



Our mission is to eliminate homelessness through open and inclusive participation and the coordination of integrated responses.

Minutes of the October 1st PIC Board Meeting

Board Members Present: Connie Mitchell, Heather Lusk, Gavin Thornton, Tom McDonald, Jillian Okamoto, Carla Houser, Randy Gonc, Robert Boyack, Nicky Winters

Guests: Marc Alexander, Emma Grochowsky, Marilyn Boutain

Staff: Laura E. Thielen (ED)

Topic	Discussion	Outcome/Action
CALL TO ORDER	Meeting was started at 10:04am.	
INTRODUCTIONS	Heather led introductions and gratefulness reminder.	
APPROVAL OF MINUTES	Minutes from September were reviewed. Gavin motioned to accept Minutes as written. Marya seconded motion. All Members accepted minutes as written.	Sept minutes approved.
Special Election	Executive Session was called. Nicky was elected to the Board as Secretary. JayJay Owens is no longer on the BOD.	
ED Report	<p>Laura did an overview of ED Report (attached). Highlights: HUD mandated updates to HMIS were released last night. By Name List update was completed by CaseWorthy. YHDP programs are about to start. Veterans Virtual conference went well. PIC is working with multiple providers to meet goals and grant obligations. Programs include ALEA Bridget, ASI, CCH. Brown Bag luncheon meetings/trainings are ongoing. FY '22 ESG and Kaiser Permanente grant applications were submitted this week. Membership renewal letters will be sent out this week. DV CES and HMIS Compatible programs are being worked on. HUD TA request was made. Chris Pitcher will be TA. Laura is working with the city to see if a job fair/training program is of interest to providers. Connie suggested that the question put to providers should be whether or not they intent to expand and if this job fair/training is necessary. Heather stated that working on consistent content in training is great goal. It was recommended by Heather and Connie that Laura schedule some time off in the next week for self care. More details on all PIC programs and activities over the last month are in the ED report.</p>	Laura will reach out to providers and city.
Organizational Development Committee	Kelly was not on the call. Heather updated the Board on work in the Committee. Connie requested that list of potential 501c3 Board Members be sent to the Board for review. Laura will work with Sharon to get a voting process ready for the next General Meeting. We will ask for nominations for the Advisory Board be submitted no later than November 6 th . We will have a short General membership meeting on November 17 th that will focus on voting in new CoC Advisory Board which will act as Advisory Board and 501C3 Board until the 501C3 board of directors is elected. Heather will work with Kelly on updates.	Election for Board will be on November 17 th General Meeting

Data Committee	Board confirmed that Data Committee can approve people/agencies for access to HMIS without needing to go to the full Board. Timothy Liu has been approved for HMIS access.	
Communications	Randy reported that the committee is working on a couple of projects that will be shared with the Board at our next meeting.	
OYAB	No Report	
Advocacy	Gavin reported that we want to reach out to providers regarding priorities for next Legislative session. Kawainui Project in Kailua has been cancelled.	
Planning	Jillian - Planning discussions were covered in ED Report.	
CES Oversight	<p>Tom reported on Prioritization Matrix. A request for an update of P & P's to allow for a proportional allocation to be made for adult only households.</p> <p>A request to prioritize emergency services use over length of time homeless when there is a tie. Connie voiced some concerns over this and requested a delay in motion. Tom will take back to committee for further review.</p> <p>A request to accept Youth Prioritization. Chronicity is not required. RRH TAY Score 0-11 RRH1 Actively employed RRH2 Active School Enrollment RRH3 Strength based Factors Motion by Heather to ratify CES youth prioritization for RRH, Marya seconded motion. Board approved.</p> <p>Tom reviewed recent dashboards created by Wallace, CES and HMIS</p>	<p>Marya motioned to approve proportional allocation to adult only households. Carla seconded motion. Board approved unanimously.</p> <p>Motion Delayed</p> <p>Heather motioned, Marya seconded. Board Approved unanimously.</p>
Next Meeting	Thursday, November 5 th , 2020 via zoom	
Adjournment	Meeting was adjourned at 11:57am	So moved.

Executive Director Report

October 1st, 2020

Aloha Board Members.

As we head into the reopening of the Island after an extended closure, we are not sure what will happen in the coming weeks and months, but our homeless service system continues to provide care to thousands of people out on the streets and in programs across the island. Over the last month we continue to see an increase in positive covid tests among those experiencing homelessness, and we continue to work with getting folks to the services they need or getting the services to them where they are at. Partners In Care continues to work to support all of our agencies and

stakeholders during this time and despite the pressures of the current environment, we have seen progress. Our HMIS Team continues to train providers and is preparing for today's roll out of new changes to the HMIS mandated by HUD and requested by providers. Those roll outs are scheduled for today (October 1st). Our CES Team continues with touch bases with providers and we are starting to see some decreases in the time between referrals and housing. Our work with DV providers continues as they start to plan for the CES and HMIS programs. Our YHDP providers are all set to start their new programs over the next several months and our Planning Team has just completed the ESG proposal for FY '22 and begun the planning for the 2021 PITC. Our Landlord Engagement Program continues to house people every week and reach out to new landlords and our Training Team has starting hosting brown bag luncheons via webinars to educate providers on a number of topics vital to their client services. Despite missing being in the same room with our colleagues, I can attest to the hard work that is going on and the enthusiasm among our Team. I look forward to the work ahead.

AUW/PIC Transition: We are continuing to work with AUW on a transition plan that includes changes phone numbers and email addresses in the near future. Angie has done a great job setting us up to manage our own finances with as little help from AUW as possible. This is an exciting and somewhat scary time that will lead to further independence and reliance on our own skills.

CAPER Report: I assisted with the write up for the City and County CAPER report last month and will be planning to do this on an annual basis.

Veteran Virtual Conference: The conference was held last month and PIC had a strong showing at the event presenting in several different sessions covering CES, PITC reports and Veteran Homeless Services. I assisted with the hosting of the conference and this was great experience moving forward with the Homeless Awareness Conference in November.

National Coalition to End Urban Indigenous Homelessness: We met with members of this coalition and found their project coincides with many of our goals at PIC. We will be joining the coalition to bring the needs of our community to a national audience.

HICH Update: The Hawaii Interagency Council on Homelessness met for our quarterly meeting. I presented on the Oahu response to Covid and submitted our report.

Chaminade Presentation: Justin Phillips, Mike Goodman and I met with students from Chaminade who are working on projects focused on assisting those experiencing homelessness. They were a dynamic group that was interested in knowing what kinds of things would be beneficial to our neighbors on the streets such as backpacks with tents embedded in them and waterproof, theft proof bags for important items. We'll hopefully see their design ideas in the coming months.

Punawai 3rd floor opening in November
Job Fair with City

Covid Update:

Homeless Concerns Meeting: We are still meeting every other week with City Emergency Management, DCS, Governors Coordinator on Homelessness and more. We get regular updates on services and CARES Funding allocations. We will be continuing this group for the foreseeable future.

Monday Meetings with Governors Coordinator on Homelessness: every Monday morning to update each other on all topics.

Housing Sub Committee: This group meets every other week to review the CARES Funding allocations and to review the eligibility requirements to see how/if changes can be made to improve the system.

Resilience hubs: We met with Eddie Merserau as well as leaders from the Resiliency Hubs to see how we can assist with delivery of needed PPE supplies to providers. We are also looking at how to continue this resource and organization moving forward beyond COVID. The possibilities are endless and can include resources and storage for donations from the community to assist with moving folks into new homes.

Testing: Project Vision, the Home Project and others are increasing testing of sheltered and unsheltered individuals. An increase in positive covid tests have been found and we need to work on getting folks into Isolation and quarantine. Several folks with positive tests have refused to quarantine and/or isolate on the streets. TQIC is not full at this point, but folks who could benefit from this resource are not taking advantage of it or hotel resources.

Outreach: WE have been working very hard in the King/Dillingham area for several months. At this point there have been 7 positive cases in this encampment and the expectation is that that number will increase over time due to the resistance to isolation. We will also be conducting targeted outreach to the Crane Park area where there is a large encampment that also includes several recently released OCCC inmates.

Grants:

Planning:

ALEA Bridge- We have been working with the ALEA Bridge Team to get one of their HUD projects started prior to the end of the Calendar year. This includes assistance with HUD guidelines and assistance from LEP to find some properties for the RRH and TH part of the program.

ASI- Over the last several months we have been working with ASI to move out vouchers for their RRH for Youth. We have held special case conferencing to increase the referrals for the program and we have partnered with the management staff to review drawdowns and assist with any management issues including match allocation and records.

FY '22 ESG (\$65,000 HMIS)- We have turned in our proposal for the FY '22 ESG programs. There is a small percentage of funds that are targeted for HMIS services. With the continued increase of HMIS users over the last year and the additional programs in the HMIS we have requested an additional HMIS FTE. It was hard to estimate what our need will be in 2022, so we did the best we could.

Point In Time Count 2021- Although we do not have guidance from HUD yet on the 2021 PITC parameters, we have begun to plan for several different possibilities including a simple shelter count, a combined shelter and enumeration count of unsheltered or a copy of the plans from last years' PITC. We have put together the beginnings of a safety plan for the count which will include the use of PPE that we may be able to purchase or get donations of for the purpose of the count. We have been grateful for the great feedback from the Region Leads who hope that we will be able to do a complete count so that we can truly see the effects of Covid on our system.

Brown Bag Luncheons- We have hosted multiple brown bag luncheons over the last several months including SSI and voting topics. We will continue to take suggestions from providers so that we can provide needed information to providers.

Membership Renewal- Membership renewal letters and forms will be going out over the next month to all current providers. Rates will remain the same unless the Board suggests any changes.

HMIS:

Catholic Charities- Due to Catholic Charities increased workload in assisting with the disbursement of CARES and State Funding, the HMIS Team will be assisting with data input as needed. We feel that this is a necessary and appropriate use of funding to enable funds to get to the people that desperately need it.

USVets- We have worked on a plan to have USVets begin to input their SSVF program data into the Oahu CoC HMIS as prescribed and recommended by HUD. It was suggested to USVets that their contractor would be able to create an export of the data and give it to our HMIS Team but since our system has changed significantly over the last year that is not possible. Due to the fact that they utilized program funds to input their data into the BTG system, we are not permitted to assist with any implementation into our system under our current grants. USVets has gotten approval from their main funder, the VA to hire temporary workers to input the data into the system. We hope to have all the data in the correct database within the next month. Going forward, USVets will continue to input their data into the Oahu CoC HMIS.

YHDP HMIS- With the start of all the YHDP programs, Charmaine will be moving over from YHDP Planning to the HMIS Team. It's a role that she is looking forward to and will help with the creation of the YHDP HMIS and CES programs.

BTG user in Oahu CoC HMIS- In August it was determined that a BTG HMIS user gained access to the Oahu CoC HMIS platform. We did not identify any changes to the system and only 2 files were accessed. It is still not completely

clear how this occurred, but we are working with CaseWorthy to prevent this from happening again. Brandee from BTG was informed of the incident.

Gregory House Bridge – The HMIS Team has been working on this project with CaseWorthy and Gregory House for almost a year. We have been told that testing for the bridge will start this month.

By Name List- A new BNL is in production and should be available this week. It was our hope to roll it out with all other HMIS changes on October 1st, but CaseWorthy did not understand our timeline for this project.

CES:

Queens' high utilizers- We met with Anna Pruitt, Dr. Danny and Ashley from the Queens' Care Coalition to discuss their high utilizer homeless clients. They see hundreds of clients experiencing homelessness a month and up to 3,000 a year. Anna did a review of a group of high utilizers and matched it up to HMIS and found an overlap of clients. The more data that we gain can help us understand how to reach out to these individuals and assist to get their use of the ER down possibly, but more importantly, partner with Queens and other EDs to get folks the services they really need and get them connected to case management and housing.

Hale Kipa- We met with Hale Kipa and the City to determine the goals and objectives of their most recent grant with the city. We will continue to work to assist with this program going and getting the referrals that they need.

DV CES- We continue to work with DV providers to help with the creation of the CES and HMIS comparable system for DV. We have requested HUD TA and Chris Pitcher has been designated. We will be meeting every other week with this group and assisting in any way possible.

Dashboards – We continue to work on the dashboards and monthly statistics. We have new dashboards on our website that give a good and accurate look at the workflow of folks through the homeless system. Please take a look at the website.

YHDP:

CES- We have signed all the HUD documents for this new grant and have begun to collect resumes from interested folks. We have more than 30 applicants that we will begin to interview with the assistance of OYAB members over the next couple of weeks. Our plan is to start the grant in November.

HMIS – As was stated earlier, Charmaine will be switching to the HMIS position. Due to the fact that we still have some money in the YHDP Planning grant, we will continue to cover Charmaine under the Planning grant until December. This plan has been approved by our YHDP HUD Representative Caitlin Morath. We will start the HMIS YHDP grant in December so that we expend the funds in the next two years. If we did not start the contract until the new year, we would possibly have a gap in funding two years down the line. Sharon will take over the role of YHDP Planning until the expenditure of the funding. We have until the end of April to expend the Planning funds.

LEP:

LEP continues to house folks on a regular basis despite Covid. LEP has access to more than 125 units and continues to work with CES to engage with providers as soon as or prior to referrals so that housing can happen quickly and with the most attention to the wants and needs of the clients. Due to the fact that we have still not seen any significant need for damage fees and holding fees, we have requested that the City consider agreeing to a second amendment to hire a 3rd LEP specialist. We feel that there is already a need for this, and with the ending of the eviction moratorium, there will be an increased need to find housing.

Westside Coalition- We have met with a new group called the Westside Coalition over the last month. Their goal is to assist with getting folks into housing specifically on the Westside. We were excited to meet with them and exchange resources and partner with them moving forward. Gracie was not in the meeting, but during a unit viewing, the Westside folks were there and they got to meet each other.

Kaiser Permanente Application- Through our work with the Mayors' Challenge group, we met with representatives from the Kaiser Permanente Health System and were offered the opportunity to create a proposal for a Landlord Engagement Program specifically for Veterans. The goal is to decrease veteran homelessness to functional zero. The proposal is due this Friday and will allow us to hire 2 FTE to work with this group.

Weinberg:

We continue to work on this grant which focuses on information sharing during Covid. The hope is to be able to organize all covid funding streams along with eligibility criteria and to provide training. We are organizing an informational briefing for providers in the next few weeks and recognize that we may have to repeat the briefing based on changes to the program that are expected.

HCF:

This funding source addresses the work that we have already done and plan to do regarding Covid over the last several months through October. We will continue to work on this grant over the next month.

I apologize for the long report, but there's so much going on. I am unable to cover everything in this report, but this is my best effort. Our team is strong and determined and I appreciate them every day. Aloha, Laura

DRAFT