

## MINUTES

### Data & CES Oversight Committee

Wednesday, April 30, 2025 from 2:00-3:03 p.m.

Via Zoom Meeting

In Attendance:

Hawaii County	Yes Yes	Brandee Menino (BTG Chair, CAP VC) Sharon Hirota (County Rep)
Kauai County	Yes	Makana Kamibayashi (BTG VC, KCA Chair)
Maui County	Yes Yes	Maude Cumming (MHA Chair) Sue Sadecki (MHA VC, BTG Secretary)
HMIS LEAD /Collaborative Applicant	Yes Yes	Carlos Peraro (Ka Mana O Na Helu) Alison Hinazumi (Ka Mana O Na Helu)
Scribe	Yes	Beth Murph (Ka Mana O Na Helu)

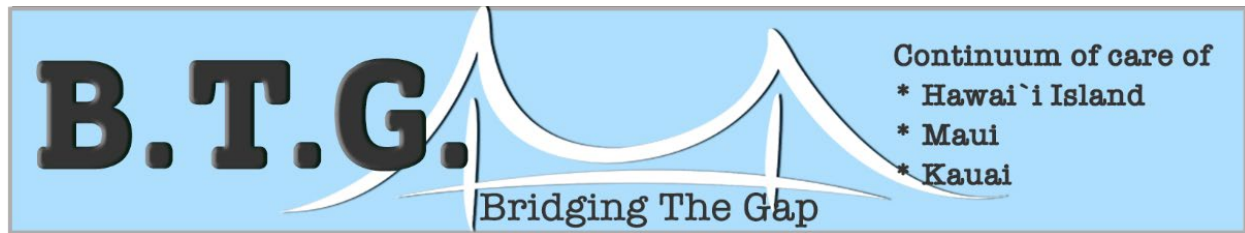
Call to Order	<p>Welcome</p> <ul style="list-style-type: none"> <li>HMIS Data/CES Meeting called to order at 1:30 p.m.</li> </ul>	Maude Cumming, Data/CES chair called the meeting to order.
Homeless Verification Letter (HVL)	<ul style="list-style-type: none"> <li>Who can provide HVL's for HPO funded projects and non-HPO funded projects</li> <li>HPO funded projects are not funded to provide HVL's, this is a part of their street outreach and shelter services for their program participants.</li> <li>The HVL is not a stand-alone service.</li> <li>More education is needed for those asking for an HVL.</li> <li>The DMV is now asking for HVLs – no restrictions on which agencies can provide these. BTG is not involved in the DMV HVL process</li> </ul>	Action Item: Someone will look for the HPO wording for HVL in current contracts
Project Vision	<ul style="list-style-type: none"> <li>Building a 60-unit Kauhale in Maui. Timeline is uncertain as different dates have been provided by different sources.</li> <li>Still have 71 HHs (74 people) in PVH Pu`uhonua shelter as of 4/30/25.</li> </ul>	Action Item: Maude will send an email to Director Yamane, asking who is responsible.

	<ul style="list-style-type: none"> <li>Who is decommissioning the shelter- Project Vision or Home Aid?</li> </ul>	
Policies & Procedures	<p>What are Access Point responsibilities?</p> <p>The group made line-by-line changes to the BTG P&amp;Ps:</p> <ul style="list-style-type: none"> <li>D. Access Points and</li> <li>E. Housing Providers</li> </ul> <p>Changes are red lined in the P&amp;Ps.</p>	
Adjourn	Meeting ended at 3:03 p.m.	

Submitted by:

Beth Murph

Ka Mana O Na Helu



## MINUTES

### Planning & Organizational Development Committee

Wednesday, April 30, 2025 from 1:00-1:30 p.m.

Via Zoom Meeting

In Attendance:

Hawaii County	Yes Yes	Brandee Menino (BTG Chair, CAP VC) Sharon Hirota (County Rep)
Kauai County	Yes	Makana Kamibayashi (BTG VC, KCA Chair)
Maui County	Yes Yes	Maude Cumming (MHA Chair) Sue Sadecki (MHA VC, BTG Secretary)
HMIS LEAD /Collaborative Applicant	Yes Yes	Carlos Peraro (Ka Mana O Na Helu) Alison Hinazumi (Ka Mana O Na Helu)
Scribe	Yes	Beth Murph (Ka Mana O Na Helu)

Call to Order	<p>Welcome</p> <ul style="list-style-type: none"> <li>• Brandee Menino and Maude Cumming were late.</li> <li>• Planning Meeting was informally called to order at 1:00 p.m.</li> <li>• While waiting for Brandee and Maude, Alison asked the group about finding a time that works better for everyone. Makana noted that mornings seemed better in the past.</li> </ul>	<p>Makana Kamibayashi, planning committee chair called the meeting to order.</p> <p>No consensus on better meeting time.</p>
Steadfast Grant Discussion	<ul style="list-style-type: none"> <li>• EHA is coming to an end.</li> <li>• Steadfast must continue to house clients through 10/31/25, although she had mentioned closing in September.</li> <li>• They are delinquent in drawing down funds and were reminded to get caught up.</li> <li>• Strategy needed to move/transfer clients, at the appropriate time, from</li> </ul>	

	<p>Steadfast to another Provider per the following requirements:</p> <ul style="list-style-type: none"> <li>○ All paperwork to document eligibility</li> <li>○ All new Provider consent forms</li> <li>○ Currently housing 11 HH – now show 8 of the HH are chronically homeless</li> <li>○ Transfer from CoC PSH to another CoC PSH Provider is allowed.</li> <li>○ EHA must be caught up on draw-down of funds.</li> </ul>	
Upcoming NOFA Dates	<ul style="list-style-type: none"> <li>• Sharon Hirota asked about the timing of the local RFP and timing of contract release for the future NOFA/s.</li> <li>• Carlos answered that the FY25 NOFO moved to a two-year cycle.</li> <li>• FY26 is under new federal administration.</li> </ul>	
Kukui	Brandee noted that the Kukui grant agreement will be executed on June 1, 2025.	
Adjourn	Planning Committee meeting adjourned at 1:30 p.m.	

Submitted by:

Beth Murph

Ka Mana O Na Helu