

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

Hawai'i County:	1 2 3 4	Paul Normann, Neighborhood Place of Puna (BTG Vice-Chair, Chapter Co-Chair) <i>joined 10:10am</i> Sharon Hirota, Hawaii County Rep
Kaua'i County:	5 6 7	Makana Kamibayashi, Family Life Center (BTG Secretary, Chapter Chair) Melody Lopez, Catholic Charities Hawaii (Chapter Treasurer) <i>joined @ 9:10am</i> Ashton Varner, Kauai County Rep (Chapter Vice-Chair)
Maui County:	8 9 10	Maude Cumming, Family Life Center (BTG Chair, Chapter Vice-Chair) Thelma Akita-Kealoha, Catholic Charities Hawaii (BTG Secretary, Chapter Chair) David Nakama, Maui County Rep
HMIS Lead / Collaborative Applicant:	X X	Carlos Peraro, Ka Mana O Na Helu Alison Hinazumi, Ka Mana O Na Helu
Guests:		<ul style="list-style-type: none"> • Monique Ibarra (KHAKO-Maui-MHA) <i>joined @10:am</i> • Mary Nakooka (KHAKO-Maui-MHA) <i>joined @ 10am</i> • Sherry Kupau (FLC-Maui-MHA) • Lindsey Apperson (DCH) • Scott Morishige • Members Present: 8 of 10 @ 9:06am <p style="text-align: right;">• Recorder: T. Akita-Kealoha</p>

Agenda Topic	Discussion	Outcome/ Action
Meeting Date	Wednesday 6/1/2022 via Zoom, 9am-12pm Site: https://us02web.zoom.us/j/422792008 Meeting ID: 422 792 008	
Welcome & Housekeeping	<p>1. Introductions: BTG Chair Maude Cumming conducted roll call and having determined quorum was met, called the meeting to order at 9:06am. Roll call conducted, 6 of 10 members present.</p> <p>2. Review and approve BTG Meeting Minutes of 5/4/2022. (<i>Minutes emailed to the group 5/31/22 for review</i>)</p>	<p>1. Quorum Met, Meeting Called to Order @ 9:06 am</p> <p>2. Approval of 5/4/22 BTG Meeting Minutes with revisions Motion: Makana 2nd: David Vote: Approved 5/4/22 BTG Minutes</p>
Governor's Coordinator: Scott Morishige	<ul style="list-style-type: none"> • Introduction of Lindsey Apperson, Intern – LL engagement, models of supportive housing • Sharing screen for updates: • CIS Policy Brief – tenancy and pre-tenancy reports, medicaid, IHS and HOPE Services were early orgs but now have other provider organizations including FLC, CCH that have been approved MEDICAID providers for CIS. This is to share with 	

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

	<p>legislators and funders so they can start to see the connections between CIS and supportive housing as well as the connection between health and homelessness. Question: Are all organizations knowledgeable of the CES process, are they getting training to learn and understand the system? Encouraging the organizations to participate in their local chapter meetings, reach out to providers in their local island chapter to get a better understanding in CES and how the broader system functions. Maude has some concerns over the time that could take if organizations needs to work with each health provider to bring them up to speed. Scott is very open to suggestions and willing to bring them up to MEDQUEST. Question: Any organizations offering this on Kauai, getting calls for this service? Response: Not sure but will check and get back to the group.</p> <ul style="list-style-type: none">• Working on building out resources for advocacy, County Council navigation guides – all of these are consolidated on their website. Recently added a new guide for Maui County Council. These are tools to assist advocates to know how to navigate through the county council websites, use for folks to advocate at the local level.• Homeless Awareness month in November, we have the conference coming up. Cheryl reached out to the local Awareness Chairs for each Chapter to get a better idea of what activities are being planned in each county for the week so we can cross promote that as much as possible and see where there are opportunities for further collaboration. TEAMS mtg with Cheryl on June 30, 2022 to further discuss this.• Also continuing the Statewide PIC/BTG Advocacy meeting but these are now monthly. Attending was Rep. Nakamura who was Chair of the House Housing Committee to discuss the proposal for a supportive housing workgroup that was not approved during the session. She still wants to move forward with this so there is an opportunity for people who want to participate to meet with her and others on a monthly basis to put together some of the framework, gather developers and others to discuss how to lay a better foundation for supportive housing.• This aligns with some work that is coming out of the Weinberg Foundation. Part of Weinberg Foundation engagement with CSH is to look at how they can scale supportive housing, really look at some of the differences are in housing options for single adults vs for families. Some of the key findings they found on Oahu and BTG – 30% of single adults/adult only households have access to permanent housing compared to 65% of families, how can we better support the single adult population. Definition of supportive housing under Weinberg definitions- housing support, supportive services or case management	
--	--	--

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

	<p>services and preventative services, includes other populations (disabilities, criminal justice systems, etc.) including people who are not yet homeless, broader than PSH/HUD's definitions.</p> <ul style="list-style-type: none"> • HIC – last meeting in May, next one is June 20th. We adopted the statewide strategic plan at our last meeting and I want to tie it to the county level or CoC Chapter plans at the local level. Got the Kauai County Housing Strategic plan and CAP is in the process of revising the Hawaii County strategic plan. It's good for people to be aware that there are plans at the local level and see how we can tie that to the broader state plan. On Oahu the local City and County and PIC will have plans. • USICH update on encampment response – reached out to Katie Miller for an update. Heard that there is going to be increased funding for unsheltered homeless that HUD intends to funnel through the CoC. This has been coming up more and more, litigation with the ACLU has been a big part of that (Maui/Oahu) – pending right now. • ACT 57 is ending in early August, in preparation for some of the rental, utilities and relief funds potentially running out or maxing out at some point. PIC, Emma, LAS, Mediation Svcs put together a 5 part series as an awareness for people to consider as rental assistance comes to an end. Mostly put together for Oahu but message can be applied to neighbor islands. Will be posted on PIC's website. 	
<p>HPO-Homeless Programs Office/BESSD: Harold Brackeen III</p>	<ul style="list-style-type: none"> • CAPER program year 21 coming up, HPO sending out an email shortly (ESG, ESG CV, HOPWA CV), please respond quickly • Legislative session is over, HPO got a position and was able to preserve this position, did a trade-off to keep the Program Specialist position – general recruitment. 	
<p>Homeless Awareness Conference: Brandee</p>	<ul style="list-style-type: none"> • Brandee is out today, not sure who is covering this • There is an opportunity for input if folks are interested in suggesting topics • Talk to Maude if anyone interested 	
<p>Committee Reports: Advocacy - Brandee</p>	<p>Brandee out today</p>	
<p>CES Oversight: David</p>	<p>Nothing to report</p>	
<p>HMIS Data Committee: Carlos</p>	<ul style="list-style-type: none"> • Update from last meeting DHHH MOU overview, just got document yesterday, will craft from last meeting discussions, updating MOU and working on getting it executed. 	
<p>KMNH-Ka Mana O Na Helu</p>	<p>HUD EHV</p> <ul style="list-style-type: none"> • Nationally at 31.32% • BTG has 214 EHV Awards amongst 3 counties • Maui 26.32% • Kauai 17.86% 	

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

	<ul style="list-style-type: none">• Big Island 11.82% (Sharon shared that Hawaii County uploaded 31 new referrals this morning – recently housed singles)• Want to keep pace with the National trend as much as possible, making progress.• Included in monthly monitoring reports <p>ESG CV Update:</p> <ul style="list-style-type: none">• Processed all of April, still a little short of 50% goal, at \$4.386 million (\$630,000 short), hard deadline of 6/16/22, threshold of 50% (\$5,017,366.) expenditure drawn in IDIS (need invoices by deadlines).• Impact is that HUD will possibly recapture that difference between the 50% and that difference, extension not guaranteed. Hasn't been confirmed that they will but it may be a great possibility. Question: Looking at the extension for after September 2022, does this impact that? KMNH is waiting until the June 16 deadline before answering this question, moving forward will be working closely with HPO in order to make any final determinations on what is going to happen but it doesn't mean that we won't get any extensions – it's just a matter of what dollars. For now the best advice is to work as if there won't be any extensions, spend everything you can by the September deadline and this funding needs to be spent by that time with the current IDIS system. More information will be provided at the July meeting.• Everyone using IDIS should recognize that if you do not get information in by the deadline in IDIS, there is a chance you don't get reimbursed.• Have been processing invoices dating back since February. Please get invoices in good condition and in a timely fashion – no draft forms for the invoices.• There is also a process in HPO – they set up IDIS after finance dept. review. Invoices have been coming in as drafts, in some cases providers haven't been correcting supportive docs for invoices. Some invoices dated back to Oct 2021, cannot continue to wait for providers to submit invoices late and in draft form. It takes a review of 300-400 pages of documents to make corrections or get these out of draft form and this is not the responsibility of KMNH or HPO but the responsibility of the organizations getting the funds. Deadlines are critical.• Maude shared how deadlines are done in IDIS and missing the deadline could mean loss of funds for services provided.• Question Sharon Hirota: How does the County support the providers if the county doesn't know who is not meeting expectations, although Hawaii County did have a meeting with KMNH and HPO 6 months ago, how does this county know if the issue has been addressed?	
--	---	--

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

	<p>NOFO Discussion:</p> <ul style="list-style-type: none">• HUD – CoC reviews, geography and agrees/disagrees with basically with some of the registration, pretty straightforward.• GIW (grant inventory worksheet) – table of all the BTG renewal projects, slightly over \$3mil – FY 22 competition, specific to CoC funded projects, renewed annually via review process – this information is submitted to HUD submitted to HUD.• NOFO typically comes out in late July, gives three months – due late Oct early Nov• ESNAPS platform looks redesigned, slightly quicker than before• HIC (Housing Inventory Count) – HUD guidance, dedicated to serving homeless, reach out to providers and ask what their inventory is. CoC provider projects use HMIS to corroborate numbers. Aligns with the PITC, set each year and submitted to HUD. KMNH reaches out to providers for updates on project inventory. BTG website will reflect information on GIW/HIC projects and data.• GIW/HIC counts are included in BTG NOFO application• Steadfast EHA project – noticing a common thread, last year \$104,000 recaptured funds, this year currently Steadfast has only drawn 17.2% of the funding. Can we reach out to HUD and Steadfast now, to see if draw down amount is reflective of late draw downs or actually a reflection of expenditures to date. Perhaps a strategy would be to review grant and funds requesting and give Steadfast an amount they can manage. Trying to find a balance and not lapse funding – where are they right now and how do we get them to house more people, we need to engage HUD in this discussion. Will discuss with HUD/Steadfast and craft a plan from there. Next year EHA grant has been reduced, for this NOFO grant do we reduce the funding again. Currently has PSH projects only on Maui – scattered sites on Maui. <p>BTG Website:</p> <ul style="list-style-type: none">• Posting local chapter meeting information has been updated and added on website• GIW hasn't been posted to the website but can send a link to the website or go through HUD website• Question pertaining to Counties, do the reports reflect which projects these are. Information is on the BTG website, under HIC and GIW. Review of HIC, Shelter, PSH, transitional housing, PITC, specific funding source project reports, can view what is funded to each program each year• Monitoring reports on BTG website there are 5, done on the 10th of each month. Utilization is available by project month by month.• Topline reports available on the website• Month to month dashboards have been updated	<p>Next Step: KMNH taking the lead and reaching out to Steadfast/Stephanie and HUD/Mark Chandler to get them to get current and make draws within 30 days, increase housing participants</p>
--	--	--

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

	<ul style="list-style-type: none"> • ESG/CVs dashboard updated through March, short of the numbers and can only be updated if KMNH gets numbers to make current (by the 15th of each month) <p>HMIS Report:</p> <ul style="list-style-type: none"> • EHV intakes and enrollments will start to appear in the monthly reporting • Reports and Monitoring: will have the EHV reports • Homeless Service Utilization report done in the past (2017) by UH: Does BTG want to repeat this report? • This report helps with the upcoming legislation. • Just the aggregate data would be more useful. • KMNH: Less on the narrative and more on the data and enable a quicker release. • HICH and PIT has been submitted to HUD. • Re: DHHL request: Better to create an ongoing report from the HMIS data and not the PIT data. Also, collecting the identified data back from DHHL to identify them in HMIS. • KMNH will provide a Data Request Form to DHHL • Maude: Does BTG need to modify our HMIS consent? • KMNH: the report is not difficult to build and produce. • BTG to add DHHL to the list of authorized agencies as posted on the BTG website. <p>PIT Count</p> <ul style="list-style-type: none"> • New Dashboard Update adding the 2022 zip code PIT counts by county. <p>P & P’s:</p> <ul style="list-style-type: none"> • Policies and procedures for outreach being worked on, important for outreach to have access points. Will help people to understand the purpose and goals of homeless outreach 	
<p>County Updates</p>	<p>Paul-Big Island</p> <ul style="list-style-type: none"> • CC very active in considering bills to bring more funding for affordable housing and homeless services. There’s been more movement providing more funding • Ohana Zone funding – <ul style="list-style-type: none"> ○ 1. Keolahou, conversion of the old memorial hospital – up to 50 emergency beds for single men, and 18 permanent housing units and eventually will house stabilization beds for SA clients. Building owned by the state but turned over to the County. Working on a Master Plan for the total acreage. ○ 2. Stand up assessment center in West Hawaii and ○ 3. Pre-development cost for Kuki Ola project. 	

BRIDGING THE GAP

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

Board of Directors Meeting Minutes

June 1st, 2022 – 9am-12pm

Meeting ID: 970 6801 8186

Passcode: 733107

	<p>Makana-Kauai</p> <ul style="list-style-type: none"> • Recap meeting, recent projects – PuaLoke housing project/EAH housing. Met with the developer and EAH. Set aside 5 units for homeless households, identified 5 CES households and placed them in these units. EAH wants to replicate project, desire to place homeless clients into units, planning another recap meeting in a few months. Feedback was good – three agencies represented at the meeting that housed families. • Reviewing P & P with KCA and align with BTG's, heavily taxing on the Exec committee, firming up policies and procedures <p>Thelma-Maui</p> <ul style="list-style-type: none"> • MHA sponsoring Iain DeJong 1-day (in-person) training on 7/14/22 10am-3pm • Maui recording meetings and last meeting Chelsea Davis from Hawaii News Now asked for a copy of the recording and a video was sent. She then took clips of the video portion from Maude and Lori misrepresented them regarding the closing of temporary pallet shelters. This resulted in changes to MHA policies and procedures. • Ohana Zone project – Huliau is 100% off of our CES list, could this be a requirement for future Ohana Zone projects? 	
Adjournment:	Meeting adjourned @ 11: 10 am	Adjourn 11:10 am
Next Meeting:	<p>Next BTG Meeting,</p> <ul style="list-style-type: none"> • Wednesday, 7/6/2022 • 9am-12pm, via zoom 	