

BRIDGING THE GAP

**The Hawaii Neighboring Islands' Continuum of Care (Hawaii, Kauai, Maui)
Board of Directors Meeting Minutes
March 30-31, 2020 – 9am-12pm
ZOOM Mtg.**

- Attendees:**
- Hawai'i County: Brandee Menino, Hope Services Hawaii (BTG Chair)
Sharon Hirota, Hawaii County Homeless Coordinator (Hawaii County)
Paul Normann, Neighborhood Place (Day 2)
Toni Symonds, Hawaii RISE
 - Kaua'i County: Makana Kamibayashi, Family Life Center (KCA Chair, BTG Vice Chair)
Melody Lopez, Catholic Charities Hawaii (KCA Vice Chair, BTG Secretary)
 - Maui County: Maude Cumming, Family Life Center (BTG Past Chair)
David Nakama, County of Maui
Thelma Akita-Kealoha, Catholic Charities Hawaii (Chapter Chair)
Monique Yamashita, Ka Hale A Ke Ola (Chapter Vice Chair)
 - HPO:
 - HMIS Lead/CA: Carlos Peraro, Ka Mana O Na Helu
Alison Hinazumi, Ka Mana O Na Helu
Judy Ishida, Ka Mana O Na Helu
Tien Lum, Ka Mana O Na Helu (Day 2)
 - Guests: Katie Miller, United States Interagency Council, Regional Coordinator (Day 1)
Scott Morishige, Governor's Coordinator on Homelessness (Day 1)
Sue Augustus, The Corporation for Supportive Housing (Day 2)
Ian, The Corporation for Supportive Housing (Day 2)
Madi Silverman, DHS Med-QUEST Division (Day 2)
- Members Absent:
Harold Brackeen, State of Hawaii DHS-Homeless Programs Office
Sharon Graham, County of Kauai
- Recorder: Melody Lopez

Agenda Topic	Discussion	Outcome/ Action
Meeting date	Monday 3/30/20 via ZOOM 9am-12pm	
Welcome & Housekeeping	1. Introductions: BTG Chair Brandee Menino conducted roll call and having determined quorum was met, called the	Quorum Met

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	<p>meeting to order at 9am. Attendees introduced themselves for the record.</p> <p>2. Review and approve meeting minutes of January 9, 2020. Spelling in Scott and KMNH name to be corrected.</p>	<p>Maude Moved Thelma second</p> <p>Minutes Approved</p>
<p>COVID-19 Planning & Response</p>	<ol style="list-style-type: none"> 1. Katy Miller, United States Interagency Council on Homelessness (USICH) -Regional Coordinator <ol style="list-style-type: none"> a. https://www.usich.gov/ website being updated regularly and include webinars. b. Lessons from other communities across the country i.e. King County, Seattle. Katy understands we are all “building the plane while flying it”. <ol style="list-style-type: none"> i. Provide accurate information and resources in order to limit spread. ii. Look at additional shelter space. iii. Identifying elderly/underlying health conditions. iv. Isolation and quarantine in place for houseless. v. Encampments-follow CDC guidance. Work directly with DOH. vi. Stafford Act triggered, County to communicate to State to communicate to Federal, needs. vii. Ask in community for donations and setup a site for drop offs. Example: extra PPE supplies viii. Outreach continues. ix. Staff reduction issues: training, large workforce of those laid off, looking for jobs. Can be trained for basic outreach. 2. Scott Morishige, Governor’s Coordinator on Homelessness <ol style="list-style-type: none"> a. Following all CDC guidelines. b. Suspended any encampment clearances statewide. Reserve right to enforce if needed for health/safety. Inform Scott if there are any concerns. c. Opened all state boat harbor facilities and other parks with large encampments. d. Maintaining facilities. Supplies needed to keep open. 	

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	<ul style="list-style-type: none">e. HiEMA-working on isolation and quarantine sites. Oahu have specifically for homeless.f. Discussions with HPO. Emergency congregate shelters in particular.g. PIT to identify current vacancies in TS/TH. BTG can do the same. This may help if need to shift people from shelter overflow.h. The Behavioral Health and Homelessness Statewide Unified Response Group (BHHSURG) has a NEW, simpler website url: https://health.hawaii.gov/camhd/bhhsurg-covid19-guidance/ 1 single place to answer questions. Pull resources together. Weekly calls, 11am on Mondays.<ul style="list-style-type: none">i. PPE, assessment sent out through BHHSURG group will be used for bulk order. Orders placed through local EOC's.ii. Send Scott the contacts for local emergency management/VOAD/other groups so we can stay informed on supplies and not duplicate.i. Question (Sharon)-Supplies-deadline was 3/28/20. Can you share for to each county? What is the ask, so County is aware? <p>3. Local chapters share what their communities are doing</p> <ul style="list-style-type: none">a. Kauai<ul style="list-style-type: none">i. FLC and CCH remain open by appointment only, abiding safety precautions advised by county/state.ii. Intermittent contact with County Housing workers Sharon and Housing Director Adam. Sharon will no longer working with County. Direct contact with Adam is advised.iii. KEO shelter still running. Unsure about outreach service delivery.iv. Makana and Melody working to get updates from KCA members on function/capacity/needs. Little response thus far.v. Makana to f/u with TS/TH WIN, KEO, YWCA.b. Maui<ul style="list-style-type: none">i. FLC shelter at capacity. Continue to work on permanent housing so that shelters can open space. Staffing reduced for various	
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	<p>reasons around COVID-19. Outreach workers? No one to train new people. Hesitant about sending new workers without PPE.</p> <ul style="list-style-type: none">ii. Monique: Operating as usual, intakes. If staff reduced there is a backup plan. Cleared men's dorms. At capacity. Move into unites to reduce spread/risks. Informed county/state-cant quarantine on site. Staff wearing PPE at this time.iii. David-County constant updates from emergency centers. Masks and sanitary items. Hand sanitizers donated from Maui Brewing Company. Distribute to service providers. Day to day seeing where needs are. Are there other breweries-working on making sanitizer?iv. Thelma-VOAD-Maui Police Department will be stopping vehicles to see if essential workers. Send to contact person. Name tags and placards. <p>c. Big Island</p> <ul style="list-style-type: none">i. Toni-Uluwini plans continue. Publish #'s best can. Start tracking. Connect via phone line. Visitors not allowed on property. Foodbank located on property, pickups available. Train/work over phone/zoom. DV grant, most referrals through CES from Hilo, not a lot want to relocate. Educating Marshallese population. Quarantine difficult. Meet with DOH staff. Addressing food insecurity for kids.ii. HOPE services-created index card w/ COVID-19 information, on Behavioral Health website. Got from Portland street medicine. Outreach continues. Supporting testing sites. Leftover N95 masks from Lava, however expect to run out by end of month. Identified isolation units in shelter. Sent a homeless client home. Contingency plans-staff quarantine 14 days. PPE and Shelter coverage. HCF-looking for agencies able to distribute financial assistance. Still in discussion. 25K from Weinberg. LEAD	
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	<p style="text-align: center;">provider –check in with LEAD PROVIDER, they are looking to modify contract, reallocated for COVID-19 response. Isolation units, supplies, any need to respond to COVID-19.</p> <p style="text-align: center;">4. Questions & Discussion: CoC Planning & Resources</p> <p>Flexibility in providing services to get homeless clients back home at this time. Many are not accepting in shelters if landed within 14 days. Don't want to spread COVID-19.</p> <p>No need to develop CoC response, but checking in to see/update what's working, etc. in each county. Weekly meetings will be on Tuesdays at 1pm. Brandee setup ZOOM via HOPE Services. Specific to COVID-19. No minutes will be taken.</p> <p>Sharing's:</p> <ol style="list-style-type: none"> a. Community surveillance of high-risk population. KMNH put together COVID-19 at-risk report. b. GIS-for mapping unsheltered. Unsheltered difficult due to being transient. c. Park services are the parks/bathrooms open. Housing is becoming more and more difficult. Most were to re-open per State/County. d. FLC may pay for first month until HUD voucher comes in due to county housing/HUD accessibility issues. e. Sharon-Hawaii Island County-address homeless population. Map through GIS, find out where encampments are. Priority to get hygiene/supplies to outreach service providers. f. Within hours priorities have changed. Creative solutions for those seeking help. How to address encampments. 	<p>Weekly check-in meetings Tuesday's at 1pm via zoom.</p>
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Homeless Point in Time Count 2020	<ol style="list-style-type: none">1. Review Draft Report –target date April 15 due to COVID-19.<ol style="list-style-type: none">a. Data will be provided by KMNH, each county Chair to work on their county information.b. Brandee to send out original.c. April 22, 2020 final comments/talking pointsd. Week of 27th press conference date/week. Press release from talking points and executive summary.e. Maui will continue to work with Akaku Public TV and see if telephone/zoom call-ins can happen from other counties/press.f. Community Solutions-remember audience and intent. Homeless preventions with COVID-19 impacts. How does it relate? Funding.g. Judy help with topline report. Ways we are addressing, ways we need help. Brandee to send to Judy last 2 years of topline report.	PIT count press release timeline: 4/15 Draft 4/22 Talking Points Week of 4/27th press release
Day 2 Welcome & Housekeeping	<ol style="list-style-type: none">1. Introductions: BTG Chair Brandee Menino conducted roll call and having determined quorum was met, called the meeting to order at 9am. Attendees introduced themselves for the record.	Quorum Met

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<p>Medicaid Presentation & Planning – SEE PPP (attached)</p>	<ol style="list-style-type: none">1. Presentation by Madi Silverman, State Medicaid Office.<ol style="list-style-type: none">a. Community Integration Services (CIS). Approved by CMS about a year + ago. Managed Care program.b. Social Determinants of Health-1 is HOUSING, today's focus.c. 1 housing coordinator for member who qualify for CIS. Contract with community providers such as homeless agencies.d. Pre-tenancy services i.e. housing search, budgeting, applications, etc.e. Rep pay only in CCS programf. Measuring length of stay in housingg. CIS Qualified providersh. Email for pamphletsi. COVID-19 Transportation for testing? Came up as most are not providing. How to access medical transportation?j. Neighbor island challenged with limited resourcesk. Question/Answer-can contact directly to go over.<ol style="list-style-type: none">i. Issues around systemii. Hire more peopleiii. Lack of resourcesiv. Contact/point person for each islandv. Setup training for all islands2. Ian Castillo (LA) Program Manager Data & Analytics CSH & Sue Augustus (Chicago), Senior Program Manager, The Corporation for Supportive Housing (See PPP attached)<ol style="list-style-type: none">a. Sharing Data with Med Quest systemb. HMIS and Med Quest workflow3. Questions & Discussion<ol style="list-style-type: none">a. CSH would recommend 3 documents - a data use agreement between BTG and Med Quest which lays out the purpose of the sharing and responsibilities of each party to maintain confidentiality of the data; second is the data match standard protocol agreement which lays out the process for the data sharing - the elements that are to be shared, the frequency of the sharing, etc.; and finally a review of the HMIS consent form to see if it needs to be amended.b. CSH to send BTG examples of current programs so we can speak to them directly.c. Timeline to start?-ASAPd. Cost/Time to build/maintain-MDQ to contribute?	
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	<ul style="list-style-type: none"> e. Needs to be mutually beneficial. MDQ provides only enrollment/eligibility-limited info. What is the benefit to BTG? f. HMIS/KMNH will work through technical details and present to BTG Board at another time. April 21, 2020. Meet with the Board. Data Committee to work on. Get back to MDQ. 	<p>KMNH to work through technical details and present to BTG Board.</p>
<p>HMIS Activities</p>	<ul style="list-style-type: none"> 1. Coordinated Entry <ul style="list-style-type: none"> a. Reviewed pre-COVID-19 work and what was completed 	
<p>Kauai County</p>	<ul style="list-style-type: none"> 1. Kauai County Rep / Convener <ul style="list-style-type: none"> a. Continue to build Kauai County relationship and support especially during time of transition of workers. b. Currently case conferencing done by Alison, but ideally County would be convener. BTG has no formal agreements. 	
<p>NOFA Prep</p>	<ul style="list-style-type: none"> 1. NOFA Prep <ul style="list-style-type: none"> a. Year 3 or 4 of System Performance Measures due b. PIT data to be utilized c. Completed CoC registration d. COVID-19 paused work in pipeline from HUD. e. MOU-voted motioned Paul second by Sharon all voted. No discussion. Question then came up if MOU implemented BTG wide? Not a requirement. Help to hold accountable to underspending. For now, add as an agenda item. Implement MOU's as appropriate. f. Stephanie BTG contact. 2. HUD email re: ESG. Reviewed 	<p>Vote on MOU Motioned by Paul, Seconded by Sharon.</p> <p>Data Committee mtg to be</p>

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	<ul style="list-style-type: none">a. Brandee f/u with Mark re: ESG funding prepare for additional funds. Yes new ESG money and start planning.b. Alison to f/u with Chrissy HPO.c. April 17th each county Chair to provide information to Data Committee Chair-Maude. Maude to schedule mtg and present/send out by May 1.	scheduled by Maude/Chair
Next Meeting	Monthly meetings will be on the first Wednesday's starting in May. 9am-12pm via Zoom. <ul style="list-style-type: none">• May 6• June 3,• July 1• Aug 5• Sept 2• Oct 7• Nov 4• Dec 2	Monthly Meetings will be First Wednesdays 9am-12pm via Zoom
Wrap Up & Adjourn	Meeting adjourned at 12:15pm.	