

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

Oct. 4th, 2022 – 9am-12pm

Meeting ID: 847 7243 4010

Hawai'i County:	1 9 2 3	Brandee Menino, Hope Services Hawaii (BTG Advisory, Chapter Co-Chair) Paul Normann, Neighborhood Place of Puna (BTG Vice-Chair, Chapter Co-Chair) <i>joined 9:13am</i> Sharon Hirota, Hawaii County Rep Tony Symons, Uluwini Family Assessment Ctr
Kaua'i County:	4 5 X	Makana Kamibayashi, Family Life Center (BTG Co-Secretary, Chapter Chair) Melody Lopez, Catholic Charities Hawaii (Chapter Treasurer) Ashton Varner, Kauai County Rep (Chapter Vice-Chair)
Maui County:	6 8 7	Maude Cumming, Family Life Center (BTG Chair, Chapter Vice-Chair) Thelma Akita-Kealoha, Catholic Charities Hawaii (BTG Co-Secretary, Chapter Chair) <i>joined 9:12am</i> David Nakama, Maui County Rep
HMIS Lead / Collaborative Applicant:		Carlos Peraro, Ka Mana O Na Helu Alison Hinazumi, Ka Mana O Na Helu <i>joined @ 9:21am</i>
Guests:		<ul style="list-style-type: none"> • Scott Morishige (OHHS) • Harold Brackeen III (HPO) • Mary Nakooka (KHAKO-Maui-MHA) • Kurt Schmidt (KHAKO-Maui-MHA) • Chris Molina (LT-Kauai-KCA) • Dr. Kelly (FLC-Maui-MHA) • Dorene Pacheco (MHK-Maui-MHA) • Naomi Crozier (MHK-Maui-MHA) • Monique Ibarra (KHAKO-Maui-MHA) <i>joined @ 9:18am</i> • Members Present: 10 of 10 @ 9:04am <li style="text-align: right;">• Recorder: T. Akita-Kealoha

Agenda Topic	Discussion	Outcome/ Action
Meeting Date	Wednesday 10/4/2022 via Zoom, 9am-12pm Site: https://us02web.zoom.us/j/84772434010 Meeting ID: 847 7243 4010	
Welcome & Housekeeping	<p>1. Introductions: BTG Chair Maude Cumming conducted roll call and having determined quorum was met, called the meeting to order at 9:04am. Roll call conducted, 10 of 10 members present.</p> <p>2. Review and approve BTG 9/4/2022 Meeting Minutes. (<i>Minutes emailed to the group 10/3/22 for review</i>)</p>	<p>1. Quorum Met, Meeting Called to Order @ 9:04am</p> <p>2. Approval of 9/7/22 BTG Meeting Minutes with revisions Motion: Makana. 2nd: Brandee M. Vote: Approved 8/3/22 BTG Minutes</p>
GCH: Scott M.	<ul style="list-style-type: none"> • No specific updates 	

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	<ul style="list-style-type: none"> • CIS – met with MedQuest, get more concrete guidance – Madie Silverman, meeting next week and come back with a little more clarity. • DOT – doing clean-up, notice sent late – one week notice (Maude, David). David confirms that DOT communication not great although do communicate with Jun Yang. Feels like those involved feel there not a need for coordination for these clean-ups. DOT/DLNR communication can be an advantage to get dates in advance since there are the lead in charge, thinking maybe having a stronger relationship with these departments on island may help improve these communication and notices. Is there particular people we can we appeal to and build a relationship with? Scott is advocating for more advance notice for neighbor islands, will work with Jun to see who the point of contact is for each island, will share at our next meeting. David Nakama will attempt to reach out to DOT personnel on Maui. Disadvantage because these departments don’t understand the importance of notifying organizations especially since some members of the community are critical of the timing and notices are not satisfactory with these members. Concern that the change in administration may change the focus of this issue and maybe counties won’t have any notice. HICH doesn’t often have DOT/DLNR representation at the meetings but have been providing updates, trainings (overview of homelessness and points of contact) to these departments but have been more successful with DLNR than DOT. Hawaii Island not on the schedule right now, Kauai at some point is scheduling something for Kapaa, DHHL in Anahola area, not sure when yet. Concern over focusing on long term planning. 	
HPO-Homeless Programs Office – Harold Brackeen III	No updates at this time <ul style="list-style-type: none"> • 	
Advocacy/Awareness Committee – Brandee Menino	Nov 18 homeless conference event <ul style="list-style-type: none"> • Links are in the chat • Hawaii Island hosting an event on 11/15 • Conference on 11/18 • Meetings on 11/17 and 11/19 	
CES Oversight Committee	<ul style="list-style-type: none"> • No updates to report at this time 	

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<p>HMIS Data Committee: Carlos</p>	<ul style="list-style-type: none"> • Executed next month, work as outlined in agreement, will send to Cynthia by next board meeting in Nov (DHHL Agreement) • Auto exits, extension of exits if no activity. Can discuss now to do an ad hoc committee to discuss – thoughts? Group seems open since the staff will have less pressure, it would be helpful – right now it is 90 days. Expectation is seeing people once a month, not 6 months due to other organizations that do not have the same restrictions (Alison) – especially those who are not under the same restrictions, may increase issues if extension is too long (organizations need to be accountable to deadlines). Maude suggests to revisit this issue in November. Task this to the data committee for further discussion with three main outreach providers. 	
<p>KMNH-Ka Mana O Na Helu</p>	<p>HUD EHV</p> <ul style="list-style-type: none"> • Continued progress of the lease-up • Maui 37% • Hawaii 26% <p>Their county has already advocated to keep vouchers, implemented LL incentives, active LL recruitments, vouchers issued for 120 days then extended for an additional 30 days, can be extended due to new construction. May be processing more than the 110 current vouchers.</p> <ul style="list-style-type: none"> • Kauai% 36% • Gather up HMIS forms, upload to shared files - missing a number of forms • Recapturing of vouchers (Maude), will we be losing vouchers due to not being 100% leased up - doesn’t look like 100% lease-up but attempting to get issuance of vouchers, HUD will likely not take away vouchers if those are already issued even if not leased up (Alison), potential Dec deadline. Input from Counties will be appreciated and important. • Counties should start to issue vouchers because of implications for the future if program is extended and more vouchers are offered for each county. Some counties are lagging behind so need to encourage issuances. <p>Special NOFO Update Discussion:</p> <ul style="list-style-type: none"> • Working on this now – complete application is due to HUD 10/20/22 • Completed the evaluation, announced awards for rural set aside and unsheltered sent out last Wed • Got ranking, working with providers to get attachments and narrative to get everything together and submit by the deadline 	

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	<ul style="list-style-type: none">• Got a call from Weinberg, expectation is check will be received this week• Will post within 48 hours of deadline, CoC application with some of the attachments, priority listings, (amounts, projects, organizations ranking, organizations to website by 10/18/22• List of projects sent out by email – sent last Wed to the entire BTG Board• Three year grant terms for the amount of award• Discussion of projects<ul style="list-style-type: none">Rural set aside – HOPE acquisition (purchase a 7 or 8 unit apt building) , HIHR PSH expansion – converting transitional existing units to PSH (singles/SROs -10 units), submitted for 10 units through regular NOFOHOPE - enhanced street outreach – additional workers, vehicles, contracting out Hawaii Island Community Health Center to increase street medicine for Kailua Kona Maui – street medicine, partnership with County, Community Clinic and FLC Outreach. The bulk of the funding will go towards medical personal with a training component added. Better access to determining/documenting disabilityKauai – no applications/proposals <p>NOFO:</p> <ul style="list-style-type: none">• Discuss FY 2022 CoC Program Competition, everyone who applied was renewed, one organization did not reapply for funds, only two new projects (HIHR)• Feels like losing organizations affects overall points and capacity, this should be an on-gong discussion for the BTG board. If organizations are not applying for funding it would be good for the BTG Board/local chapters to know in advance so plans can be made as to how to address whether program can be transferred to another agency or to a new potential organization and expand capacity on the different islands• Not many applications for new projects, disadvantage for BTG and affects capacity. This needs to be an on-going discussion• Sharon - Hawaii Island attempting to encourage new organizations to apply, looking for opportunities – Outreach capacity (process, opportunity for them to provide technical assistance to encourage others to apply).• Brandee – have assisted organizations through this process, shared own proposals to help build capacity on Hawaii Island. Need to work locally on each island to build capacity, what are we each doing as a CoC, do we need to find funding options to build the capacity, find matching funds for CoCs?	
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- Mel – looking at system, gaps – need to build capacity on Kauai and is willing to support the increase, what are the barriers: how does it affect programs to apply, barriers for agencies, the process is very complex? People do need help, support, funds used for – capacity building, funding the correct areas, matching funds – private grants might be barriers as well. Willing to assist in this process.
- Maude – had a presentation on NOFO during MHA meeting, encouraging organizations to start reading the NOFO. Important for BTG Board read the NOFO so everyone can participate. It's impossible during the process to address people's questions and address the NOFO process, especially during the last two weeks of the NOFO process. Can put out general knowledge of process, but letting everyone at the MHA level know that our BTG website has a wealth of information, always direct folks to the website.
- Harold – building capacity, encouraging others to get involved is an on-going topic, when NOFO drops there is never seems to be enough time to address this. Regular on-going trainings using the current year's NOFO as the training tool and have interested partners and organizations attend, read, understand, have the opportunity for Q & A, then list organizations/programs, look at some of the past proposals. KNMH can participate RFP expectations, so providers have practical tools/information plus ensure that new and current organizations can work to be successful and supported. Pull resources together from various perspectives, HPO also willing to participate. Maybe this way we stand a better chance of building capacity.
- Alison/Carlos – Maui County has been helpful with matching funds, can we do this on Kauai as well to help with the capacity building, matching funds so folks can apply for the NOFO funding? Missing DV organizations, this is an area of capacity building. Reading the NOFO and application will build a basic understanding.

BTG Website:

- Dashboard created (family homelessness), Active Homeless Families on neighbor island dashboard, level of family homelessness, create additional dashboard, automate some of the processes, extend some of the support. Level of homeless families that are active with BTG, interactive use, included filters by county, charts, program type, organizations – pretty up to date information. Included some statistics,

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	<p>unduplicated over project types, included demographics, initial HMIS date, RRH enrolled but not placed into housing</p> <ul style="list-style-type: none">• Expanding to individuals and then veterans, welcome feedback• Homeless service utilization report will turn into a set of additional dashboards, make it more dynamic• Added to about BTG section – points from NOFO, add membership for local chapters <p>HMIS reports</p> <ul style="list-style-type: none">• Homeless families' dashboard as the first HMIS family intake of family individuals. To help identify who those families are.• August reports have been finalized and posted• Moving forward from month to month – around reporting – length of stay, (pg 5 in particular) report for stayers, some of the ESH projects have long lengths of stay. Want to work/strategize with projects to reduce this and develop plans with chapters. Work with NOFO Chapter chairs to develop plans to work with organizations, ways to improve efficiency, to house some of households/facilitate movement within projects (people are not on the BNL – why?) , look at what's happening every two or three months – review reporting, trends, provide updates of what's been done at the local chapter. This also decreases our NOFO scores decreasing our total funding availability.• CES County conveners have access to length of stay dashboards since not all clients in shelters are not on the CES by name list. Running monthly reports for each program to review clients, BNL, LOS, reviewing VISPDATs and updating. More discussion at next board meeting in November. CES meeting, review policy and procedures.• PSH – flow, number of vacancies (unused beds), Steadfast has 7 PSH units available but not filled. Working with 4 active referrals. No staff on Maui, what are we going to do as an organization, HOPE, FLC, HIHR. Working to maximize to utilize resources. Looking for strategies, plans. Access points may not be identifying accurately for PSH, many organizations are only doing specific services and do not identify homeless individuals accurately.• Appoint committees to assist with these so no one organization needs to be responsible for this task <p>P & P's Street Outreach:</p> <ul style="list-style-type: none">• Review and revise to assist with, continue at the next BTG Board meeting	
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	<ul style="list-style-type: none"> • Finalize at the end of the year, have a draft but need to have an ad hoc meeting for street outreach perspective (FLC. HOPE Svcs) <p>Point in Time Count 2023</p> <ul style="list-style-type: none"> • Dates: count - 1/23-1/28, night of Sunday 1/22/23 • Continue to do PITC the same way as past years (BTG) • GIS location (Sharon). Live data entry last year (outreach) not at the location when reviewing the data but done at the admin facilities and thus not widely used. Real time outreach data collection, staff need to be more comfortable with this process and higher utilization, 80% not used live last year. <p>Healthcare Plans</p> <ul style="list-style-type: none"> • Lots of inquiries to access to CES, HMIS requests by individual managers, employees of healthcare providers who assume the process is the same for PIC and BTG. The conversations have been very confusing at least on Maui (Maude), already asked them to review BTG website, questions about access to vouchers. (Brandee) act as partners, when folks are eligible – connecting them to client and service coordinator, qualified, work and stay engaged with service coordinator. They do not attend CES meetings, HOPE acts as housing navigator. • May be BTG hosting an introductory to BTG, BTG 101 virtual meeting to all managers, directors, individuals will assist with understanding, consistency and continuity. Unsure of what this will look like yet, target audience – committed staff of each provider who will be able educate employees in the field (housing navigators, case managers included). Maybe this can be a session at the Statewide Conference in November. 	
<p>Updates:</p>	<p>Hawaii:</p> <ul style="list-style-type: none"> • County resources and process taken to gather community and provider input. Strategic road map to present to County Council. • Office of Housing will continue with Iain’s plan, although did get some negative feedback • RPF proposal in Oct with contract out early January, PSH and housing with supports are priority and housing with supports – rated the highest with 13 priorities • Launching Hawaii Housing month, communication, strategy, social media posts throughout November. Focus on housing to address chronic homelessness 	

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	<p>Kauai:</p> <ul style="list-style-type: none"> • Housing/homeless connect slated for November • KCA events on Kauai for Hunger and Homeless Awareness <ul style="list-style-type: none"> • Nov 14 – Mayor’s Proclamation for the month of November • Nov 14 – KCA HAW Sign Waving • Project Housing Connect (2 locations) <ul style="list-style-type: none"> • Nov 16 – Westside • Nov 17 – Central • KCA By-Laws revision sent to Chapter members and will be voting on this next meeting. Will forward to Carlos once ratified. <p>Maui:</p> <ul style="list-style-type: none"> • Hunger/Homeless Awareness week in November includes: <ul style="list-style-type: none"> Proclamation on Monday Sign waving on Tuesday Candlelight vigil on Wednesday Resource Fair on Thursday hosted by Salvation Army at UHMC • Review of NOFO and process at the last MHA meeting, encouraging participation • Safe Parking project (proposed by County Council), not endorsed by MHA – recommended use of funds elsewhere. Will be at the Cameron Center and there is a delay in start up date – considered a pilot project. None of the homeless providers were consulted for this project. • County also decided to purchase Lahaina apts to prevent eviction and homelessness of current residents due to rental increases 	
Adjournment:	Meeting adjourned @ 11:56am	Adjourn 11:56am
Next Meeting:	Next BTG Meeting, <ul style="list-style-type: none"> • Wednesday, 11/2/2022 • 9am-12pm, via zoom 	