



Blue Ridge Continuum of Care

Meeting Minutes

Tuesday, September 19, 2017

ATTENDANCE	-	Aaron Fallon	-	Jo Nelson	P	Matt Crookshank
P = Present	-	Aaron Dowdy	-	Karen Mason	-	Marie Muddiman
- = Absent	P	Brenda Thornton	-	Karen Michalski-Karney	-	Captain Monica Seiler
	P	Ben Bristoll	-	Karen McNally	-	Patrick Critzer
	P	Carol Tuning	-	Kathleen Beverage	-	Sarah Parrott
	-	Cheryl Likens	P	Kim Gembala	-	Shannon Bardales
	-	Chris Campbell	P	Kristen Moses	P	Tamy Mann
	P	Dan Merenda	P	Kristin Adkins	-	Tanyia Jones
	-	Debbie Sawyer	P	Leslie Leedy	P	Tracy Kochel
	-	Emily Jewett	-	Lisha McCargo	-	Susan Trout
	P	Jeanne McCormak				
GUESTS	P	Thomas Horn	P	Kelli Mundy		

- **Welcome and introductions – Carol Tuning**
 - Introductions by those in attendance.

- **CoC Application Review – Carol Tuning, Matt Crookshank, Dan Merenda**
 - The planning committee developed the draft application and distributed via email for review in today’s meeting.
 - Matt Crookshank and Carol Tuning reviewed each section of the application and asked for comments.
 - There has not been a Discharge Planning Forum in three years, and the group will need to get together soon to standardize discharge policies. Dan Merenda stated any suggestions regarding discharge policies would be appreciated.
 - Brenda Thornton reviewed the ranking process for the application and that most of the requested data was from program outcomes.
 - The application will be submitted Friday morning, September 22 so if anyone has changes or comments, please send them to Carol Tuning.

- **Draft Coordinated Entry Policy and Procedures – Dan Merenda**
 - Effective January 2018, HUD will require communities to have a Coordinated Entry Policy and Procedure in place. A group in North Carolina has also contacted Carol Tuning about how we market our Coordinated Entry Policy and Procedures and how the manual was pulled together. A conference call will be scheduled for a later date.
 - Carol Tuning informed the group that HUD wants a copy of our Coordinated Entry Policy and Procedures because they are impressed with the work being done in Roanoke.



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- Dan Merenda provided background information on how our community works together with the “No Wrong Door” approach and how these procedures are outlined in this document.
- Kim Gembala motioned the committee to accept the Draft Coordinated Entry Policy and Procedures with recommended changes for submission with the CoC application. Kristin Adkins second the motion. Those present voted in agreement.
- Kristin Adkins motioned the committee accept the CoC application with recommended changes for submission for the 2017 NOFA process. Kristen Moses second the motion. Those present voted in agreement.
- **BNL Committee Updates**
 - Family – There are 23 active for September; 12 housed and 11 new
 - Youth – No update available
 - Veteran – There are hurdles in getting the remaining veterans housed; there are not enough vouchers and some do not have income.
- **Other Announcements**
 - Carol Tuning announced the 2018 PIT count is scheduled for January 24, 2018.
 - Kim Gembala asked if other shelter programs were experiencing an increase in new clients. She will research more detail to determine what may be causing the increase.
 - Carol Tuning and Tanyia Jones are going to their second TA Training next week to look at what resources are available to house Vets.
 - There are two grants running consecutively - - PSH Vouchers City of Roanoke, Shelter Plus Care will be enrolled into the new voucher program at ARCH to take effect March 1, 2018.

**The next meeting of the CoC will be October 17, 2017
at the Council of Community Services**