

PARTNERS IN CARE

Oahu Continuum of Care

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

Awareness & Communications

Meeting Minutes

DATE: October 3, 2023

TIME: 10:00am to 11:30am

LOCATION: Virtual Meeting via Microsoft Teams

Agenda Topic	Discussion	Outcome/Action
Intro	Welcome everyone	N/A
I. Call to Order	The meeting was called to order by Laura Thielen at 10:03am	N/A
II. Approval of Minutes	September Minutes Review	Minutes approved
III. New Business	<p>Susan Le:</p> <ul style="list-style-type: none"> - Appleseed was notified of proposed changes to the Hawaii Housing Finance & Development Corporation's Qualified Allocation Plan (point scoring process to allocate funds). - Changes would lower points allocated to projects proposing housing for persons with special needs & qualified non-profit corporations; they'd still be able to access funding, but their priority would go down. - Susan presuming the reason for changes is that many developers who do NOT do this kind of housing are applying for LIHTC funding to help increase their affordability point. - Appleseed opposing these changes through testimony. 	Laura to share info w/Advocacy Committee for now, broader if needed.
IV. Continuing Business	<p>A. CONFERENCE</p> <p>Registration/Sponsorship:</p> <ul style="list-style-type: none"> - 316 tickets sold for Day 1, 172 for Day 2, 94 for Pau Hana. <ul style="list-style-type: none"> o Committee approves leaving registration open until we get closer to 370 sold for Day 1. - Sponsorship - committed total of \$83,999, including \$10,000 from Weinberg's restricted funding; \$73,999 unrestricted. <ul style="list-style-type: none"> o Between ticket sales & sponsorship we have enough to cover all costs for Day 1. - Goal is to cover both Day 1 & Day 2; if needed, we will dip into CoC funds to cover Day 2. <p>Speakers/sessions:</p> <ul style="list-style-type: none"> - Committee approved Dept. of Emergency Management taking the place of AARP as presenters. <ul style="list-style-type: none"> o Good opportunity for attendees who are currently experiencing unsheltered homelessness to learn about, and contribute to, disaster planning. - Still pending some bios & photos. - Mayor confirmed attendance; still pending the governor. - PIC to be doing transportation for keynote speaker (Elliot); no need for volunteers. - Committee decided NOT to include additional information 	<p>Conference:</p> <ul style="list-style-type: none"> - Continue to collect pending info under speakers/sessions - Determine who will be doing the audio/visual work - Determine who will be providing foam bowls for flowers - Submit programming 10/16 - Susan check w/team on 1) allowing late registration for Day 2; 2) stuffing party

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	<p>on speakers & sessions to conference website; determined that having the topics listed is enough.</p> <ul style="list-style-type: none">- Susan to update website w/speaker info for Day 2 Plenaries.- Thelma Montallana, regarding speaker CEUs:<ul style="list-style-type: none">o Next year - create Google Doc instead of long email chains for updates; increase or decrease session times; sessions lasting 1 hour 20 minutes will only be covered for 1 hour.o Unsure if Day 1 opening/closing plenaries will be covered, as no speakers were listed at time of submission.<ul style="list-style-type: none">▪ For Day 2: Closing had no speakers listed so may not be approved. <p>Budget:</p> <ul style="list-style-type: none">- The CoC's annual budget for 2024 has been created; conference costs have been incorporated based on 2023 costs. <p>Misc:</p> <ul style="list-style-type: none">- From Committee Chair & PIC – We want committee members to feel involved generally but would like them to just enjoy the conference, day-of. PIC staff will be handling all facilitation roles.<ul style="list-style-type: none">o Jere Kalima - Suggesting having a couple of staff members floating in the main ballroom for troubleshooting purposes.o Still TBD who will be handling audio/visual work.- Reminder that Weinberg does not want to be mentioned as a donor.- Still need to determine who is providing foam bowls for flowers.- Programming coming along - PIC & HIHAC have been meeting to finalize pamphlets; should be ready for preview this week, deadline for final submission 10/16.<ul style="list-style-type: none">o Day 1 & 2 programming will be combined.<ul style="list-style-type: none">▪ Question of whether or not HIHAC will allow late registration for any Day 1 attendee who becomes interested in attending Day 2 based on pamphlet. Susan to check with team and report back.- Pau Hana: May be decreasing maximum number of available tickets since we are not selling as much; PIC to do one more big push to the listserv to buy tickets; final decision 10/16.- Stuffing Party will be Wednesday, November 1st, 10am – 1pm at PIC office (5th floor conference room if available).<ul style="list-style-type: none">o Will be collaborative, not just PIC staff.o HIHAC may be joining.	
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	<p>B. HOMELESS SERVICE PROVIDER OPEN HOUSE FOR LEGISLATORS</p> <ul style="list-style-type: none"> - November 15, 2023 - Will be coordinated almost exclusively by PIC but accepting volunteers to assist w/the in-person distribution of formal invitations at the Capitol. 	
<p>V. New Business (continued)</p>	<p>A. INNOVATIVE READINESS TRAINING</p> <ul style="list-style-type: none"> - Week-long event being put on by the City, to be held on the West Side of the island. - Will include the provision of medical & dental services. - Essentially a bigger & more involved service fair; hoping providers will come to assist attendees however they can. - Laura to provide more information as it becomes available. <p>B. MISCELLANEOUS</p> <ul style="list-style-type: none"> - Laura requesting that committee members start thinking about what they want to do regarding awareness in 2024. - Sara informing committee that the Awareness Chair (and all other Committee Chairs) are up for reelection if members are interested. <ul style="list-style-type: none"> o Aura is running for another term o Nominations close at the end of the week 	<p>IRT:</p> <ul style="list-style-type: none"> - Laura to send out more information as it becomes available. <p>Misc:</p> <ul style="list-style-type: none"> - Members start thinking about 2024 activities.
<p>IV. Next Meeting</p>	<p>November 7th, 2023 10:00am - 11:30am</p>	<p>Meeting adjourned at 11:03am</p>

Attendance: Check roll