



PARTNERS IN CARE

Oahu Continuum of Care

Partners in Care is a coalition of Oahu's homeless service providers, government representatives and community stakeholders working together in partnership to end homelessness.

PIC CoC Advisory Board Committee
Meeting Minutes
Date: 9/1/2022 Time: 10-11:30
Location: MS Teams

Attendees:

Voting Members: Ailina Laborte, Aura Reyes, Heather Lusk, Bob Wardlaw, Claire Fujita, Greg Payton, Jillian Okamoto, Lindsay Pacheco, Morgan Barrett, Sharon Baillie

Guests: Cheryl Bellisario, Emma Growchosky, Heather Nakao, Julia Wolfson, Marya Grambs, Art Minor,

Topic	Discussion	Outcome/Action
Call to Order, Approval of Minutes	Meeting was called to order at 10: No Minutes were available to approve Introduction of all new members and guests	Vote on minutes in October
Continuing Business	Heather reviewed Group Agreements, review of agenda, ED Report, See attached Review of Regular NOFO and Special NOFO Discussion on OLEC (Oahu Lived Experience Council) OLEC is currently a speakers bureau and if they decide to become a committee, they will request. Review of support for Chairs and the development of committees. Member Relations: Request for facilitation training for Board Members. Heather and Laura will work on this. Greg reviewed the documents to help Chairs pull people together. Awareness and Communications Committee: Aura will be reaching out to people who have been on the committee also. Update on the Awareness Conference. Working on getting finalized the conference speakers and topics for the sessions and keynote address. Food Bank is working on getting some events going. November 15 th sign waiving at the capitol. Cheryl is working on a statewide calendar for Homeless Awareness month. Lots of ideas circling around. They are working on a sign on letter that lists the priorities for the legislative session etc. Maybe an op ed during the	

month. Working on some round table for talk story session with a reporter to raise awareness.

Advocacy Committee: Bob and his committee are working on City Council issues and had a talk story session with Council staff. We are working on Bill 9 the vacant home tax to figure out how we can support it. We have written a response document. Council Member Esther Kia Aina will be attending the next Advocacy Meeting. We are also looking forward to the next Legislative Session. We are going to work on core service funding since current programs have been funded lately by ARPA and CARES Act.

HIHAC meeting on 9/7 at 7pm.

OYAB – Brandy not present, no update.

CES Oversight – Dr. Cheung not present

DATA – Meetings are moving to 2nd Tuesday of the month. This month’s meeting will be special and 2 hours long since we will have 2 presentations from vendors. In the last meeting we approved access to the Waikiki Community center, KPOK, and Ohana Health Plan Level 5. Heather – asked Claire to record vendor presentations. The Data Committee has the ability to approve access to the HMIS. Scott – Can the advisory Board discuss the cost and purchase of the vendor if we do move to a new vendor.

Planning and Housing – Sharon emailed all potential members. Thus far they have gotten one response and they will be working on the agenda for the next year to include working on the collaborative application for the Regular and Special NOFO. Thanks to Jillian for being a great chair.

Member Relations – Greg – Meeting will remain at the same time. What is the definition of a voting member of the committee. We will continue working on this.

State Representative – Cheryl has been working on a supportive housing work group. We would like to work on more collaboration with other housing assistance and affordable housing. Shout out to Jillian and Sharon for their work and Claire for the Data Committee

Strategic Planning – Heather, we will be looking at hiring a strategic planning facilitator. If people are wanting to join, please contact Heather Nakao or Heather Lusk.

Point In Time Count – Discussion on whether or not we should be doing a count every year or every other year. Also discussion on methodology. Straw pole on whether or not to do the full count next January. We need to reach out to the outreach providers. Scott – Can we reach out to a smaller group of outreach providers. Emma – we can bring it up at the Outreach

	meeting/shelter meeting in September. Emma can send out a request to the providers to encourage input. Scott suggested just the region leads meet to discuss. Elliot and Laura will reach out to the region leads and then that discussion will be brought to the CoC Membership to make a final vote. Scott – we need to make sure that if there isn't a count in January, we need to make sure we have a response about that decision to the community. Aura – I don't think those with lived experience have a position either way on the Count. Sharon – wants to reiterate that HUD wants to see a count annually and it helps with our application to HUD. Emma – If there's no strong opinion, we want to make sure that it's a good count versus a half-baked count replacement.	
New Business	Next CoC Membership Meeting agenda – Presentation ideas? Sharon would like to have Gregory House presented. Catholic Charities in October	
Meeting Adjourn	Meeting adjourned at 12:02	
Next Meeting	October 6 th	

**Partners In Care
Executive Director Report
To the Oahu CoC Advisory Board**

September 9th, 2022

Aloha. Below is a report regarding the ongoing activities within the CoC.

Action Items

Action Item	Date of Request	Review Date	Notes	Date Completed
NOFO Explanation	April 2022	April May	NOFO award was reviewed and a letter was created to explain process to CoC members	May 2022
ESG Prioritization for FY '23	April 2022	April May June	An initial survey was distributed to CoC Members to collect ideas of percentage breakdown of ESG funding between RRH, HMIS, SO, ES. A 2 nd survey was sent out to the CoC Members to further this discussion. Awaiting results. Results for the follow up survey were reviewed. 22 responses were collected. Following a recommendation from the CoC Membership, the City will be given the recommendation. Recommendation: HMIS 10%, SO 20%, HP 25%, ES 25%, RRH 20%. CoC Membership to vote on recommendation at the July Meeting	July 2022
Consent form correction	June 2022	June 2022	Consent form has been updated with the correct links	June 2022

Hoarding Training	May 2022	June	Training being worked on with Mental Health Association of San Francisco. Trainings set up for August	August 2022
US Housing HUB Creation	July 2022	August	Laura/Nicky reached out to Heather Muller to start working on this project. Heather presented some background on current collaborations on the mainland, Nicky and Laura will continue to work on HUB concept. We have also been invited to join the European HUB. Laura will look into this option.	
Review Conflict of Interest Policy	July 2022	August	Review current conflict of interest policy	
Define Membership definition	July 2022	August	Review and edit Membership Definition and Voting	
Addition of Committee OLEC – Oahu Lived Experience Council	September 2022	September 2022	Review idea of adding new committee. Currently OLEC is a speaking bureau. Lindsay and OLEC will decide at a later date whether or not to become a full committee under the CoC	September 2022

ED Report to the Board of Advisory

Regular CoC NOFO

The CoC received 29 applications for this round of HUD funding for FY '22. It was an incredibly short timeframe that providers had to complete the applications, and we appreciate their ability to get them in on time. Evaluators have received the applications and will begin their review process today.

Special NOFO

Now that the applications are completed for the regular NOFO, providers are now turning to the Special NOFO which is due to HUD on September 30th. We have been able to give providers more time to complete their applications for this NOFO. We are excited to have this increase in funding dedicated to those who are unshelt

Consolidated Planning

Within the special nofo and the regular nofo, HUD has requested an updated consolidated plan for our CoC. We have already begun preparing for this and will be submitting a short narrative on what is currently being done on the plan and include a timeline for this plan to be completed. We will be considering the possibility of hiring a facilitator to help in this process.

Emergency Housing Vouchers (EHV):

The EHV Program continues and is almost complete for housing all of the 182 vouchers with the state HPHA. We are also moving very quickly on the city vouchers and look forward to this program being very successful and a great asset to our community over the next several years.

Grants:

Planning:

Our team has worked hard to complete additional sub reports from the Point In Time Count as well as setting up trainings and working on the NOFO from HUD. We will be submitting an application for the Special NOFO to add a planner to assist with the Special NOFO

11/21-10/22 - \$300,000 Total Grant amount. \$82,284.35 Remains. Outstanding costs : UH Contract, Staffing

Homeless Management Information System (HMIS):

We continue to have some problems with CaseWorthy and we will be continuing discussion on a change of vendor at our next Data meeting. At that time, we will be having a presentation from 2 vendors for anyone who is interested in attending. The Data Committee has reset their schedule moving forward to the 2nd Tuesday of the month and for the month of September it will be an extended meeting to accommodate the vendors. It will be from 9-11 on September 13th.

7/22-6/23 - \$200,000 Total Grant amount. \$175,456.22 remaining. Additional funds from ESG will cover remaining portion of grant. The Annual progress report was completed last week and submitted.

Coordinated Entry System (CES):

Our coordinated entry system continues to work hard to make sure all housing resources are in use at any given time. With the special nofo we will be requesting one additional FTE to assist with the increase resources.

9/21-8/22 - \$300,000 Total Grant amount. All monies have been spent down. The FY '20 grant started on 9/1/22.

Youth Homelessness Demonstration Project (YHDP):

We have submitted our applications for our YHDP contracts for FY '22. All grantees under the YHDP submitted their renewals as well. These programs will now fall under our local HUD field office.

YHDP HMIS (2 year grant) 12/20-11/22 - \$212,210.00 Total Grant amount. \$4,330.60 Remains.

Outstanding costs : Staffing

YHDP CES (2 year grant) 10/20-1/22 - \$186,382.00 Total Grant amount. \$4,586.10 Remains.

Oahu Housing Now Project (OHN):

We are still awaiting official word regarding our audit by HUD that was conducted in early August. We are hoping for a great outcome. Family Promise and ASI will be ending their work with OHN on September 30th. PIC has been working with the City to extend this program to help people who are waiting for their next step for housing. At this time, we are planning to extend through March of 2023.

Conference:

Things are moving well for the conference. We are hoping to bring some experts over from Europe to attend the conference as well as having meetings on the Big Island and Oahu before and after the conference. We have over 200 folks already registered. More details to follow.

Aloha, Laura

