

# BRIDGING THE GAP

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

Board of Directors Meeting Minutes

Jan. 4<sup>th</sup>, 2023 – 9am-12pm

Meeting ID: 847 7243 4010

Hawai'i County:	1 2 8 3	Brandee Menino, Hope Services Hawaii (BTG Advisor, Chapter Co-Chair) Paul Normann, Neighborhood Place of Puna (BTG Vice-Chair, Chapter Co-Chair) Sharon Hirota, Hawaii County Rep Tony Symons, Neighborhood Place of Kona (LE Rep)
Kaua'i County:	4 0 5	Makana Kamibayashi, Family Life Center (BTG Co-Secretary, Chapter Chair) Sharon Graham Hawaii (Chapter Treasurer) Ashton Varner, Kauai County Rep (Chapter Vice-Chair)
Maui County:	6 0 7	Maude Cumming, Family Life Center (BTG Chair, Chapter Vice-Chair) Thelma Akita-Kealoha, Catholic Charities Hawaii (BTG Co-Secretary, Chapter Chair) David Nakama, Maui County Rep
HMIS Lead / Collaborative Applicant:		Carlos Peraro, Ka Mana O Na Helu Alison Hinazumi, Ka Mana O Na Helu
Guests:		<ul style="list-style-type: none"> <li>• Harold Bracken III</li> <li>• Dr. Ashley Kelly (FLC Maui – MHA)</li> <li>• Kurt Schmidt (KHAKO-Maui MHA)</li> <li>• Melody Lopez, CCH Kauai KCA)</li> <li>• Monique Ibarra (KHAKO – Maui –MHA)</li> <li>• Chris Molina (LT-Kauai-KCA) –</li> </ul> <p>• Members Present: 7 of 10 @ 9:02am Recorder: Thelma Akita-Kealoha</p>

Agenda Topic	Discussion	Outcome/ Action
<b>Meeting Date</b>	Wednesday 1/4/2023 via Zoom, 9am-12pm Site: <a href="https://us02web.zoom.us/j/84772434010">https://us02web.zoom.us/j/84772434010</a> Meeting ID: 847 7243 4010	
<b>Welcome &amp; Housekeeping</b>	<p><b>1. Introductions:</b> BTG Chair Maude Cumming conducted roll call and having determined quorum was met, called the meeting to order at 9:02am. Roll call conducted, 7 of 10 members present.</p> <p><b>Review and approve BTG 12/7/2022 Meeting Minutes.</b> (<i>Minutes emailed to the group on 1/3/23 for review</i>)</p> <p>Revisions:</p> <ul style="list-style-type: none"> <li>• Paul Normann (Chapter Chair)</li> <li>• Brandee Menino (Chapter Co-Chair)</li> </ul>	<p>1. Quorum met, Meeting Called to Order @ 9:02am</p> <p>2. Approval of 12/7/22 BTG Meeting Minutes Motion: David N. 2<sup>nd</sup>: Makana K. Vote: Approved with revisions 12/7/22 BTG Minutes</p>
<b>HPO Harold Bracken III</b>	<ul style="list-style-type: none"> <li>• Legislation starting 1/18/23</li> <li>• Continuing 18m of budget, requesting assistance in advocating for these dollars</li> <li>• HPO Budget request for the migration of data for BTG &amp; PIC</li> </ul>	1.

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	<ul style="list-style-type: none"> <li>• Sending out letters this month for supplemental contracts (end of April)</li> <li>• Advising that agencies update your corporate resolutions, etc so things can remain on schedule</li> <li>• HPO to continue with monthly provider meetings for all contracts</li> <li>• Next is CQI (quality), picking up and providing more info to providers</li> <li>• Really appreciate provider info and feedback, adjusting performance metrics on an individual basis, tailoring PMO’s (Performance, metrics and outcomes) to providers based on data from last contract term and last 3 months.</li> <li>• HPO strives to continue to make adjustments</li> <li>• This year we are using ARPA funding this year and next year</li> <li>• The request this year will be implemented in 2024</li> </ul>	
<p><b>Advocacy/ Awareness Committee – Brandee Menino</b></p>	<ul style="list-style-type: none"> <li>• This Friday 1/6/23, the Affordable Housing Coalition meeting scheduled at noon (Nani Medeiros, appointed State Housing Chief – Mind map for housing sharing)</li> <li>• An invitation has been sent to James Koshiba, the newly appointed Statewide Homeless Coordinator</li> </ul>	
<p><b>CES Oversight Committee</b></p>	<ul style="list-style-type: none"> <li>• No updates</li> </ul>	
<p><b>HMIS Data Committee: Carlos</b></p>	<p>HMIS Data Update:</p> <ul style="list-style-type: none"> <li>• No updates at this time</li> <li>• Covered under KMNH section</li> </ul>	
<p><b>Elections</b></p>	<p>Officers: voting every 2 years</p> <ul style="list-style-type: none"> <li>• Chair Nomination: Brandee Menino (HOPE Services)</li> <li>• Vice-Chair Nomination: of Makana Kamibayashi (FLC – Kauai)</li> <li>• Secretary Nomination: Thelma Akita-Kealoha (CCH) with the assistance of Monique Ibarra (KHKAO – Maui), Melody Lopez (CCH - Kauai) and Chris Molina (LT – Kauai)</li> <li>• Once Maui-MHA has held their MHA Board Elections an additional Co-Secretary can be introduced to the supportive role at the BTG level</li> </ul>	<p>Chair - Brandee Menino Motion: Maude C. 2<sup>nd</sup>: Sharon Vote: Approved</p> <p>Vice-Chair – Makana K. Motion: David N. 2<sup>nd</sup>: Makana K. Vote: Approved</p> <p>Secretary – Thelma Akita-Kealoha Motion: Maude 2<sup>nd</sup> Paul N Vote Approved</p>

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<p><b>KMNH-Ka Mana O Na Helu</b></p>	<p>HUD EHV Updates:</p> <ul style="list-style-type: none"> <li>• National average 60.18%</li> <li>• Kauai 57%</li> <li>• Maui 43%</li> <li>• Hawaii 34%</li> <li>• No vouchers have been recaptured yet</li> </ul> <p>ESG-CV Updates:</p> <ul style="list-style-type: none"> <li>• No updates</li> </ul> <p>NOFO:</p> <ul style="list-style-type: none"> <li>• Update late Jan/Feb</li> <li>• BTG Board letter sent to SHDC             <ul style="list-style-type: none"> <li>• SHDC is willing offer to decrease allocation, reallocate to other partners. (Brandee reporting) Stating accountant has been out so delayed reporting.</li> <li>• It's been a year since anyone has been housed, need help finding units and asking BTG for assistance.</li> <li>• HMIS data can tell us where they are at, last count 17 short about \$173,000. Max around \$275,000 with the 17 placements. Contract has another year and 10 months, cannot decrease the funding until Nov 2024.</li> <li>• Linda can find a sub-contract some of the work to another organization.</li> <li>• We could also consider reaching out to a housing management groups</li> </ul> </li> <li>• Next steps, Carlos/Alison will reach out to HUD, ask about sub-contracting, will get back to Brandee about results of the conversation. Will adjust the RFP language in the future to address these kinds of challenges. Discussion of commitment from orgs, if not reapplying for funds in the next NOFO so we can have options for fulfilling – address in February meeting</li> <li>• KMNH will adjust RFP language</li> <li>• Maude – FLC PSH program also having+ difficulty with finding units, agreement with LLs to be on call, assistance with security deposits and damages</li> <li>• Carlos is requesting notifications from orgs decreasing of services and applying for CoC funding</li> <li>• Looking for commitment if orgs have site control for the program – re-address in February's meetings</li> </ul> <p>BTG Website:</p> <ul style="list-style-type: none"> <li>• Monitoring reports have been updated to the website</li> <li>• System Performance Reports due in Feb, Carlos &amp; Heidi will be reaching out to projects to help clean their data.</li> </ul>	<p>Break @ 9:59 Return @ 10:09</p>
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	<ul style="list-style-type: none"> <li>• LSA Data FY22 (Oct21-Sept 22) comes out April-May</li> <li>• Maude advised to research the LSA report. Comes out once a year and it has a lot of information that can be used to project for future strategies</li> <li>• Posted for November</li> <li>• HMIS reports due on January 11: Data quality updates due in Feb (3 key sections on revisions for data quality, LSA – Oct-Sept 2022, )</li> <li>• HUD asks for reports around data in April/May and due around June/July</li> <li>• Report and system performance are on the dashboards</li> </ul> <p>PITC 2023</p> <ul style="list-style-type: none"> <li>• Working on one question, data framework.</li> <li>• Training set for next week, working on 2023 form and posted on website by the end of the week.</li> <li>• Last piece needed to move forward finalize is survey's additional questions for each county, if any.</li> <li>• PIT Leads FLC – Maui and Kauai, HOPE Services information will be sent to these leads. Need the links for the training sessions, dates are:</li> <li>• Maui 1/11 @ 10a-12p</li> <li>• Kauai 1/12 @ 2-4p</li> <li>• Hawaii 1/9 @ 11a-1p</li> <li>• Hawaii 1/13 @ 1p-3p</li> <li>• Expectations are to attend beginning to end, sign confidentiality forms. iPad presentation/training similar to last year, site up and running by next week</li> <li>• will reach out to projects that will use tablets</li> <li>• 2023 BTG PITC Press Release tentative for 3<sup>rd</sup> week of April, Kauai CoC to host</li> </ul> <p>P &amp; P's:</p> <ul style="list-style-type: none"> <li>• Work is continuing on this but work should be done soon so that board can review</li> </ul>	
<p><b>County Updates:</b></p>	<p>Hawaii:</p> <ul style="list-style-type: none"> <li>• No meeting in Dec</li> <li>• County released RFP, robust response, new organizations entering into the field and more services</li> <li>• Awards announcement is Feb 10. Delay due to overwhelming response to RFP, be in contract in February (end)</li> <li>• Toni is now ED of Neighborhood Place of Kona</li> </ul> <p>Kauai:</p> <p>Dec meeting announce new 2023 KCA Exec Team</p> <ul style="list-style-type: none"> <li>• Chair: Makana Kamibayashi (FLC)</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Vice-Chair: Ashton Varner (KCHA)</li> <li>• Secretary: position awarded but later vacated. Exec Team to appoint another member in Jan.</li> <li>• Treasurer: Sharon Graham (WIN)</li> <li>• Planning Committees have been working hard and prepping for PIT. Kauai relies on a lot of volunteers and service providers who are not homeless providers. Have worked hard on getting more accurate data through the years and coordination of services have improved</li> <li>• Press release in April for BTG PITC will be on Kauai for 2023</li> </ul> <p>Maui:</p> <ul style="list-style-type: none"> <li>• MHA Exec nominations made at Dec meeting</li> <li>• New Mayor, new administration for 2023</li> <li>• DHHC – Lori Tsuhako is appointed and hired as the Director of HHC by new Mayor</li> <li>• Lori T. has advocated for Civil Service positions so that work doesn't lag with new administration turnovers.</li> <li>• Congratulations to KHAKO granted \$5m from Amazon Day-One Project.</li> </ul>	
<b>Adjournment:</b>	Meeting adjourned @ 10:35am	<a href="#">Adjourn 10:35am</a>
<b>Next Meeting:</b>	Next BTG Meeting, <ul style="list-style-type: none"> <li>• Wednesday, 2/1/2023</li> <li>• 9am-12pm, via zoom</li> </ul>	