



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, Aug. 31, 2018

3:00 P.M. – 4:00 P.M.

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

Attending: Sharon Baillie; Calling in: Linda Ikeda, Jason Kasamoto, Connie Mitchell, Marya Grambs, Annie Valentin, Tom McDonald, Jillian Okamoto

Topic	Discussion	Outcome/Action
NOFA process debrief	Appreciation was expressed for Tom's email detailing Board's decision-making process and for Jack Barile's suggestions for improvements to measures. At the same time, Connie (& Kim, in previous conversation) noted downside to replacing of programs due to HUD priorities, esp. as funds are largely pass-through—loss of 40 units of housing, hardship on clients, unmet need for services in favor of housing and administration. Marya suggested that Board raise funds for HMIS and CES. Tom (joining late) agreed, with programs possibly contributing towards administrative support; added that infrastructure was tied to efficiency, which could help in gaining additional funds. Connie agreed but suggested achieving this w/o taxing programs; wanted evaluation of those programs, too.	Notices have been emailed and letters mailed to applicants not selected for funding. Appeals process is detailed in notice. Tom noted current plan of Samantha Church continuing to work with M&E and future evaluation of PIC Planning, HMIS, and CES.
DV bonus projects	Tom spoke with both CFS and Women in Need. Board had been reluctant to overturn decision of Planning Committee though community could benefit from additional DV services.	With Jen's help, agencies will come together over weekend to potentially develop a collaborative proposal, to be submitted by end of week.
Proposal Narrative	Tom and Marya asked about status of narrative. Linda noted goal of draft by Tues. 9-3. Tom expressed concerns about areas of weakness in last application; added that word-smithing w/o content would not be enough. Marya interested in seeing M&E. Sharon noted that Daniel could help w/ HMIS, now that he has access. Connie asked about system performance data; suggested use of reports produced by Carlos (to which we should have access, though may still be proprietary); interested in template for scoring. Marya asked why proprietary; Tom explained that Caseworthy data had been converted and manually summarized for ease of use.	Sharon will ask Daniel to provide HMIS data by Tues. 9-3-18. Contractors to provide first draft of narrative the same day. Sharon will re-release scoring pages.
Adjourn	Attendees expressed readiness to move on, with future improvements to rubrics and greater attention to M&E.	Next meeting to be held Friday 9-7-18, 3:00 to 4:30pm at the PIC office.

(Informal) minutes recorded by Linda.