



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

Board of Directors Meeting Minutes

November 1, 2023 from 10-11am

Join Zoom Meeting

<https://us02web.zoom.us/j/84772434010>

Meeting ID: 847 7243 4010

One tap mobile

+16699009128,,84772434010# US (San Jose)

+12532158782,,84772434010# US (Tacoma)

Hawai'i County:	1 2 3	Brandee Menino, Hope Services Hawaii (BTG Chair, Chapter Co-Chair) Paul Normann, Neighborhood Place of Puna (BTG Vice-Chair, Chapter Co-Chair) Sharon Hirota, Hawaii County Rep
Kaua'i County:	4 5	Makana Kamibayashi, Family Life Center (BTG Chair, Chapter Chair) Farrah Aquino, Kauai County Rep (Chapter Vice-Chair?)
Maui County:	6 7 8 9	Maude Cumming, Family Life Center (BTG Past Chair) Thelma Akita-Kealoha, Catholic Charities Hawaii (BTG Co-Secretary, Chapter Chair) Dr. Kelly, FLC, Chapter Vice-Chair Chris Kish, Maui County Rep
HMIS Lead / Collaborative Applicant:		Carlos Peraro, Ka Mana O Na Helu Alison Hinazumi, Ka Mana O Na Helu
Guests:		<ul style="list-style-type: none"> • Sue Sadeki – KHAKO (Maui) • Christy Lungo, Mental Health Kokua, Hawai'i County <p>1. Members Present: 9 of 10 @ 10: 06 am Recorder: Thelma Akita-Kealoha</p>

Agenda Topic	Discussion	Outcome/Action
Meeting Date	Wednesday November 1, 2023 via zoom, 10:06 am – 11:11am Site: https://us02web.zoom.us/j/84772434010 Meeting ID: Meeting ID: 847 7243 4010	
Establish Quorum	Roll call conducted - 9 out of 10 members present	Quorum met
Welcome & Housekeeping	<p>1. Moment of Silence in honor of former KCA rep Frederick Constantino</p> <ul style="list-style-type: none"> • Makana expresses her appreciation for his work, he'll be missed. Worked for CCH for a few years 	Brandee Menino, BTG Chair

	<p>and worked in most of the programs at CCH, was patient and kind.</p> <p>2. Introductions</p> <ul style="list-style-type: none"> • Sue Sadeki, KHAKO • Christy Lungo, MHK <p>3. Review and Approve Minutes</p> <ol style="list-style-type: none"> a. Approve July 5th, 2023 Board Meeting Minutes compare July to August for changes to document b. Approve September 6, 2023 Board Meeting Minutes c. Approve October 4, 2023 Board Meeting Minutes 	<p>Thelma Kealoha, BTG Secretary Defer to Dec 6, 2023</p>
<p>HMIS Access</p>	<p>REQUEST from Maui Homeless Alliance:</p> <ol style="list-style-type: none"> 1. Approve Project Vision access to BTG’s HMIS for the coordination of services <ol style="list-style-type: none"> a. Motion to give Project Vision access to HMIS? b. Discussion: <ol style="list-style-type: none"> i. Paul is asked if there a mechanism set up to have a conversation with the organization and/or withdraw access. CAP has a policy approved for this, willing to share. Paul offered to share the document they developed (Final Access point document) for this purpose for this purpose from lessons learned and granting access to other organizations. ii. Maude expresses concern due to the fact that only 2 people attended the CES training from their organization. Clients are exiting out of outreach at FLC and entering into Project Vision’s Puuhonua o Nene, there is concern that this may disrupt the quality of data for clients and may impact the quality of data. iii. Brandee is suggesting adding a language about HMIS access in “good standing”, can we define what is “good standing” – identify a member who is a leadership position to represent the organization and attend at least 75% of the local chapter meetings. iv. PV identifies a person in leadership and attends 75% of the meetings. Define leadership – who is the current leadership on island since many orgs have CEOs – EDs are on Oahu. Since meeting are virtual it is a little easier to have leadership attend. Amendment to motion: Can we add this to this vote approved on that condition. v. Sharon – what is the source of funding, can we request this put into the contract with DHS vi. Alison/Carlos – participation agreement signed and they are in alignment with BTG’s policies and procedures. Approve access without condition for today and then reworking the conditions and update the policy and send this out to all organizations. It is being portrayed that BTG is holding the access. vii. Decision to give them access with the understanding they will remain in good standing, BTG to review policies to make changes to include definition of good standing and revoking access to HMIS. viii. Sending Darrah and Catherine Betts an email about who will be attending meeting, cc Maude and Dr. 	<p>Thelma Kealoha, MHA Chair</p> <p>Thelma motions Paul, second Motion carries</p>

	<p>Kelly</p> <p>ix. Chris Kish stated that DHHC is has requested a copy of the contract that Project Vision has with the State/DHS in order to understand what has been committee, outcomes expected etc. To date DHHC has not received a response to the request. an execution of the contract from Project Vision but no contract seen yet, Chris will follow-up in another meeting. BTG’s definition of good standing the same across the Balance of State.</p>	
Committee Report Updates	<ol style="list-style-type: none"> 1. Governance/Executive (Brandee) <ol style="list-style-type: none"> a. State Homeless & Housing Conference <ol style="list-style-type: none"> i. PIC Legislative Priorities (see attachment) ii. Housing with support whether PSH or housing with supports, stabilizing in their homes. b. BTG – transitional housing (Kauai and HIHR) c. Homeless Point in Time Count 2024 d. PIC/BTG Policy Priorities Considerations (attached) 2. Advocacy/Awareness (Paul) 3. CES Oversight Committee (Makana) 4. HMIS/Data (Maude) 5. CoC Planning (Vacant) 	<p>Committee Chairs</p> <p>Paul motions to accept priorities, Chris second Motion carries</p> <p>Defer to next meeting on December 6, 2023</p>
Collaborative Applicant & HMIS Administrator	<p>Special NOFO Update</p> <ol style="list-style-type: none"> 1. Maui Grant agreement very close to be executed. KMNH will be reaching out for new project set up 2. Brian – Hawaii Island any news or updates 3. First report is due in January <p>Homeless Point in Time Count 2024</p> <ol style="list-style-type: none"> 1. PIT Discussion deferred to 12/6/23 	<p>Alison Hinazumi & Carlos Peraro, Ka Mana O Na Helu</p>
County Updates & Announcements	<ol style="list-style-type: none"> 1. Chris Kish asked if HOPE Services or anyone working with the Lava disasters worked with St Vincent de Paul or know anything about their organization since they will be our Master Contractor for the DCM grant? 2. Maude mentioned there is a data sharing agreement with American Red Cross and BTG, ARC shares information with BTG. 	<p>Deferred to 12/6/23</p>
	<p>Next Steps & Adjourn</p> <ul style="list-style-type: none"> • Next Mtg Scheduled for December 6 from 9am • Adjourned 11:11am 	<p>Brandee Menino, BTG Chair</p>