



Minutes

Planning & Organizational Development Committee

Wednesday, July 22, 2026 from 2:30-3:30 p.m.

Via Zoom Meeting

Approved August 26, 2026

Quorum In Attendance: YES

Hawaii County	Yes No	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	No Yes Yes	Maude Cumming (MHA Chair) Dr. Ashley Kelly (proxy for Maude Cumming) 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	Billi-Jo Pike (Neighborhood Place of Puna (NPP))

Call to Order	'E Komo Mai! The meeting was called to order at 1:45 p.m. by Vice Chair, Brandee Menino.	Makana Kamibayashi, Committee Chair joined at 2:00 p.m.
Review of Minutes	Draft Meeting Minutes of June 24, 2026 were reviewed and unanimously approved.	Motion to Approve Minutes 1 st : Brandee Menino 2 nd : Dr. Kelly
BTG Practices to Standardize Across All Three Chapters	• Standardize BTG Chapter Dues: ○ Business/Organization (\$100) ○ Individual (\$50) (No proxy allowed) ○ Associate/Guest (No fee, no vote) ▪ Vet Waiver conditions ▪ Opening membership all year or not ▪ Cameras on for local chapter members ▪ Reps and proxy/alternate named must be on-island. (Oahu reps won't be counted) • Standardize one BTG Chapter Application Form	Tabled for Next Meeting

Update BTG RRH/PSH Policy and Procedures	- Update the BTG P&Ps to address P.60 of NOFO for CoC funded projects - Applicants for CoC funded projects will not operate harm reduction specific services for drug users such as needle distribution. The Committee reviewed the new policy: BTG Policy for Advancing Recovery By Prohibiting Illicit Drug Enablement Motion: NOFO Bonus Point Policy was approved unanimously as written.	Motion to Approve NOFO Bonus Point Policy 1 st : Dr. Kelly 2 nd : Sue Sadecki
FY26 CoC NOFO	Question on YHDP NOFO with registration deadline by Aug. 8, 2026. Initially, only NPP declared interest in applying. NPP missed deadline to apply for a smaller geographic area, as such, application must include all of BTG's geographic area. TA provider reached out for informational session this morning. NPP (Hawaii) and Hale Opio (Kauai) and Maui will need an applicant or NPP could subcontract with The Salvation Army in Maui. Motion: BTG will apply for YHDP NOFO if interest from all counties is secured. Motion was discussed and approved unanimously. Billi-Jo to reach out to prospective organizations. - NOTE: HUD CoC Program NOFO application is not available in e-snaps	Motion to Approve YHDP NOFO COC 1 st : Brandee Menino 2 nd : Dr. Kelly
BTG Board Planning	- Review of Expenditures and Occupancy Report - Reviewed by Carlos - Planning for the next BTG Meeting - Agenda for next BTG meeting - Required BTG General Membership Meeting - Committee meeting reports - CES Oversight (Dr. Kelly) - Convenors – project vacancies - NOFO - Standardization for Memberships and BTG Chapter Application Form	
Next Meeting	Next meeting: Wednesday, August 26, 2026 at 2:00 p.m.	
Adjourn	There being no further business, the meeting was adjourned by the Chair at 2:43 p.m. 'A Hui Hou!	Makana Kamibayashi, Committee Chair

Respectfully submitted by Beth Murph
Ka Mana O Na Helu, July 22, 2026