

MINUTES

Data & CES Oversight Committee

Wednesday, May 28, 2025 from 1:00-2:00 p.m.

Via Zoom Meeting

Approved 7.01.2025

In Attendance:

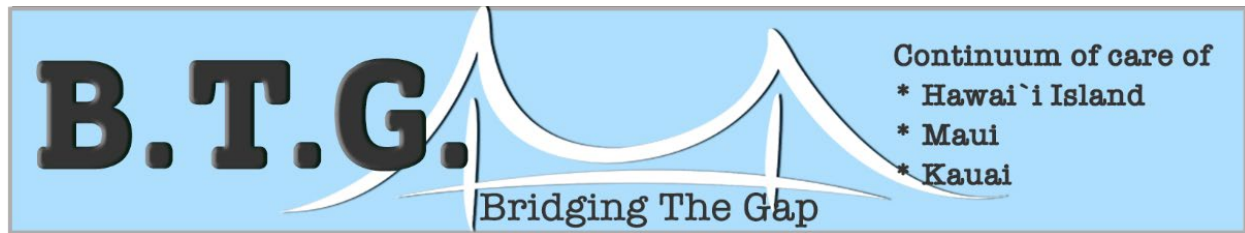
| | | |
|------------------------------------|------------|--|
| Hawaii County | Yes Yes | Brandee Menino (BTG Chair, CAP VC) Sharon Hirota (County Rep) |
| Kauai County | Yes Yes | Makana Kamibayashi (BTG VC, KCA Chair) Farah Aquino (County Rep) |
| Maui County | Yes Yes | Maude Cumming (MHA Chair) 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) |
| Guest | Yes | Sarah Figueroa (HOPE Services, Hawaii) |

| | | |
|---------------------------|---|--|
| Call to Order | 'E Komo Mai! Chair, Maude Cumming called the meeting to order at 1:05 p.m. | Maude Cumming, Committee Chair |
| Review Minutes | Draft Committee Meeting Minutes from April 30, 2025, were reviewed by members and unanimously passed. | Action: Motion to approve 4/30/25 Meeting Minutes as written. 1 st : Brandee Menino 2 nd : Sue Sadecki Accepted unanimously. |
| BTG Policies & Procedures | <u>Review language for Access Points</u> <ul style="list-style-type: none"> Action: HPO definition for the Homeless Verification Letter (HVL) was reviewed by members who unanimously voted to include it in the P&Ps. | Action: Motion to approve adding the HPO HVL definition into Section D. of the P&Ps. 1 st : Sue Sadecki 2 nd : Brandee Menino Accepted unanimously. |

| | | |
|-------------------------------------|--|--|
| | <ul style="list-style-type: none"> • Action: <u>Discussion included asking Access Points to use the HPO Housing Plan Form to address issues of income and rent readiness before the CES process begins.</u> <ul style="list-style-type: none"> ○ The form could have a box added to include rent budget ○ The form could be reformatted to allow for larger areas to write in answers in the field. ○ Members voted unanimously to accept. ○ Note that the Housing Plan can be changed and reformatted in the future. ○ Housing Plan should be added as an appendix to the CES P&Ps. • Revisions are redlined in the P&Ps. <p><u>Review language for organizations who access HMIS</u></p> <ul style="list-style-type: none"> • This was not discussed | <p>Action: Motion to approve requiring Access Points to deploy the Housing Plan with Clients. 1st: Makana Kamibayashi 2nd: Brandee Menino Accepted unanimously.</p> |
| Requesting an HMIS Program Addition | <p>Action: <u>Requesting the addition of HOPE CCS- SSO program in HMIS</u></p> <ul style="list-style-type: none"> • Members discussed and agreed to approve this request. | <p>Brandee Menino Action: Motion to add CCS-SSO program in HMIS. 1st: Sharon Hirota 2nd: Sue Sadecki Accepted unanimously.</p> |
| Project Vision and KLO | <p><u>Maude will send email to Director Yamane, asking who is responsible for decommissioning PVH Puuhonua.</u></p> <p>Maude spoke with Jun Yang as well, who promised to get back to her. No reply as of 5/28/25.</p> | <p>Action Item Follow up: Maude did email Director Yamane, asking who is responsible. No reply as of 5/28/25</p> |
| Adjourn | <p>‘A Hui Hou!</p> <p>With no further business to discuss, the Chair adjourned the meeting at 2:29 p.m. Members moved directly into the Planning Committee Meeting.</p> | <p>Maude Cumming, Committee Chair</p> |

Respectfully submitted by Beth Murph

Ka Mana O Na Helu, May 28, 2025



Minutes

Planning & Organizational Development Committee

Wednesday, May 28, 2025 from 2:00-3:00 p.m.

Via Zoom Meeting

Approved 7/01/2025

In Attendance:

| | | |
|------------------------------------|------------|--|
| Hawaii County | Yes Yes | Brandee Menino (BTG Chair, CAP VC) Sharon Hirota (County Rep) |
| Kauai County | Yes Yes | Makana Kamibayashi (BTG VC, KCA Chair) Farah Aquino (County Rep) |
| 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) |
| Guest | Yes | Sarah Figueroa (HOPE Services, Hawaii) |

| | | |
|---------------------------------|--|---|
| Call to Order | ‘E Komo Mai! Chair, Makana Kamibayashi called the meeting to order at 2:29 p.m. | Makana Kamibayashi, Chair |
| Minutes | Draft Committee Meeting Minutes from April 30, 2025, were reviewed by members and unanimously passed. | Action: Motion to approve 4/30/25 Meeting Minutes as written. 1 st : Maude Cumming 2 nd : Brandee Menino Accepted unanimously. |
| Bridging the Gap Board Planning | <u>Review of Expenditures and Occupancy Report</u> <ul style="list-style-type: none"> Discussion: (Alison) HUD decision is that Steadfast Housing must continue to house their EHA clients through October 31, 2025 even if they must find | |

| | | |
|--------------|--|---------------------------|
| | <p>funding from other sources if their grant funds are fully expended prior to this date.</p> <ul style="list-style-type: none"> • Currently there are only eleven (11) clients in the program • KMNH, HUD and Steadfast Housing will be meeting together in June to confirm the following: <ul style="list-style-type: none"> ○ Steadfast has caught up on draws of grant funds; ○ all program forms and consent forms are current and signed; ○ all clients are paying the correct amount in rent; ○ which clients are eligible to transition; and ○ solidify plans on steps to transition eligible clients to Maui's Family Life Center or other Maui providers prior to the grant end date. • Alison may ask Maude and Makana to also meet with Steadfast in the coming months. • The goal is to ensure all clients have a transition plan by the end of the grant. <p><u>Planning for the next BTG General Membership Meeting</u></p> <ul style="list-style-type: none"> • Decision: Next BTG general membership meeting date was changed to July 2, 2025 due to Makana and Brandee's vacations. • Agenda <ul style="list-style-type: none"> ○ Think about next speaker. Vic or Jun Yang? ○ Kauhale update from Governor? <p>CoC Builds NOFO was reposted – due Thursday, 6/26/25.</p> | |
| Next Meeting | Next Planning Committee Meeting is June 25, 2025, at 2:00 p.m. | |
| Adjourn | Meeting was adjourned at 2:48 p.m. | Makana Kamibayashi, Chair |

Respectfully submitted by Beth Murph
Ka Mana O Na Helu
May 28, 2025