



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 June 2017 Meeting Central Union Church Honolulu 12:00 PM – 1:30 PM MINUTES

Agenda Topic		Outcome/Action
Call to Order & and Roll Call	Director Stasch started the meeting at 12:05. Introductions were conducted of new or visiting participants. Quorum was met.	
Approval of Minutes from April and May	Members reviewed the minutes. Correction: For the May minutes there are 6 open slots for the June election, not 5. The announcement about the Faith Summit will be added to the April minutes. <i>Motion: To approve the April minutes as amended with changes. Motion seconded. Motion: To approve the May minutes with changes.</i>	Motions Approved.
PIC Governance Charter Update	Chair Gannon reviewed the draft changes to PIC's Governance Charter that were discussed at the meeting in May. Marc reviewed the page of Governance Charter revisions that were shared via email prior to the meeting. The changes include: <ul style="list-style-type: none"> • Cleaned up formatting, corrected typos • Consistently reference Board of Directors • Added system-level performance measures and housing first philosophy to PIC objectives • Added preparing application for funds to PIC responsibilities section • Removed quarterly expenditure report requirement from CoC funded members' responsibilities, this monitoring function is the responsibility of planning and data committees • Added directors office section • Minor edits/clarifications to duties of officers section • Board of Directors <ul style="list-style-type: none"> ○ Allows for exception to the "one representative per agency" rule ○ Added Chair of the Communications 	Motion approved.

	<p>Committee position</p> <ul style="list-style-type: none"> ○ Made terms and term limits consistent for all positions: <ul style="list-style-type: none"> ▪ 2-year terms (except positions beginning July 1 will be 18-month terms) ▪ Limit of two consecutive terms ○ Added examples of compliance responsibility ○ Added responsibility to work with ESG sub-recipients to develop written standards ● Added Communications Committee section ● Expanded collaborative applicant responsibilities section ● Strengthened code of conduct and conflict of interest section <p><i>Motion: To approve the updated Governance Charter.</i> <i>Seconded.</i> Marc will send out the updated version in PDF.</p>	
<p>June Elections</p>	<p>Vice Chair Kelly honored the three current Board members who are leaving the Board (Heather, Marc and Greg) before reviewing the current candidates. There are six open slots for PIC Board members: Chair, Advocacy Chair, Planning Chair, Awareness Chair, Secretary and recommendation for Data Chair (to statewide data committee). The only contested election is the Chair, and members had a chance to hear from both candidates. Jon Berliner and Connie Mitchell.</p>	
<p>ESG Planning Input</p>	<p>Planning Chair McDonald thanked PIC members (esp. Leslie and Bill) and the City and County (Stacy) for supporting PIC’s feedback for the City’s Consolidated Plan Amendment. PIC is required by HUD to coordinate with the City for ESG (Emergency Solutions grant). PIC is recommending a yearly process to give input to the City as mandated. Please see attached overview.</p> <p><i>Motion: PIC supports amendment to the City detailing the consultation process between the City and PIC and making the above recommendations. Motion seconded.</i></p>	<p>Motion Passes.</p>
<p>HMIS</p>	<p>HMIS Administrator Carlos Peraro gave an overview of the new HMIS Household Listing Report with VI SPDAT Coverage and distributed a handout to explain how to do this. Carlos will be working with PIC and BTG on CES data quality and then analyzing the data and providing data briefs to PIC and the Planning and Data Committees. Allison from Carlos Peraro Consulting shared that they will be soon sending By Name Lists to agencies who will be required to clean up the lists as soon as possible as this will no longer be a function of the Case Conferencing process. Allison also noted that there will</p>	

	<p>be trainings coming up in the Summer. CPC is seeking to hire two new staff to help support agencies with HMIS so please contact Carlos if you are interested.</p>	
PIC Advocacy Survey	<p>Advocacy Chair Payton gave an overview of the PIC Advocacy Survey which is meant to gather the top priorities for PIC members. Hard copies were distributed and an e-version will be sent to the PIC email list.</p>	
Katy Miller presentation on Youth Homelessness	<p>Katy Miller, who is our region's representative for the United States Interagency Council on Homelessness. gave an update on the federal response to youth homelessness. Katy noted that we know the least about youth homelessness compared to other groups and getting better data is one of the core priorities moving forward (for example, better understanding LGBTQ youth and youth leaving foster care are at higher risk) and the second priority was building capacity.</p>	
Announcements	<p>Awareness Committee - the first batch of t-shirts are in and breathable this year for our outreach workers. You can buy them on the PIC website.</p> <p>Advocacy Committee will be analyzing the survey and putting together data points for the legislature.</p> <p>Chair Gannon thanked the membership for their support.</p> <p>Sharon from the City and County announced the new Homeless Help Cards which is now available.</p> <p>Planning Committee – Tom reported that PHOCUSED will be leading the CES for families in July.</p>	
Next Meeting	<p>The next meeting will be July 18 at Kapolei Hale.</p>	
Minutes Prepared by:	<p>Heather Lusk</p>	