

Meeting Minutes NC 506 Continuum of Care Bi-Monthly Board Meeting
DRAFT for Approval

July 22, 2021

12pm-2pm

Held virtually due to COVID-19

Recording Link: <https://capefearcog.org/continuum-of-care/>

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

- I. Meeting was Called to order by Michele Bennett, Chair who made opening comments. Board requires active participation and includes regular attendance.

In Attendance:

Judy Herring, Michele Bennett, Meg McBride, Katrina Redmon, Anne Best, Tufanna Bradley, Maegan Zielinski, Kyle Abrams, Leslie Smiley, Rebecca McSwain, Lee Anna Stoker, Dawn Ferrer, Brian Fike, Thom Moton & Tommy Taylor. Allen Serkin & Joseph Byrnes were on the call for clarification.

Not in Attendance:

Excused: Sarah Arthur, David Stanley

Unexcused: Sara Rusher, Gloria Garton

II. **Meeting Minute Approval**

- A. **May Meeting Minutes were Approved** with changes. Leslie Smiley motioned to approve the minutes with changes. Anne Best seconded the motion and the minutes were approved.
- B. **July 2021 Special Meeting Meeting Minutes were Approved** with changes. Thom Moton motioned to approve the minutes with changes. Katrina Redmon seconded the motion and the minutes were approved.

III. **Committee Updates**

a. Ranking Committee - Leslie Smiley discussed the committee's work with Homebase on updating the NOFA Application. Committee reviewed the final draft copy created by Homebase. Homebase has agreed to get back together with the Ranking Committee. Details were added to the scorecard to reflect local priorities. Judy will recommend to the Ranking Committee to improve the scoring of ESG applications, which also need to be reviewed. Judy has emailed some things for the committee to look at. Clarification was offered by Maegan Zielinski that Homebase was hired to bring efficiency to a score card that more clearly reflected our communities interests.

b. Monitoring Committee - Meg McBride. The committee needs to meet to discuss grievances, discuss local monitoring implementation and meet with Judy to get her up to speed.

c. Brunswick Homeless Task Force - Judy Herring. The committee operating on their own and Judy is trying to get them in membership with Tri-Hic. Working to support David Stanley's work in Brunswick County.

IV. ESG RFA - Judy Herring. ESG score card needs to be reviewed. See above. Task falls under Ranking Committee work.

V. RFP Discussion: Suggestion was made by Judy Herring to repost solicitation. Only two proposals were received. A *minimum of three* is needed to avoid reposting.

Funding commitments – A not-to-exceed budget needs to be established and we need funding to be committed in order to move forward.

ACTION item: RFP needs to be reposted with a *not to exceed budget*. Recommend other funding sources that can help pay for the RFP. Leslie Smiley suggested CARE Act funds and Tufanna Bradley commented that she didn't think it would meet our financial requirements. (see Cape Fear Collective website for details). Maegan Zielinski mentioned that the city/county offered some funds. Judy Herring clarified that City of Wilmington proposed covering a portion of the cost, but it won't be enough. Tufanna Bradley commented that since the CoC already receives funds from two other county sources, this would be a third funding source. Judy Herring suggested that funds perhaps be solicited from Pender/Brunswick Counties. The total estimated cost of the project is about \$75,000. Without a not to exceed budget in the RFP, some respondents were not willing to put in a bid. The CoC Board needs to be active in soliciting funds to support this project. No timeline to this proposal. Action step for Board members: consider and solicit other funding sources.

VI. Emergency Housing Voucher Program Update - Judy Herring reported that 23 Families have been referred and six (6) are ready for a briefing to receive a voucher. Katrina Redmon/Housing Authority has requested ten (10) additional vouchers.

VII. Committee Leadership - Michele Benett will appointment committee leaders. Anyone interested should contact her. Committee members don't have to be on the Board but have to be Tri-Hic members.

IX. New Business - None

X. Public Comments from Public Attendees - None

XI. Motion to Adjourn was made by Lee Anna Stoker. Tufanna Bradley seconded the motion. Meeting was adjourned by the Chair.

Next COC Board Meeting
September 23rd 12pm-2pm

Minutes respectfully submitted by:

A handwritten signature in cursive script that reads "Meg McBride". The signature is written in a light grey or blue ink.

Meg McBride
8.5.21