

BRIDGING THE GAP

The Hawaii Neighboring Islands' Continuum of Care (Hawaii, Kauai, Maui)

Board of Directors Meeting Minutes

August 5, 2020 – 9am-12pm

ZOOM Mtg.

Attendees: Hawai'i County: Brandee Menino, Hope Services Hawaii (BTG Chair)
Paul Normann, Neighborhood Place of Puna
Sharon Hirota, County of Hawaii
Toni Symons, Hawaii RISE
Rita Palma, Hawaii Island Home for Recovery

Kaua'i County: Makana Kamibayashi, Family Life Center (KCA Chair, BTG Vice Chair)
Melody Lopez, Catholic Charities Hawaii (KCA Vice Chair, BTG Secretary)

Maui County: Maude Cumming, Family Life Center (BTG Past Chair)
David Nakama, County of Maui
Thelma Akita-Kealoha, Catholic Charities Hawaii (Chapter Chair)
Monique Yamashita, Ka Hale A Ke Ola (Chapter Vice Chair)

HMIS Lead/CA: Carlos Peraro, Ka Mana O Na Helu
Alison Hinazumi, Ka Mana O Na Helu
Judy Ishida, Ka Mana O Na Helu

Guests: Scott Morishige, Governors Coordinator on Homelessness
Chris Pitcher, HUD TA
Chrissy Ishida, DHS Homeless Programs Office

Members Absent:
Adam Roversi, County of Kauai/Ashton Varner, County of Kauai

Guest Absent:
Denise Iseri-Matsubara, Executive Director, Hawaii Housing Finance & Development Corporation

Recorder: Melody Lopez

BRIDGING THE GAP

**The Hawaii Neighboring Islands' Continuum of Care (Hawaii, Kauai, Maui)
Board of Directors Meeting Minutes
August 5, 2020 – 9am-12pm
ZOOM Mtg.**

Agenda Topic	Discussion	Outcome/ Action
Meeting date	Monday 8/5/20 via ZOOM 9am-12am	
Welcome & Housekeeping	<p>1. Introductions: BTG Chair Brandee Menino conducted roll call and having determined quorum was met, called the meeting to order at 9am. Attendees introduced themselves for the record.</p> <p>2. Review and approve meeting minutes of July 1, 2020.</p> <p>3. Ratification of approval to CES Policy change sent via email (David)</p>	<p>Quorum Met</p> <p>Moved David Second Sharon</p> <p>Minutes Approved</p> <p>Moved Maude Second Sharon</p> <p>Approved CES policy changes</p>
County Check- in/COVID	<p>1. Kauai</p> <p>a. CoC local Chapter will continue to need technical assistance for Coordinated Entry with Ka Mana O Na Helu through September and/or till Ashton is able to take over convener position with the necessary training/understanding of CES.</p> <p>b. Kauai Outreach collaboration efforts with County and all agencies providing outreach, not just CES. Meeting 1x/month to discuss roles, outreach efforts, and ways to collaborate. 2 meetings thus far. Working on clear understanding of CoC and CES.</p> <p>d. SPDAT Training with OrgCode. Contact Lindi if interested. September 1,9, 10, 11 online training 9:30am-12pm.</p>	<p>Alison (KMNH) agreed to continue to be CES convener for Kauai County.</p> <p>SPDAT trainings-sign up with orgcode or contact Lindi</p>

BRIDGING THE GAP

**The Hawaii Neighboring Islands’ Continuum of Care (Hawaii, Kauai, Maui)
Board of Directors Meeting Minutes
August 5, 2020 – 9am-12pm
ZOOM Mtg.**

	<p>2. Maui</p> <ul style="list-style-type: none"> a. County Project, currently 14 units occupied. b. FLC Maui HOME funds. Anticipate CBDG and ESG CARES funds as well. c. Maui challenges with outreach “charity focus”. Other counties face similar challenges. BTG to work on Advocacy and Awareness to address using data. Focus on Permanent Housing, not charity or shelter. Continue to be steady, have visual handouts. Scott willing to assist. <p>3. Hawaii Island</p> <ul style="list-style-type: none"> a. Hawaii Community Assets applied for CARES Act-County as a hui of organizations, will HOPE Services will provide rent/mortgage assistance, another agency will provide utility assistance. b. Homeless Awareness Month November-Big Island will be doing a campaign. Work with other interested counties. c. Expanding capacity for shelters Kalamaku micro units in Kona. Reopening Hale Halakahi micro units in Hilo d. Dedicated women’s shelter on east side. e. Increased shelter beds 18 SRO’s at old Hilo Hospitals 	<p>Advocacy and Awareness Committee will work together on a presentation to community.</p>
<p>State CARES Rent Relief Program</p>	<p>1. Guest was scheduled to attend, but did not make it after all. Invited Denise Iseri-Matsubara, Executive Director, Hawaii Housing Finance & Development Corporation (HHFDC).</p> <ul style="list-style-type: none"> a. BTG Chair shared that providers Catholic Charities Hawaii and Aloha United Way were awarded the Statewide contract. 	
<p>Governor’s Coordinator – State Updates</p>	<p>1. Guest: Scott Morishige</p> <ul style="list-style-type: none"> a. Ask BTG and Counties utilize and prioritize State HHFDC first due to time limit. Divert those with mortgage to programs coming up that can assist. State program on rent from August forward. b. DOH statewide coordination 	

BRIDGING THE GAP

The Hawaii Neighboring Islands’ Continuum of Care (Hawaii, Kauai, Maui)
 Board of Directors Meeting Minutes
 August 5, 2020 – 9am-12pm
 ZOOM Mtg.

	<ul style="list-style-type: none"> i. Emergency support function 8 DOH assess from a health perspective. Ask for assistance in gathering client feedback. Help inform what needs are for COVID from client perspective. c. Advocacy/Awareness. Request for budget priorities, advocate with Senator Shatz office. d. Messaging-weekly zoom webinar w/ DOH. Highlighting different aspects of homelessness work being done. Example of outreach collaboration efforts. e. Monday at 12pm-opening for potential speaker 	<p>Advocacy: Refer to Scott’s email</p>
<p>S3+ Consulting – HUD COVID TA</p>	<ul style="list-style-type: none"> 1. Guest: Chris Pitcher, Regional Coordinator. HUD Technical Assistance Ended in March, then restarted in March due to Covid. <ul style="list-style-type: none"> a. 3 levels, S-1: Honolulu, S2: CMNI, S3: BTG b. Offering Intensive Workshops: 5-week period. 1x/week. Start week of Aug 31. Do you want to join? Ask Chris. Curriculum shared. c. BTG invited to attend, it is voluntary. 	<p>Contact Chris if interested.</p> <p>Brandee to forward full descriptions to BTG.</p>
<p>DHS Homeless Programs Office – Chrissy Ishida</p>	<ul style="list-style-type: none"> 1. Handout: SNAPs-Shots 2. Handout: Electronic Code of Federal Regulations (eCFR) Title 2 Subtitle A Chapter II Part 200 Subpart A (Acronyms and Definitions) 3. Handout: OMB Guidance: 200.330 Sub recipient and contractor determinations 4. HUD AAQ #161978 <p>Shift from “Contracts” to “Sub recipient Agreements” requiring consultation with Deputy Attorney General, modifications to existing forms, and overall redevelopment/structuring of prior drafted documents. Execution date projected to be prior to the end of August or early September at the latest.</p> <p>Question: Timeline as it is decreasing from 1 year to 7 months. Answer: Round 1 changed to 7/10/20-7/9 2021, including pre-award back to 3/27/2020. Additional HUD guidance forthcoming that may permit pre-awards prior to 3/27/2020.</p>	<p>Discuss with KMNH directly.</p>

BRIDGING THE GAP

**The Hawaii Neighboring Islands’ Continuum of Care (Hawaii, Kauai, Maui)
Board of Directors Meeting Minutes
August 5, 2020 – 9am-12pm
ZOOM Mtg.**

<p>Ka Mana O Na Helu Alison Hinazumi & Carlos Peraro</p>	<ol style="list-style-type: none"> 1. Rapid Re-Housing Policies <ol style="list-style-type: none"> a. Assisting COFA/Immigrants highlighted and will be shared with HUD. 2. HMIS Activities: <ol style="list-style-type: none"> a. Auto exit and outreach functionality <ol style="list-style-type: none"> i. For outreach providers-new dashboards and functions. ID who is going to be exited. Custom functionality. • Provider asking to extend the 3-month time frame for exits. Further discussion on topic needed. a. VI SPDAT and SPDAT <ol style="list-style-type: none"> i. VISPDAT version 3, training on orgcode website and available on HMIS beginning October. ii. Full SPDAT will be available in HMIS in December. iii. Train the trainer for SPDAT next step. iv. Regular scheduled SPDAT training November 23, 26, 30 and December 7th at 9am Hawaii time. \$900. 3. PSH/Housing First Policy and Procedures to be worked on next by KMNH. 4. Emergency Solutions Grant – Round 1 Update 5. CoC Expenditures report as of 7/27/20. There will be monthly chart for agencies to complete and include projections/remedies. 6. Website and dashboards <ol style="list-style-type: none"> a. Site will be live 8/6/20. BTG to review and provide feedback. b. Revamped and updated content, visually appealing and easy to navigate, added partner’s logo’s. 	<p>Moved Maude Second Thelma</p> <p>BTG Board Approved RRH Policies</p> <p>New Website live 8/6/20 KMNH to email website to BTG board.</p>
<p>Committee Reports</p>	<ol style="list-style-type: none"> 1. Advocacy/Awareness Committee – Monique Yamashita & Paul Normann <ol style="list-style-type: none"> a. Statewide Awareness Conference: PIC and CC of Honolulu ask BTG to co-host. Due to Covid conference will be Virtual. BTG decided unable to be involved in 	<p>Brandee to provide response to PIC.</p>

BRIDGING THE GAP

The Hawaii Neighboring Islands' Continuum of Care (Hawaii, Kauai, Maui)
Board of Directors Meeting Minutes
August 5, 2020 – 9am-12pm
ZOOM Mtg.

	<p>planning, will share information with local chapters/members so they may attend.</p> <p>b. Communication regarding data for each county. Monique to provide meeting date/zoom invitation.</p> <p>2. CES Oversight Committee – David Nakama</p> <p>3. HMIS Data Committee – Maude Cumming</p> <p>a. Working on forms online to make easier especially for Covid. Discussion on HMIS sharing consent form- can we update to include programs.</p> <p>4. Planning Committee – Carlos Peraro</p> <p>a. NOFA delayed</p>	
Next Agenda	Agenda items to be sent to Brandee before next meeting.	
Next Meeting	<p>Monthly meetings on the first Wednesday's 9am-12pm via Zoom.</p> <ul style="list-style-type: none"> • Sept 2 • Oct 7 • Nov 4 • Dec 2 	<p>Monthly Meetings will be First Wednesdays 9am-12pm via Zoom</p>
Wrap Up & Adjourn	Meeting adjourned at 12:08pm	