



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 January Meeting

January 17th, 2017
Kapolei Hale
12:00 PM – 1:30 PM

MINUTES

Agenda Topic	Discussion	Outcome/Action
Call to Order & Roll Call	Chair Gannon welcomed everyone and the meeting started at 12:05. Introductions were done and members shared their highlights of 2016 and things to look forward to 2017.	
Approval of Minutes	Minutes were distributed and reviewed for both the October and December 2016 minutes. The October minutes were updated based on feedback at the Dec. meeting. <i>Motion: To approve the minutes. Motion seconded.</i>	Motion approved.
Point in Time Count	Director Stasch gave an update on the PIT count. Volunteers have been recruited and she reports that we have enough volunteers for town – but central and Windward Oahu still needs more folks. Trainings are on-going and the HPD Community Policing has been involved and so have legislators to help get more. Thank you to AUW for putting together the incentives for everyone who is participating (document holder and gift cards). Surveys will be due to the Director's Office by one week after the count, and there will be a mass data entry soon thereafter. Please see the PIT page under the reports age on the PIC website.	
Coordinated Entry System (CES) Update	Director Stasch noted that there is a meeting on 1pm on Thursday for CES and they are web-based so she invites all to participate and she will send out a reminder. Jen also noted that we as PIC are mandated to have a Coordinated Entry System by HUD, and we must finish phase 1 of the TA from HomeBase before the NOFA. The meetings will usually be every other Thursday at 1 pm HST. Once there is agreement within the CES, it will go to Planning for approval and then to the General Membership for final approval.	
Data and HMIS Update	Carlos gave an update on HMIS and Data. One priority is setting up the data collection based on the recent HPO contracts. Carlos and his team are also doing a lot of training, and resource manuals to support users to enter the data correctly. Data entry for the PIT cannot be done until the changes Carlos is working on is complete – and should be done by the end of January. Visit www.hawaiihmis.org for	

	more information, training materials and more resources for data and HMIS.	
EC Positions	Vice Chair Janet Kelly discussed the open slots of the Executive Committee. First of all, the General Membership needs to confirm the Treasurer as the Executive Committee voted to approve Gladys from us Vets but this needs to be voted upon by the general membership. <i>Motion: to approve Gladys as our Treasurer through June 2017. Motion approved.</i> Vice-Chair Kelly also welcomed back Marty Coleman as the formerly homeless position on the Executive Committee (took a brief hiatus). Welcome back Marty! Our Planning Chair was vacated recently and Tom McDonald was nominated. <i>Motion: to approve Tom as our Planning Chair through June 2017. Motion approved.</i> The Data Chair has also been vacated, and there are two candidates for the Data Chair – Erin Rutherford from Catholic Charities and Kanui Bell from IHS. Both shared a bit about themselves and why they want to be our Data Chair. Ballots were distributed for voting. Erin was elected Data Chair. Congrats Erin!	Motions approved
PIC Governance	Vice Chair Kelly gave an update on the PIC Governance transition. Leadership is looking at hiring an outside facilitator to help the process as it is more complicated than first thought. Janet is still seeking more participants with the committee and they meet the first Tuesday of the month at 9m at AUW.	
External Requests	Chair Gannon discussed the need for PIC to have a process for outside entities to get a letter of support or other support or sponsorship. Chair Gannon put together and sent via email an overview of potential criteria and process for how to handle these requests. Often, the turnaround time is very quick so voting as a full membership is not realistic, but depending on the request may require different levels of approval. Several members noted that it may not be fair if one member asks for a letter of support and others do not know to ask for one – should be everyone or no one (same for GIA).	
2016 Year in Review and 2017	The Directors' Office is putting together four plans for fundraising, communications, operational and administration plans which will be reviewed by the EC and will be sent to the General Membership prior to the next meeting.	
Director's Report	Director Stasch disseminated a Director's Report via email.	
Chair's Report	Chair Gannon disseminated the Chair's report via email.	
Committee Reports	Chair Payton reported on the Advocacy Committee efforts and the materials were sent via email. <i>Motion: To add outreach to the PIC Priorities. Motion seconded.</i>	Motion approved.
Announcements	WH gave an update to its services and starting Feb. 1 only WH patients will be able to have their mail sent to Care A Van.	
Next Meeting	The next meeting will be February 21 at Central Union Church	
Minutes Prepared by:	Heather Lusk	