



**NC 506 CONTINUUM OF CARE BOARD**  
**BI-MONTHLY (every 2 months) MEETING**  
**AGENDA**

**\*\*\*Vote Required**

**<sup>x</sup> Denotes Conflict of Interest Present**

Wednesday, January 20<sup>th</sup>, 2020  
9am-11am

- I. Welcome & Introductions/Attendance (*Meg McBride*)
- II. **\*\*\***Approve November Meeting Minutes (*All*)
- III. Wilmington Housing Finance and Development: Driftwood (*All*)
- IV. Eden Village (*All*)
- V. New 10-Year Plan to End Homelessness (*Thom Moton*)
- VI. **<sup>x</sup> \*\*\***Approve ESG-CV Round 2 Ranking Committee Recommendations (*Sarah Arthur*)
- VII. **\*\*\***Opting out of Back at Home Model (*Maegan Zielinski & Kyle Abrams*)
- VIII. By-Law Updates (*Noel Fox/Allen Serkin*)
- IX. Public Comments from Public Attendees
- X. Adjournment

*Next COC Board Meeting*  
March 25<sup>th</sup> 12pm-2pm

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**2021 Schedule**  
**4<sup>th</sup> Thursday Bi-Monthly**  
**12:00-2:00pm**

January 20<sup>th</sup>  
March 25<sup>th</sup>  
May 27<sup>th</sup>  
July 22<sup>nd</sup>  
September 23<sup>rd</sup>  
October 28<sup>th</sup>



## **NC 506 Continuum of Care Bi-Monthly Board Meeting**

**November 19, 2020**

**Held virtually due to COVID-19**

**Recording is available here:**

<https://transcripts.gotomeeting.com/#/s/33f5e0aea9f7ac34c61e368bcd5ceod4f339bb23ac17ddac6b5fa9834ec342e1>

### **I. Welcome and Introductions/Attendance**

The meeting was called to order by Madam Chair Meg McBride. Attendance was taken by Maegan Zielinski.

### **II. September Meeting Minutes**

Madam Chair noted that during the October meeting, Mark Craddock motioned to approve the amended September minutes and Lee Anna Stoker seconded the motion, however a vote was not taken. Madam Chair called for a vote and the motion was approved.

### **III. October Meeting minutes were reviewed**

1. Motion to approve by: Mark Craddock
2. Second by: Tufanna Bradley
3. Vote was taken and motion approved.

Anne Best requested that in reference to the October Budget presentation, it be noted on record that Family Promise did not choose to turn down \$60,000 in funds, but in the funds they decided not to apply for, only about \$12,000 would have been designated for shelter programs and utilities and the rest would have been for Rapid Rehousing.

### **IV. Coc Board Presentation**

- Maegan Zielinski introduced Nora Lally who provides technical assistance for HUD and is the SNAPS Regional TA Lead for NC-506. The slides from this presentation will be made available alongside the meeting minutes via email. Ms. Lally gave a presentation reviewing
  - CoC Responsibilities
  - Healthy CoC Board roles, practices and characteristics
  - Monitoring procedures, different options for creating various monitoring structures and why monitoring is important.
  - HUD requirements and expectations

Discussion was held regarding the importance of having robust representation of people who are experiencing or have experienced homelessness on the CoC Board. It was pointed out that the meeting times and culture might need to shift to be more accessible to someone who fits that criteria. There are two seats remaining that could be filled with someone who fits this criteria and the Board was charged to be thinking about appropriate candidates for future discussions.



## V. Monitoring Committee

### Requests

- A. Request that the Structure Committee meet and add a paragraph into the bylaws that defines the Monitoring Committee and their role.
- B. Request that the Structure Committee form an Executive Committee within the board to serve as needed for certain types of decisions needing to be made that are more private or time sensitive in nature. Examples are need for disciplinary action or emergent disaster response.

The Monitoring Committee will submit these requests in writing to the Structure Committee before their next meeting. Discussion was held about who could serve on the Executive Committee and several board members voiced their affirmation of the idea of forming an Executive Committee and using the established Board Officers to serve in that capacity. Allen Serkin reported that the lawyer plans to review by-laws and provide recommendations by the January Board meeting and requested that any recommendations related to the above requests be submitted as soon as possible so the lawyer can review them.

## VI. Review of Short and Long-Term Goals for the Board

Maegan Zielinski reviewed the goals identified at the October meeting.

### A. Short Term

1. Updates and edits to By-Laws/Governance are in progress
2. Monitoring Committee schedule/monitoring to occur are in progress
3. Scorecard edits/adjustments by Ranking Committee need to schedule
4. Select speakers/presenters for Tri-HIC meetings.
  - a) January presenter- Coastal Horizons
  - b) Leslie Smiley recommended NHC Resiliency Task Force (Mebane Boyd is the contact)
  - c) Sarah Arthur offered to present on Health and Homelessness
  - d) Panel discussion on chosen topic
  - e) Other recommendations can be emailed to [Maegan Zielinski](#)

### B. Long Term

1. Increase COC funding to retain staff (assessor/HMIS administrator)
2. Increase department funding for creative initiatives in progress, working with CoW on data reports
3. Using data to drive and fund grant decision making
4. Build in an advocacy component to the work of the board.
  - a) Update on Housing Survey- Focus is collecting data to best determine what housing supply is in the different income levels.

## VII. City of Wilmington's Public Comment/Action Plan

Discussed CoC Board crafting a collective statement of response to offer by November 30th. Madam Chair called for volunteers to put together a statement and share via email with the Board to approve. Sarah Arthur, Maegan Zielinski, Mark Craddock and Meg McBride will work to collectively draft the statement.



**VIII. 2021 Point In Time Logistics**

Maegan Zielinski presented an overview of the plan for 2021 PIT logistics. Ms. Zielinski recommended using a printed Program Census Report as a foundation for the count and is working with HUD to ensure the data will align. Discussion was held about what the start date should be to get the most robust count and how to best include the victim services community. Ms. Zielinski will report back what the SNAPS office says about the recommended plan. First Fruit Ministries requested additional volunteer support for the count, particularly the evening of January 27th starting at 3 pm. Sarah Arthur offered 9 social work interns to help.

**IX. Public Comments from Public Attendees- no public comments**

**X. Adjournment**

- A. Motion to adjourn by: Tommy Taylor
- B. Second by: Mark Craddock
- C. Vote was taken and the meeting was adjourned.

**Next COC Board Meeting: Thursday, January 28th 12-2pm**

*Minutes respectfully submitted by*