation.
Motion McElveen, second Commissioner Ascot - all in favor

6:30 – 6:50 HUD CoC Program Funding Competition*

Housing Department Grants Coordinator Alex Rubenstein presented on Performance Review Committees Recommendations and tiering. A question on what all the types of funding include in terms of OC applying for all of the DV, RRH and a PSH bonus, clarifying that IFC were recommended to be graded all that they requested. Staff clarified that there were no other applicants for the DV Project or DV Bonus or PSH Bonus. Staff further described the urgency to apply for the full amount in to maintain and grow our Annual Renewal Demand (ARD) amounts. Member made a point about being given more details ahead of the competition including a review of the Project Review Scorecard would help this Leadership Team assess program proposals more thoroughly. Staff clarified that we anticipate both tiers being fully funded. Staff agrees with member that notification of scores and tiering ahead of leadership voting would be helpful. Staff described her experience with neighboring communities and the options for tiering in the future, also that these processes will be outlined in written procedures. Clarification is noted that the recommendation of the PRC do not necessarily need to be approved without changes. Member asks about how it came about that a program with clients such as PSH are prioritized below a new project like the Bonus PSH project with no current clients? Staff clarify that the PRC has no current named strategy beyond proposal scoring based upon the scorecard. Scores for IFC were challenged in the area of data and utilization. Member asks another way about prioritizing projects that are currently operating into Tier 1 and bonus projects into Tier 2. Member asks for clarification on the areas of scoring that caused PSH project to be ranked in Tier 2. Staff describes how future adaptations that can be made to the scorecard for partial scoring and how that may have helped the PSH application. Staff went on to review the PSH

project scorecard and show the areas where points were missed and how the project arrived at the lower score. Another member described his feeling that certain HUD data points wont change and adjusting the score card may not help. Member suggests following a principle known by her that when we notice a process needs fixing that we ask the right folks to make the fixes in a reasonable amount of time and that in the meantime we reduce harm or risk. From there suggestion is made to utilize tier swapping between programs. Staff helps inform what a HUD process for adjustment is required if the group decides to vote to adjust the PRC recommended prioritization. Staff asks if the group would like to view a neighboring CoC's scorecard – all said “yes” and staff proceeded to show an optional format with an offer to bring this to future meeting.

Motion by Councilperson Fray, to approve PRC recommendations with the exception of a tier swap between PSH and Bonus PSH , second Councilperson Stegman – all in favor

6:50 – 7:20 2025 Leadership Team

- Review Current Roster
 - Vacancies
 - 3 Expiring Terms
 - 2 members can renew
 - 1 member completing 3rd Term
 - Potential need for recruitment

Staff presented the current Leadership Team Roster showing 3 seats with one needing to be assessed for timing out. Outreach will begin for the positions.

- Member requested an update on Governance structure. Staff described the plan being placed on hold until Winter with the new structure to be delivered and approved prior to end of fiscal year.

- Official Nomination/Election of new OCPEH Chair

Member describes her sense of the prior years and the flow of members escalating to OCPEH Chair and how to move forward with the stated goal of prioritizing of leaders with lived experience. Member offers a discussion point on Carrington as Chair. Donna describes that she is “Ready”. Motion proceeded.

Motion by Councilperson Stegman – second McElveen – all in favor

7:20 – 7:45 System Updates (OCPEH staff / members)

- Cold-Weather Cots update University Baptist is being generous with their space and hiring. Member asks if there are restrictions to have CWC in Northern Orange. Staff describes that “No” there are no restrictions and that current conversations with Northern Orange faith leaders are targeting next Winter following this Winter’s offering at a house of faith in Chapel Hill.
- HUD Technical Assistance – a request was responded to that OCPEH has been approved for technical assistance and having experts on tap from Apt Data
- Grant Updates
 - ESG Grant Awards – IFC Shelter and OC RRH grant proposals are approved and currently awaiting contacts for next year and should be in place by Winter
 - CoC Builds – working on this application and looking for county owned land to help inform amounts that the CoC Builds grant will include in terms of building and rental support.

7:45

Wrap Up and Adjourn Motion by Councilperson Fray – second Carrington