



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.

Planning Committee Meeting June 27, 2017 MINUTES

Agenda Topic		Outcome/Action
Attendees	Tom (ASI), Erin (CCH), Kim (US Vets), Jay (AUW), Carlos (CPC), Allison (CPC), Natalie (PHOCUSED), Jen (PIC), Eric (PIC), Alex (PIC)	
Planning Budget	Collaborative applicant and Director's office should discuss with PIC Board the budget. FY 15 is the current grant year and we are moving into the FY 16 grant year. AUW will provide quarterly variance report to PIC Board of Directors. Quarterly review by Planning Committee	
CES Workgroup	<p>+ Formerly under Data Committee, Home Base, and Planning Committees oversight. Need now to have a separate time and date for meetings to discuss CES issues. Would have to change the charter again if a new committee were formed, so it should be a Workgroup under the aegis of the Planning Committee.</p> <p>+ Who needs to be represented on the committee.</p> <p>The CES administrator or the ED of the organization (only 1) HMIS Administrator Youth subpopulation provider Family subpopulation provider DV subpopulation provider Veterans subpopulation (US Vets – Kim) PIC Planning Chair (Tom) PIC Data Chair (Erin) State Homeless Programs Representative City Homeless Programs Representative Director's office (Chair) (Jen)</p> <p>Jen will identify and invite workgroup members</p> <p>Should HUD be involved? 211 is a referral source and not be considered for inclusion at</p>	<p>Formalized as an invitation only work group to meet monthly – the second week of the month until the beginning of 2018</p> <p>Day and time to be determined.</p> <p>Jen will identify and invite Workgroup members</p>

	<p>this time</p> <p>Tom moved and Natalie seconded. Motion passed unanimously.</p>	
Subpopulations Administrators	<p>Family – Phocused is almost under contract. Currently working with CPC on contract for training and assistance for families but keeping availability to other subpopulations somewhat open. Alex will send over the systems map of housing providers. Carlos indicated that there are approximately 15 family providers on Oahu. The matching and referral capability is not currently built in to HMIS. OrgCode P&PS need to be fleshed out and prioritization should be standardized according to those P&Ps BTG P&Ps are more generic and want to do only 2 subpopulations – individuals and families Discussion centered on how referrals will be made and what case conferencing should focus on. Tom expressed his desire to have weekly meetings of the Family providers to review the BNL. Discussion ensued regarding the purpose of those meetings. Alison suggested that the Executive Directors of the family providers be oriented to and trained on the HMIS methodology to produce the Family BNL before any decision is made to conduct weekly reviews of the BNL by the family providers.</p> <p>PHOCUSED will be producing and disseminating reports on how the referrals are moving.</p> <p>Singles – Jen and Eric have been working on the administration of the singles BNL. Eric leaving PIC on July 21. Jen will administer until a new VISTA volunteer comes on August 7 who will be trained to assist.</p> <p>Youth – Jen is meeting with youth providers to develop P&Ps</p>	<p>Executive Directors will meet for a training with CPC and PHOCUSED to work through the family CES process on July 6</p>
Monitoring	<p>+CES placements and non CES placements are to be monitored on a monthly basis as well as the % through side doors</p> <p>Future Planning Committee meetings should Start with a review of the monitoring.</p>	
Next Meeting	The next meeting will be July 25 at 11:30 a.m. at AUW	
Minutes Prepared by:	Alex Wade	