

# PART N CARE

## Ohio's Continuum of Care

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

### Minutes of the October 1<sup>st</sup> PIC Board Meeting

**Board Members Present:** Heather Lusk, Gavin Thornton, Tom McDonald, Jillian Okamoto, Carla Houser, Robert Boyack, Jere Kalima, Aura Reyes, Brandy Gouveia, Marya Grambs

**Guests:** Jason Kasamoto (GCH), Jesse (OYAB), Nathaniel (OYAB), Kimo (OYAB)

**Staff:** Laura E. Thielen (ED)

Topic	Discussion	Outcome/Action
<b>CALL TO ORDER</b>	Heather called the meeting at 10:04am.	
<b>INTRODUCTIONS</b>	Heather led introductions and gratefulness reminder.	
<b>APPROVAL OF MINUTES</b>	Minutes from October were reviewed. . All Members accepted minutes as written.	October minutes approved.
<b>ED Report</b>	Laura did an overview of ED Report (attached). Highlights: Julia started today as the new CESYHDP specialist. Working with City to develop the RRH CARES program. No update on CoC NOFA.	
<b>Organizational Development Committee</b>	Heather – Still working on 501c3 Board development. PIC is working on policies and procedures and intro letters to potential candidates. Request to board members to resend names of candidates to Heather and Marya. Laura and PIC will put together an introduction letter to potential Board Members.	Election for Board will be on November 17 <sup>th</sup> General Meeting
<b>Data Committee</b>	Carla – the teamwork that happens now is great and awesome. High utilizers is key for Data. HMIS has sent out HMIS user forms to health plans to at a minimum get them read only access.	
<b>Communications</b>	No report	
<b>OYAB</b>	Brandy- there are 5 new OYAB members. OYAB has been working with Lanore to get training on resume building and financial management. Heather asked that the OYAB do a full presentation at the December meeting to go over all things OYAB and YHDP.	
<b>Advocacy</b>	Advocacy group met with Eddie Mersereau from BHH and Joe Campo from DHS to discuss priorities. Main takeaway is that new programs will probably not be considered. Every department is looking at cuts. Heather – we need to find an advocacy chair for our election. Laura – PIC staff will staff the committee together since there are a lot of regular members who will continue to participate.	
<b>Planning</b>	Jillian – Emma is putting together a fiscal map that needs to be filled out where there are some gaps. It's great to have the mapping. Grant writing workshops are being worked on for providers. PITC is moving forward and Wallace is leading that project. It has been decided that the Shelters will be doing an in person survey so that it aligns with the unsheltered count.	

	Working with BTG to have some Statewide data.	
<b>CES Oversight</b>	Gap analysis discovered adult only households, also RRH clients often needed deeper subsidies. Gap of High utilizers in the ED system. Met with Anna Pruitt to review high utilizers in the Queens system. They looked at 192 high utilizers. Only 44 had active enrollments. We are working on creating a pilot project to the outreach providers hooked up to the system to enable more individuals to be seen in the homeless system.	
<b>General meeting</b>	Mai Movement – Period Poverty, will be a special presentation at the November meeting. Membership packets will be sent out this week.	Laura will add to General Membership meeting agenda
<b>Next Meeting</b>	Thursday, December 3rd, 2020 via zoom	
<b>Adjournment</b>	Meeting was adjourned at 11:40am	So moved.

### Executive Director Report

November 5<sup>th</sup>, 2020

Aloha Board Members.

As we look ahead to our next General Meeting and the end of 2020 (thank goodness) we look forward to a new CoC Board and the development of the new 501c3 Board. We have gotten a few interested persons interested in the 501c3 Board which is very exciting. We have also been working with the city to determine how CARES funding will be used over the next 2 years. It is an opportunity for our CoC to see a massive number of folks into housing and hopefully prevent folks from falling into homelessness. The next six months will tell us a lot about what to expect over the next several years in the homeless system. If we work hard to prevent an inflow of people into the homeless system while at the same time continuing to house those who are literally homeless, we can make a huge impact in homelessness. We are going to see cuts in funding at the State level and as a continuum, we need to work together to make sure that these cuts can be mitigated as much as possible. Since the beginning of the pandemic, we have been able to pivot as a system to meet the demand of those who are experiencing homelessness. We need to continue to not only react to changes in the environment but to address the underlying issues relating to homelessness such as poverty and the lack of affordable housing in Hawaii.

**AUW/PIC Transition:** Over the next several weeks, there will be significant changes at Partners In Care. We will be transitioning everything, except payroll to our own accounts. This will include the phasing out of our AUW emails, opening our own accounts with Ricoh and Nimble. Our payroll will remain under AUW through the end of 2020 so that there can be a smooth transition at the beginning of 2021. We will remain with ProService and have already created our own account with them. We have been told tentatively by the City that our LEP contract will be transitioned to PIC once we jump over a few hurdles. Lanore has taken the lead on all of the PIC policies and procedures and has done a great job. It has been a huge task to tie all of the documents together and we are continuing to work on them. We hope to have CES, HMIS, CoC and 501c3 draft policies and procedures ready for your review within the next several weeks. Angie is also working on the financial P & P's and Sharon and Angie are working on HR policies and handbook. This has been a scary transition but a much needed one and one that we are ready for.

#### **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.

**Testing:** Project Vision, the Home Project and others are increasing testing of sheltered and unsheltered individuals. PIC continues to work with Project Vision on testing focusing on encampments.

**Outreach:** We have begun targeted outreach to the Crane Park area where there is a large encampment that also includes several recently released OCCC inmates.

#### **Grants:**

**Planning:** There is still no news on the NOFA and whether or not it will come out sometime soon. We are acting as if it will be released at any time.

**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.

**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 have gone out to all current providers. Rates will remain the same unless the Board suggests any changes.

#### **HMIS:**

**USVets-** We have worked out the training for the temporary workers to put USVets info into the HMIS.

**Gregory House Bridge** – The The CaseWorthy Bridge is nearing completion.

**By Name List-** A new BNL has been rolled out and is working well thus far. This new BNL will be more responsive to the needs of the CES and providers. We will continue to work on the new BNL to work any kinks out of the program

#### **CES:**

**Queens' high utilizers-** We continue to work with Queens and UH to determine how best to work with folks who are high utilizers of Queens ED. We have started to create a pilot project to get outreach workers to the ED so that they can have vispdats and get their needs met.

**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. CFS has hired their CES specialist. We are very excited because the person they chose was one of our top picks for our CES position. We look forward to training with the DV CES specialist. As soon as she is able to start, we will begin to work with her to develop the DV program.

**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:**

**YHDP CES-** Many of the YHDP programs have started or will start within the next month. We have hired both the YHDP HMIS and CES folks. We have also put together a monitoring and evaluation program for the YHDP so that we start off on the right track. The new E & M form has been reviewed by the Planning Committee and will also encompass the CoC programs.

**YHDP HMIS** – Charmaine has transitioned quickly into the HMIS role. Her knowledge of the YHDP programs will allow for a smooth implementation of the YHDP programs into the HMIS and CoC.

**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 3<sup>rd</sup> 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.

**Weinberg:**

We continue to work on the sharing of covid information during this difficult time. This includes working on covid data collected through the survey 123 assessment tool. We have also worked with Sustain Hawaii to see if their covid health tool can be utilized on Oahu.

**HCF:**

This funding source addresses the work that we have already done and plan to do regarding Covid over the last several months through November. This grant has been extended through the end of November.

As we enter the Holiday season, there is so much going on including a fantastic Homeless Awareness Conference. I hope all of you are planning to attend. Once again, this conference focuses on how the system has pivoted during the pandemic to meet the needs of our neighbors on the street, and also to meet the needs of the providers. Training is so important for our providers, and we look forward to bringing more training to providers over the next several months. Thank you for your continued support and your passion to end homelessness in Hawaii.  
Aloha, Laura