



## DURHAM HOMELESS SERVICES ADVISORY COMMITTEE

### Agenda

November 20, 2019

3:00 PM – 4:30 PM



#### Goals:

- ▶ Finish the job of ending chronic homelessness
- ▶ Prevent and end Veterans homelessness
- ▶ Prevent and end homelessness for families, youth, and children
- ▶ Set a path to ending all types of homelessness

AGENDA ITEM	DETAILS	TIME
1. Call to Order and Housekeeping	Presenter: <i>Chair</i>	5 Minutes
1. Minutes Review & Approval	Presenter: <i>Chair</i>  Supporting Documents: <i>October 23, 2019 HSAC and Full CoC Meeting Minutes, September 11, 2019 HSAC Special Meeting Minutes</i>	5 Minutes
2. Public Comment Period	Presenter: <i>Chair</i>	10 Minutes
3. State Emergency Solutions Grant Final Awards	Presenter: <i>Staff</i>  Formal Approval Needed: <b>Informational Only</b>  Supporting Documents: <i>Memo to HSAC re: State of North Carolina ESG Awards, Memo from NC DHHS regarding 2019-20 NC Emergency Solutions Grants Program Conditional Award Notification</i>	5 Minutes
4. Overview of Key 2019-2020 HSAC Business	Presenter: <i>Staff</i>  Formal Approval Needed: <b>Informational Only</b>	15 Minutes
5. Executive Committee Quarterly Update	Presenter: <i>Chair</i>  Background: <i>In September 2019 the CoC approved a new governance charter. The new governance charter established three standing committees to the HSAC: The Executive Committee, Policy and Planning, and Performance Management. These committees will rotate providing updates to the HSAC on their current and recent business so that each committee provides a quarterly update.</i>  Formal Approval Needed: <b>Informational Only</b>	7 Minutes
6. Delegation of Excused Absence Policy and Attendance Tracking Policy Revisions to Executive Committee	Presenter: <i>Staff</i>  Background: <i>In October 2019 the City and County Clerk's Offices notified HSAC Staff that they would be transitioning away from keeping HSAC minutes. Beginning in January 2020, the HSAC will need a new process for tracking HSAC attendance and keeping minutes. The Executive Committee is working with staff to create a feasible plan. The Excused Absence Policy and Attendance Tracking Policy will need to</i>	7 Minutes

	<p><i>be updated to reflect the planned change. HSAC is being asked to vote to delegate the responsibility of approving these changes to the Executive Committee in accordance with their policies in the CoC Governance Charter.</i></p> <p>Formal Approval Needed: <b>Yes</b></p> <p>Supporting Documents: <i>Attendance Tracking and Reporting Policy, Excused Absence Request Policy</i></p>	
<b>7. New CoC Website Tutorial</b>	<p>Presenter: <i>Staff</i></p> <p>Formal Approval Needed: <b>Informational Only</b></p>	7 Minutes
<b>8. Coordinated Entry Administrator Overview</b>	<p>Presenter: <i>Appeals Committee and Staff</i></p> <p>Background: <i>In June, 2019 the HSAC approved new Coordinated Entry Policies and Procedures. These new Policies and Procedures established the role of the Coordinated Entry Administrator to oversee the planning and implementation of Coordinated Entry. The North Carolina Coalition to End Homelessness serves as the Coordinated Entry Administrator for the Durham CoC.</i></p> <p>Formal Approval Needed: <b>Informational Only</b></p>	15 Minutes
<b>9. Presentation of Options for Interlocal Revision Recommendations Development Process</b>	<p>Presenter: <i>Staff</i></p> <p>Background: <i>The HSAC was established by and is governed by the City of Durham and County of Durham Interlocal Agreement Regarding Homeless Services and the Homeless Services Advisory Committee.</i></p> <p>Formal Approval Needed: <b>Discussion Only</b></p>	15 Minutes
<b>REMINDERS:</b>	<p><b>Upcoming meetings:</b></p> <p>Full CoC Meeting Wednesday, December 18, 2019, 3:00 PM</p>	