



# 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 Meeting

Thursday February 2, 2023

10:00 AM – 12:00 PM

Join TEAMS Meeting

#### AGENDA

- Call to order
- Introductions of members and participants
- Review and Approval of January meeting minutes
- New Business
  - a. CIS Discussion
  - b. Update on Point In Time Count
- Committee Review:
  - Advocacy – Bob Wardlaw
    - Legislative Review
    - Next meeting is February 9<sup>th</sup>, 3pm (additional meeting due to legislative session)
  - Awareness and Communications – Aura Reyes
    - November 3<sup>rd</sup>, 2023
    - Next meeting is February 7, 2023
  - OYAB – Gabe Freitas
    - Review of January OYAB meeting
    - Next Meeting
  - Coordinated Entry System – Dr. Danny Cheng
    - New Assessment Review
    - Next meeting is February 16<sup>th</sup>
  - Data – Claire Fujita
    - Next meeting is February 14<sup>th</sup>
  - Planning and Housing – Sharon Baillie
    - Job Fair for the CoC
    - M & E
    - Next meeting is February 28<sup>th</sup>
  - Member Relations – Greg Payton
    - Annual Membership
    - Next meeting is February 9<sup>th</sup>
  - Chair – Heather Lusk
  - Vice Chair – Jillian Okamoto
  - Secretary – Robert Boyack
  - Treasurer – Morgan Barrett
    - Financial Review
  - Lived Experience – Lindsay Pacheco, Kim Nabarro
  - State Government – James Koshiba
  - City Government – Ailina Laborte
- ED Report – Laura

**PARTNERS IN CARE, OAHU'S CONTINUUM OF CARE**

**200 North Vineyard Boulevard • Suite 210 • Honolulu, Hawaii 96817 [www.PartnersinCareOahu.org](http://www.PartnersinCareOahu.org)**



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- A. Budget
- Old Business
  - a. In Person Meetings
  - b. Action Item Checklist
  - c. True Cost Coalition
- February PIC General Membership Meeting Agenda
  - Special guests –Medquest, SNAP

Next Meeting: March 2<sup>nd</sup>, 2023, at 10am

### Group Agreements:

1. **Inclusivity:** Everyone should participate, we will create space for all meeting participants to contribute with one person speaking at a time.
2. **Step up, step back:** If you are a person who normally talks a lot, then please try to 'step up' listening and 'step back' talking. If you are a person who normally stays quiet, then try to 'step up' speaking, and 'step back' listening.
3. **Stay on track:** The agenda will be utilized to keep the meeting targeted. When conversations linger on/tangents come up, participants will be redirected to the most appropriate place to continue to conversation (via committees, email correspondences, one-on-one conversations, or alternative meetings, etc.).
4. **Come prepared:** Anything that needs to be voted on will be provided a few days ahead of the meeting, members should come to the meeting prepared by pre-reading meeting materials.
5. **Stay engaged:** When possible, have your camera turned on and limit multi-tasking to honor everyone's time.



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### Partners In Care Executive Director Report To the Oahu CoC Advisory Board February 2<sup>nd</sup>, 2023

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 <sup>nd</sup> 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/November	Review current conflict of interest policy. Piper (HUD TA) is setting us up to meet with a TA to assist. TA group needed to postpone meeting for an additional week.	



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Define Membership definition	July 2022	August	Review and edit Membership Definition and Voting	
Addition of Committee OLEC – Oahu Lived Experience Council	August 2022	September 2022	Review idea of adding new committee. OLEC does not want to become a committee at this time.	January 2023 to be revisited if OLEC requests
Training on E-snaps, Eloccs	September 2022	March 2023	Request from local HUD office if we can conduct training or be trained on esnaps and eloccs.	
Job Fair to assist with capacity issues	October 2022	November	Suggested job fair for all providers to assist with filling in vacant units	
Panel Discussion on mental Health, Mandatory Treatment	February 2023			

**2023 Legislative Session:**

The 2023 legislative session opened just two weeks ago, but already there’s a lot going on. We have created a bill tracking sheet that includes measures that the CoC has prioritized. The Governor’s State of the State address focused on the issue of homelessness and housing. We will keep the CoC updated on bill status going forward.

**Planning:**

**Point In Time Count**

The 2023 Point In Time Count was completed on January 23<sup>rd</sup>. It was a great success. This year we had less input issues with volunteers and providers. It was a long day for everyone and we appreciate all the great work. We are currently working on cleaning the data for the HUD report and getting it submitted to HUD by the end of April with a follow up community report in May. We are currently looking for 2 HMIS staff.

**Monitoring and Evaluation**

We are continuing to work on monitoring and evaluation. We did take a break leading up to the Point In Time Count.

**Statewide Conference**

We have paid a deposit fee for November 3<sup>rd</sup> at the Koolau Ballroom. Planning is already moving forward.

**Trainings**

Lunch and Learns will be advertised on our weekly newsletter. Possible topics will include esnaps and eloccs training.

**Job Fair**

We are starting to work on a Job Fair in March. We will be sending out a request for providers to sign up for space at the Fair. We will also be working on the concept of having resume and job search training for attendees.

**Membership**

We have received most renewal memberships. All renewals must be in by January 31<sup>st</sup> for providers to stay in good standing.

**HUD Grant Applications**

Preparations for the 2023 NOFO have already started so that we are prepared for its release. Attendance and monitoring will be available for all providers.

**Newsletter**

The weekly newsletter will continue to be the main medium to get information to the Continuum.

**Disaster Management (natural disaster/health pandemic)**

The City disaster planning group has received a lot of surveys from providers and we appreciate all the feedback. We will be working on sharing information about disaster planning and be in contact with providers to assist with further planning prior to the 2023 hurricane season.

**Committee Work**

The staff of Partners In Care will continue to work with all Committees and assist Chairs in their work.



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### **Vacancy Grid**

Due to the end of the former administration, we are working on revamping the vacancy grid to allow for up to date reports on vacancies within the emergency shelter system. A daily email will be sent to all shelters to get their vacancy count. This tool has helped with the ability of providers and the community to know what shelter options are available.

### **Oahu Youth Action Board**

Gabe Freitas is the new representative on the Advisory Board for the OYAB. Members are continuing to bring on new members.

**11/22-10/23 - \$359,705 Total Grant amount. Amount remaining on grant: \$299,470.59**

### **Emergency Housing Vouchers (EHV):**

**State** We have not heard from the HPHA regarding an extension from 12/31/22. We have continued to work with the final households, but due to no guarantee of an extension, we will stop working on the final vouchers.

**City** All referrals have been made to the City Section 8 office. We are now focusing on finalizing vouchers and finding housing for all households.

### **Emergency Solutions Grant**

We have received some of the funds for the HMIS transition to Bitfocus/Clarity.

### **Homeless Management Information System (HMIS):**

#### **Transition from CaseWorthy to Bitfocus/Clarity**

Training of HMIS staff and project setup has begun in earnest. Provider training will be starting soon with a "go live" date in late March/April. We are currently hiring for 2 HMIS positions.

#### **Training**

HMIS training continues as needed for all providers and HMIS users. New training videos will be placed on the website for the new system.

#### **Upcoming Reports**

The Point In Time Count and Housing Inventory Count will be coming up within the next few months. Please make sure that all HMIS updates have been made so that these reports are accurate.

**7/22-6/23 - \$200,000 Total Grant amount. Total remaining on grant: \$80,061.07**

### **Coordinated Entry System (CES):**

The CES team has been working with all agencies to send referrals and update the BNL. CES will be completely integrated into the new data system but we will be utilizing the sheets until the process is complete and all training is completed.

**9/1/2022-8/31/2023 \$300,000 Total Grant amount \$300,000. Amount Remaining in the grant: \$53,446.96.**

### **Youth Homelessness Demonstration Project (YHDP):**

Both YHDP CES and HMIS have started their next contract cycle. Now that the initial 2 year grant, our YHDP grants will be overseen by our local HUD field office.

**YHDP HMIS 12/22-11/23 - \$106,105.00 Total Grant amount. Amount remaining on grant: \$91,029.42**

**YHDP CES 10/20-1/22 - \$93,191.00 Total Grant amount. Amount remaining in grant: \$61,727.54**

### **Oahu Housing Now Project (OHN):**

We continue to work with OHN clients to ensure they remain housed and stable.

### **Landlord Engagement Program (LEP):**

While we continue to find housing against all odds, it is getting more and more difficult. There are several bills this legislative initiatives that will hopefully help to address the lack of affordable housing in the community.

Aloha, Laura