



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.

Minutes of the Meeting of Board of Directors

June 5, 2019

10:00 AM – 12:00 PM

200 North Vineyard Boulevard, Suite 210

Board Present: Gavin Thornton, Carla Hauser, Norm Baker, Heather Lusk, Bill Hanrahan, Gavin Thornton, Marya Grambs, , Justin Phillips

Board Present by Phone: Kim Cook

Guests Present: Marc Alexander, HUD Ta (Mandy, George, and Melanie)

Staff Present: Laura Thielen, Jay King

Topic	Discussion	Outcome/Action
CALL TO ORDER	10a	
INTRODUCTIONS	HUD TA introduced themselves at this time and noted progress made over the past week in Honolulu.	
ED'S REPORT	<ul style="list-style-type: none"> • See attached written report • CES will be moving so that PIC and CES are physically together; • By end of year plan to have consensus on board structure as we are now 501 (c) 3. Among other issues being handled are liability and insurance. 	
SPECIAL GUESTS & DISCUSSION	<ul style="list-style-type: none"> • The guests outlined above have been provided by HUD headquarters as part of tech assistance for unsheltered homeless populations. 10 locales were identified and Honolulu was one. They are working for a comprehensive program building on where we are now, as self-defined by the community. Last Tuesday, the group got together to synthesize the information/mapping, pinpoint where opportunities exist to make a difference impact on unsheltered homeless population. • The guests coordinate communications so we don't have to try to figure it out. PIT is the larger federal measuring stick. • They also hold discussions with providers and leaders ... with own numbers, etc., not just anecdotal. The spirit of this is to look close to the ground and find those interesting, effective programs of working that can be transferrable. 10 communities chosen largely on the West Coast + Chicago. 3 Fed partners chose communities those partners thought would be amenable to the experimenting and moving these programs to many other communities across the country. • It is recognized that without substantial increase in the numbers of affordable housing, not much can be done. 	

PARTNERS IN CARE, OAHU'S CONTINUUM OF CARE

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	<ul style="list-style-type: none"> • The program is still evolving. Real understanding of great intent but that putting them together??? • Misalignment on how they connect and work together. • In de-duplicating the numbers we see a total of 79% unsheltered on O`ahu, not 49-50% as usually shown. 	
REVIEW/APPROVAL OF 05. MINUTES	Minutes of May meeting were approved with one correction. Corrected minutes are attached.	
CONTINUING BUSINESS		
501 (c)3 Update	<ul style="list-style-type: none"> • We are now formally a 501(c)3 and are working to make it an “on-the-ground reality • This includes transition space and separation from AUW 	
PIC Budget Update	<ul style="list-style-type: none"> • Currently have \$16499.30 in checking account. = \$5500 checks to be deposited. • Paper work needs to be completed for accounts, DCCA, etc. • It was moved, second, and passed allowing Laura Thielen to sign checks for amounts not to exceed \$1000 • Provision of a credit card for Laura was also formally adopted. • Current signatories are Connie, Anne, Robert, Heather & Laura. • Past 2 years of financial records will shortly be transferred to Quick Books. 	
AUW budget & Contracts update- Norm Baker	<ul style="list-style-type: none"> • Please see attachments. • Contract with Daniel expires end of June for +/- 10 hours per month. Rather than just renew want to RFP the matter. Originally it was done on an emergency basis. Laura wants flexibility on the number of hours for at least the next couple of months as things sift into alignment. We can put out the RFP with range of 10-20 monthly hours. • Need to make sure that Daniel’s contract is extended for one month. Response for the RFP will be due on or around June 24th. 	
HUD budget – Norm Baker	<ul style="list-style-type: none"> • See attached • This is for planning and includes Jack B. data gathering, report, regarding PIT, and issues raised in 2018 NOFA reviews.. • Not signed as yet. 	
CES Budget – Norm Baker	<ul style="list-style-type: none"> • Doesn’t have an overage. 	
HIMS Budget – Norm Baker	<ul style="list-style-type: none"> • HMIS budget is worse off; there is no wiggle room here. • Salary and benefits are the more than whole grant. • Don’t know about \$30K grant status; it was granted to the wrong people, the undoing is taking a much longer time than anticipated, and then it must be redone to us. Whether or not makes it by 6.30 we don’t know. 	

	<ul style="list-style-type: none"> One-half of Jay Purvis's time is budgeted here; all of the assistant's time is. 	
Planning Budget	<ul style="list-style-type: none"> Contract will be paid, but there was an issue/conflict We need to take steps to not to let it happen again. It was In the middle of Mr. Millington's departure. 	
FEE WAIVER REQUEST	<ul style="list-style-type: none"> The Oahu Youth Action Board – Wolf & Woman Documentary Collective – was approved as a non-voting member and therefore has no fee required. 	
NEW BOARD MEMBER	<ul style="list-style-type: none"> Need a replacement for Jason on the board and as head of Communications committee. It will take a couple more weeks to get more candidates. Decision will be made at July board meeting. 	
COMMITTEE REPORTS		
ADVOCACY	Gavin sent minutes; fed issue only positive responses; we should wade in to support;	
AWARENESS	See report	
COMMUNICATIONS	None	
CES Oversight	<ul style="list-style-type: none"> This committee has just been added They need copies of all contracts to complete their work. 	
DATA	See report	
MEMBERSHIP AND MAJOR DONORS	None	
PLANNING	<ul style="list-style-type: none"> See Report It was moved and seconded to accept proposal to "smooth out" scoring. Passed with one abstention It was moved and seconded to allow agencies who have credible rationale for not having an audit to receive all 30 possible points, if they have met all the requirements of the State of Hawai'i Attorney General's Office. Passed 	
KIMBERLY COOK	<ul style="list-style-type: none"> On maternity leave 2-3 months. Someone going to sit in her place during this time. 	
ADJOURNMENT		