



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 General Meeting
MINUTES, March 20, 2018
Central Union Church
12:00 PM – 1:30 PM**

Agenda Topic		Outcome/Action
Call to Order & and Roll Call	PIC Director Jen Stasch started the meeting at 12:14 p.m.	
Approval of Minutes from October	Members reviewed the February 2018 minutes. Motion to approve was by Alika Campbell. Seconded by Bill McDonald.	Motion Approved.
Presentations	<p>PEOPLE ATTENTIVE TO CHILDREN (PATCH) is a community service organization dedicated to supporting child care needs in Hawaii. It is the only statewide childcare resource and referral agency. The Resource and Referral program links families that are looking for information, e.g. childcare sitting and costs, to licensed child care providers or agencies.</p> <p>PATCH's Pre-school Open Doors is a statewide early childhood program funded by the State of Hawaii. With OD the family may select any DHS licensed preschool or group child care home. Open Doors' purpose is to contribute to school readiness. It is open to 4 - 5 year old children. With PATCH, there is no need for recertification to remain the program. The PATCH team is working hard to engage communities and encourages families to apply as the funds are available, there hasn't been any wait list for some time.</p> <p>Application July 1, 2018 to June 30, 2019 Children born August 2013 to July 2014 Apply January 2, 2018 to March 29, 2018 www.patchhawaii.org Call 808.791.2130 Oahu for more information</p>	
Continuing Business: 501c3 Status, Chair Jon Berliner and Director Jen Stasch	This week PIC received the revised Articles of Incorporation and By Laws from attorney Brian Yazuka. The Board will review and ratify the By Laws, then the general membership will vote to approve it. The non-profit By-Laws will come with attachments explaining our role under the Hearth Act, our role with HUD, including our purpose to the community. The document will come to the group in May or June, by mail, to the designee on the 2018 membership application, the primary contact listed in the agency application.	
Continuing Business:	PITC data entry is in progress. We found a wonderful contractor, Dr. Eric Grey; he's working on his PHD. He's currently working with	

<p>PITC, Director Jen Stasch</p>	<p>Catholic Charities, and leading the PITC data entry. Catholic Charities provided volunteers as well, but we may need more. If you are interested in helping, and already have HMIS access, email Director Jen and she'll connect you to Eric. HUD needs the PITC info by the end of April through HDX tables. The report will be ready by mid-May.</p>	
<p>Continuing Business: Youth Homelessness Demonstration Project, Director Jen Stasch</p>	<p>HUD issued the 2nd Notice of Funding Availability (NOFA) re youth homelessness. In the fiscal year 2016, we put together an application at the first NOFA but it was an unsuccessful application. Most of the members of the group (incl. Alika and Carla) wanted to apply and start the planning process for the next opportunity to apply. Fast forward, we have a strong application this time. We created a focus group with the youth. We even had homeless youth involved in the planning process. We listened to them. This application is due April 17, the goal is to submit by April 12. It will be submitted through grants.gov in behalf of the community, by the collaborative applicant: AUW. Director Jen will share the application to the community once it is finished. Funding is a minimum of \$1M, we will likely apply for up to \$3M. We'd have to pull together a 25% eligible, in-kind match to show the Federal government. If you are interested in contributing to the discussion/meeting times, let Director Jen Stasch know.</p>	
<p>Continuing Business: Coordinated Entry System: Unified Policies and Procedures, Director Jen Stasch</p>	<p>We now have a set of unified CES policies and procedures, which will be on the website soon. We shared the consolidated policies and procedures to the CES administrators and CES oversight group, and we're now waiting for feedback. We'll finalize those as guide on how CES functions. We've had several p & p's (families, singles, youth, DV). There'll be one set of p & p's this time, based on the subpopulation being served. There'll be automation work with that, we'll hear more when we discuss HMIS.</p>	
<p>Continuing Business: HMIS Lead Transition</p>	<p>The Board has approved to move the HMIS lead, which is the direct project recipient of our HUD grant, from HPO to Aloha United Way. PIC didn't have the 501c3 status in time to get this done before the 2018 NOFA. Per Board of Directors, this is an interim solution. Our primary reason is: User fees. There will be a whole process for the User Fees plan. No surprises. PIC has \$124K HMIS project grant to support the wonderful work HMIS does for our community. In the past we've used a considerable amount of planning funds to strengthen and expand HMIS. HUD has informed us that planning funds are not supposed to go towards HMIS – project funds do. So, we've decided to charge user fees based on organization size, number of users, people interfacing with the system, etc. Guam is a great example. If you want to know more about how Guam does it, reach out to Brian Johnson or Director Jen. Or Rebecca. We can build the capacity of the HMIS as a CoC and do that without taking away any housing dollars. The goal is to create an alternative funding stream for HMIS – this structure wouldn't be in place until after NOFA 2018.</p> <p>Connie (IHS) – Has there been a discussion with funders so they</p>	

	<p>know the fees. They do have to carve out money and resources.</p> <p>Director Jen – HUD allows to put user fees in the project budget. User fees are designed to support the system. We’ll work together. The goal is not to burden but to expand the capacity for the agencies.</p> <p>Marc Alexander – Data is important to the City. We will want HMIS reports, let’s work together.</p>	
<p>Continuing Business: Clarification of Master Lease, Director Jen Stasch</p>	<p>The idea of the master lease is to build small housing communities. To clarify, PIC’s role in master leasing is to support, not to provide direct services. PIC will support the agencies that do that work. PIC will make sure that the CES has the capacity to meet the needs, and to help put together the mitigation fund. Even as small as \$30K will assure landlords to rent to those who hold vouchers.</p> <p>Marc Alexander – The Mayor has released proposed 2019 budget to take effect July 1 which includes \$400,000 remediation funds We need input from providers as we develop the RFP. The program will be run by DCS. The second is a \$500K outreach navigation fund to reach out to the hardest of clients. It is not to force anyone. This covers appropriate psychiatric and legal support. We need provider input as we develop these programs, on the condition the Council approves them. We hope they’ll be open to these two new programs. The budget will be approved by early June.</p>	
<p>New Business: Monitoring and Evaluation, Director Jen Stasch</p>	<p>The Planning Committee is putting together the monitoring and evaluation of the housing projects. PIC will be issuing an RFP for a private agency to monitor the CoC. The RFP will be calling on an organization or entity to evaluate all of our systems: housing project, HMIS project, the CES project, and the project evaluation for NOFA 2018. This entity will see how our committees interact, generally auditing the CoC. It will be a comprehensive evaluation, implementing the measurements, to drive our strategic planning. TA provider Chris Pritcher will work with us to put together the monitoring system of the HMIS. Homebase has provided templates re CES. A 3rd party consultant will look closely at the system. We are getting proposals by April.</p>	
<p>Committee Reports:</p>	<p>Advocacy – Betty Lou invited folks to sign up for action alerts. She gave updates on Bills that are still alive. She showed informative slides and encouraged the group to participate in the advocacy process, including making phone calls for example. Vice Chair Heather Lusk encourage folks to advocate for bills such as HB 1900 which, if approved, can be in the base budget; there is no need to advocate every year. Betty also showed how to use the Advocacy website for easy access for sending out testimonies.</p> <p>Awareness – Nothing to report, just to remind folks about the November 16 Homelessness Conference. Awareness Chair is inviting people to give input.</p> <p>Planning – Committee members want to encourage PIC members</p>	

	<p>to be involved in learning other programs. Director Jen reemphasized the value of a third party audit for CoC planning.</p> <p>Data – Director Jen: Now that we have HMIS lead transition it means using the HMIS to deliver services. We need a Data chair because it is easier now – it is only focusing on Oahu.</p> <p>Communication – Communications Committee Chair Jason Kasamoto spoke about different way the committee can serve such as communicating volunteer opportunities including volunteering to do data entry, the creation of the communications calendar, organizing a gathering to learn how to communicate with the public and the members of the media. Chair Jason extended an invitation to the membership to join the communications committee.</p>	
Announcements	<p>Cloudbreak – Invite PIC partners to do a site visit March 28 10-11 a.m. with Governor, Pacific Island Healthcare System, Marc Alexander. There are 30 vacancies to fill – construction delays but now excited to have Veteran’s permanent housing at Barbers Point.</p> <p>Marc Alexander: Farrington Housing project – 16 units – one reserved for onsite manager. It is permanent housing with appropriate support designed for 50% AMI and below. ASI is running it and is part of the CES (built into the RFP) – 3 families housed yesterday from the CES.</p> <p>City is part of What Works City (a Bloomberg Initiative) – Jan is involved in creating a data governance committee for the City. This project is to measure impact of homelessness; to use visualization and data to better manage programs. Would want to work closely with PIC and at the same time work with the larger community.</p> <p>Latest permanent housing project is the Young St. 30 studios focused on chronically homeless. More acquisitions that will directly impact housing. Mayor identified 11 priority properties. Mayor’s State of the City will be announced and will share how we hit housing numbers this past year.</p> <p>Alea Bridge, Phil Acosta, brought up the challenges in getting homelessness verifications. Director Jen brought up that 6 months ago, a very clear memo regarding homeless verifications. Director Jen will send out the information and the intent is eliminating all the barriers in the verification process. From HUD’s perspective there is no specific agency that an issue homeless verification.</p>	
Adjournment	The meeting was adjourned at 1:29 p.m.	
Next Meeting	April 17, 2018 Kapolei Hale	
Minutes Prepared by:	Anna Streegan Stone	