



PARTNERS IN CARE

Oahu's Continuum of Care

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

PIC FY18 CoC NOFA Application Meeting

Friday, July 6, 2018

3:00 P.M. – 4:00 P.M.

Conference Line: (515) 604-9577; Access Code: 131975

NOFA Workgroup 2:30 p.m. to 3:00 p.m. – Sharon Baillie, Tom McDonald, Karen Thomas; Annie Valentin – by phone.

Topic	Discussion	Outcome/Action
Evaluation Committee	Project evaluation criteria (key measures) needed by early next week. Evaluation Committee should include at least 2 people who have participated previously. Sharon will draft an email/letter to potential candidates and make phone calls to get a core group of 6 -10. Draft should include time commitment necessary for training, Q & A day with project applicants, etc.	Sharon will make contact with candidates.

Consultants 3:00 p.m. to 4:00 p.m. – Sharon Baillie, Tom McDonald, Karen Thomas, Marya Grambs, Linda Ikeda, Jason Kasamoto; Annie Valentin, Anna Stone, Jen Stasch – by phone.

Topic	Discussion	Outcome/Action
Introductions	Welcome Karen Thomas, new data coordinator (our first since Eric).	Karen will work closely with Daniel, managing HMIS.
Review of 6-22-18 and 6-29-18 minutes	Minutes were emailed and available in hard copy.	Committee to review.
Review of proposed section leads	Tom read out suggested leads; no changes were recommended. 1. CoC Coordination/Engagement – Heather 2. Project Ranking/Review/Capacity – Sam 3. HMIS – Daniel 4. Point in Time Count – Jen 5. System Performance – Jen 6. Performance/Strategic Planning – Sharon Jen/Linda will provide narrative outline. Leads will provide main points; brevity/succinctness will be critical (given space constraints).	Section leads to reach out to potential writers/contributors.
M & E	We need more info on data available to us, last year's scorecard and quality measures, etc.	Karen and Linda will meet with Sam and Daniel on Monday, July 9, 8:00am. Tom, Jen, and Linda will talk afterwards.
Draft RFP	Jen provided draft; document was emailed and available in hard copy.	Committee will review, provide feedback.
Reallocation	Reallocation expected to range from \$180,000 (minimum) to \$500,000, depending on renewals. We need competitive reallocation process based on performance. Sharon had looked for last year's criteria; could not locate. Jen suggested turning to	Jen/Linda to work on rubric to be released July 20.

PARTNERS IN CARE, OAHU'S CONTINUUM OF CARE

200 North Vineyard • Suite 210 • Honolulu, Hawaii 96817 • www.PartnersinCareOahu.org

	RFP and HUD rubric—for renewal and new projects, last year's final ranking spreadsheet, and scorecard. Our criteria are consistent with HUD's; include financial performance.	
New Bonus Projects	Focus will be on chronic homeless with co-existing SMI or substance abuse and elders w/ tri-morbidity—as identified during conversations with Queens Medical. Projects should streamline their applications to stated focus, with emphasis on PH.	
DV Projects	NOFA committee will reach out to Robert, Darlene, Gina, Marcy, and rep from Scott's office to assess interest and need. Jen brought up DV CES, to include PH, RR, TH, and SSO.	Sharon and Linda were asked to make email and phone contacts and to gather input.
Evaluation Committee	Sharon has list of 14 recommendations; includes a mix of city, state, university, and housing reps; a couple healthcare providers and a few evaluators from last year. Goal is to reduce list to 10 then select 6 to 8. Linda and Sharon were asked to make email/phone contact; evaluators will need info on expected time commitment—for training, meetings, in-person presentations, etc.	Sharon and Linda will make email contact, f/u calls.
Next meeting		Next meeting scheduled for July 13, same time and place.

(Informal) minutes recorded by Linda.