

# BRIDGING THE GAP

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

Board of Directors Meeting Minutes

March 1st, 2023 – 9am-12pm

Meeting ID: 847 7243 4010

Hawai'i County:	12	Brandee Menino, Hope Services Hawaii (BTG Chair, Chapter Co-Chair) Sharon Hirota, Hawaii County Rep
Kaua'i County:	34	Makana Kamibayashi, Family Life Center (BTG Chair, Chapter Chair) Ashton Varner, Kauai County Rep (Chapter Vice-Chair)
Maui County:	567	Maude Cumming, Family Life Center (BTG Past Chair, Chapter Vice-Chair) Thelma Akita-Kealoha, Catholic Charities Hawaii (BTG Co-Secretary, Chapter Chair) Christopher Kish, 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, HPO</li> <li>• Dr. Ashley Kelly, FLC Maui – MHA</li> <li>• Kurt Schmidt, KHAKO-Maui MHA</li> <li>• Melody Lopez, CCH-Kauai KCA</li> <li>• Rita HIHR</li> <li>• Carlos HIHR</li> <li>• Frederick Constantino, CCH-Kauai KCA Secretary</li> </ul> <p>• Members Present: 7 of 10 @ 9:02am Recorder: Thelma Akita-Kealoha and Melody Lopez</p>

Agenda Topic	Discussion	Outcome/ Action
<b>Meeting Date</b>	Wednesday 3/1/2023 via Zoom, 9:00am-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. Establish Quorum:</b> BTG Chair Brandee Menino 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>2. Review and approve BTG 2/1/2023 Meeting Minutes. (Minutes emailed to the group on 2/28/23 for review)</b></p> <p>Revisions:</p> <ul style="list-style-type: none"> <li>• Page 1-Attendance           <ul style="list-style-type: none"> <li>▪ Tony Simons listed as Board member present</li> <li>▪ David Nakama-was he present? 10 of 10. Confirmed David was in attendance</li> <li>▪ Call to order time 9:05</li> </ul> </li> <li>• Page 2           <ul style="list-style-type: none"> <li>▪ Kauai 28 in training, not 20</li> </ul> </li> </ul>	<p>1. Quorum met, Meeting Called to Order @ 9:05am</p> <p>2. Approval of 2/1/23 BTG Meeting Minutes Motion: Maude 2<sup>nd</sup>: Chris</p> <p>Revisions by Makana noted</p> <p>Vote: Approved with revisions 2/1/23 BTG Minutes</p>

# BRIDGING THE GAP

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

Board of Directors Meeting Minutes

March 1st, 2023 – 9am-12pm

Meeting ID: 847 7243 4010

	<ul style="list-style-type: none"> <li>• Page 6             <ul style="list-style-type: none"> <li>▪ Change to BNL</li> <li>▪ Adjournment time change time</li> </ul> </li> </ul>	
<p><b>NOFO Preparation Discussion</b></p>	<p><b>Policy Inclusion of Persons of Lived Experience on BTG Board</b></p> <ul style="list-style-type: none"> <li>• Reviewed policy and procedures             <ul style="list-style-type: none"> <li>○ Must reside within BTG</li> <li>○ Voting member/good standing for 2022 year</li> <li>○ Reviewed responsibilities of the position                 <ul style="list-style-type: none"> <li>▪ Align with BTG BOD officer 2-year position</li> </ul> </li> </ul> </li> <li>• Discussion             <ul style="list-style-type: none"> <li>○ If local chapter does not have a nominee due to requirements.</li> <li>○ Training and development for continuity of knowledge and experience</li> <li>○ More outreach and inclusivity of people in CoC with lived experience</li> <li>○ Structure is being created for LE Board member and will be different from committee member structure</li> </ul> </li> <li>• Next Steps             <ul style="list-style-type: none"> <li>○ Each Chapter to provide a nominee</li> <li>○ Bring back to the April BTG meeting</li> <li>○ Attend strategic planning</li> </ul> </li> </ul>	<p>Maude to email P&amp;P of person with “lived experience”</p> <p>Motion to revise 3B, “must commit to attend 75% of meetings” Maude moved, Makana 2<sup>nd</sup>. Motion carries.</p>
<p><b>DHS Homeless Programs Update</b></p> <p><b>Harold Brackeen III</b></p>	<ul style="list-style-type: none"> <li>• ESG Funds to Counties             <ul style="list-style-type: none"> <li>○ HPO discussion with HUD on how Local counties can make decisions</li> <li>○ State must decline the grant                 <ul style="list-style-type: none"> <li>▪ HPO declined funds for 2024 program year</li> <li>▪ Funds will be made available to 3 counties, they can accept/decline</li> <li>▪ All counties contacted. Kauai and Big Island sent letters of intent to accept funds. Maui declined for this year, but will work to accept funds in the following year.</li> <li>▪ 460K, 230K for two counties (Hawaii Island and Kauai)</li> <li>▪ Reporting completed by each county instead of one big report and Action plan to be completed by each county as well– able to work with KMNH</li> <li>▪ What happens to Maui? Reprogramming funds to Maui.</li> </ul> </li> </ul> </li> </ul>	<p>10:10am – 10 min break</p>

# BRIDGING THE GAP

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

Board of Directors Meeting Minutes

March 1st, 2023 – 9am-12pm

Meeting ID: 847 7243 4010

<p><b>BTG Board Monitoring Reports</b></p> <p><b>KMNH</b></p>	<ul style="list-style-type: none"> <li>▪ 60% shelter and outreach</li> <li>• HUD EHV             <ul style="list-style-type: none"> <li>○ National 67.68%</li> <li>○ Kauai 62.29%</li> <li>○ Hawaii 45.45%</li> <li>○ Maui 50%</li> <li>○ Deadline – nothing yet about recapturing unused vouchers</li> </ul> </li> <li>• MOU with DOE expires May 1, 2023             <ul style="list-style-type: none"> <li>○ Need to monitor and update</li> </ul> </li> <li>• NOFO/Special NOFO             <ul style="list-style-type: none"> <li>○ Updates – BTG registered for FY 23 completion</li> <li>○ Award information regarding regular for FY 22 awards</li> <li>○ Award information sent out, BTG secured just 3.1Million for Maui and Hawaii Island</li> <li>○ 1.5 mil for outreach</li> <li>○ 1.5 mil for new housing (?)</li> </ul> </li> <li>• BTG Website             <ul style="list-style-type: none"> <li>○ One dashboard to share regarding the metrics that matter</li> <li>○ On BTG website, created based off of data being provided to BTG since 2019-2022                 <ul style="list-style-type: none"> <li>▪ Discussion on yearly data comparison, not just percentages but count as well – may be helpful for counties</li> <li>▪ Meaningful for County of Maui and grants management</li> <li>▪ What data does BTG want, may depend on structure or separate tab/dashboard</li> </ul> </li> </ul> </li> <li>• HMIS Reports             <ul style="list-style-type: none"> <li>○ One required report submitted to HUD on time</li> <li>○ Will be distributed to each county</li> <li>○ Cleaning and analyzing data – still on track</li> </ul> </li> </ul>	
<p><b>Strategizing 2023 Legislative Priorities &amp; Discussion</b></p>	<ul style="list-style-type: none"> <li>• Forwarded Maui and Hawaii Island sent to BTG, Document tracking bills, Brandee will condense bills             <ul style="list-style-type: none"> <li>○ Kauai is getting up to speed on their advocacy committee</li> <li>○ Hawaii Island reviewing bills:                 <ul style="list-style-type: none"> <li>▪ Budget bills, Housing First, Ohana Zones still alive</li> </ul> </li> </ul> </li> <li>• Need to identify new advocacy chair since the Brandee is currently BTG Chair</li> </ul>	<p>Brandee will email a condensed document of bills</p>

# BRIDGING THE GAP

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

Board of Directors Meeting Minutes

March 1st, 2023 – 9am-12pm

Meeting ID: 847 7243 4010

<b>BTG Strategic Planning</b>	<ul style="list-style-type: none"><li>• Set date for Strategic Planning in Spring &amp; Fall<ul style="list-style-type: none"><li>a. Spring: April 17 &amp; 18</li><li>b. Fall: TBD, discuss</li></ul></li><li>• Develop Strategic Planning two-day agenda<ul style="list-style-type: none"><li>○ Brandee will send Draft agenda</li><li>○ Draft report due on 3/1 to KMNH 4/10 final report 4/17</li><li>○ CoC 101<ul style="list-style-type: none"><li>▪ Policies/Procedures need to be updated, current Governance structure – responsibilities entailed (Maude volunteering to work on this section)<ul style="list-style-type: none"><li>▫ Brandee sending out link to Governance Charter for BTG Board to review</li></ul></li><li>▪ Committee structure<ul style="list-style-type: none"><li>▫ CES oversight policies review – Christopher Kish</li></ul></li><li>▪ Building capacity to include LE</li><li>▪ Requesting presentation from James Koshiba around LE (Sharon Hirota will check on James Koshiba to be present for presentation)</li></ul></li><li>○ Strategize on NOFO</li><li>○ Training throughout the year - reach out to county chairs for list of needs</li><li>○ Monitoring for current contracts, policy to monitor the lead and schedule general membership meetings (2x a year – last meeting May/November 2017)</li><li>○ Tuesday morning for press conference<ul style="list-style-type: none"><li>▪ Location is reserved at the Kauai Ohana Zone</li><li>▪ Media contacts<ul style="list-style-type: none"><li>▫ Brandee will send out last list and counties can update</li><li>▫ Kauai will reach out to Garden Island and others</li></ul></li><li>▪ Time frame set at for 9:00-10 am for Tuesday 4/18/23 press conference</li><li>▪ 8am prep for press conference</li><li>▪ 10:30-3pm for planning</li></ul></li></ul></li><li>• Brandee will send out links for review – Governance Polices, CES oversight by email to BTG board</li><li>• LT space is available, need to complete registration</li><li>• Hotel information sent for hotel costs</li></ul>	
-------------------------------	--	--

# BRIDGING THE GAP

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

Board of Directors Meeting Minutes

March 1st, 2023 – 9am-12pm

Meeting ID: 847 7243 4010

	<ul style="list-style-type: none"> <li>○ Makana needs hotel days to put on hold for Kauai Beach Resort by end of today for accommodations on Sunday</li> </ul>	
<b>County Updates:</b>	<p>Hawaii:</p> <ul style="list-style-type: none"> <li>• Working on building capacity and participation</li> <li>• Broke out into committees during meeting</li> <li>• Educating Police, business partners, community</li> <li>• Parks division convened to address homelessness in parks</li> <li>• Going for County Council approval of one award (for 17 grant contract) with services throughout the island, starting July 1, 2023</li> <li>• Public comment period for construction fund - 9mil for construction of affordable housing</li> <li>• Working with KNMH for data tracking</li> </ul> <p>Kauai:</p> <ul style="list-style-type: none"> <li>• KCA membership growing- 12 members currently</li> <li>• Committees-growing capacity, changes include strategic planning and leadership</li> <li>• EHV’s</li> <li>• County of Kauai housing projects to have 400 units total including 194 units West and 162 units Central/Lihue.</li> </ul> <p>Maui:</p> <ul style="list-style-type: none"> <li>• Lori Tshako Director for Housing and Human Concerns</li> <li>• FLC projects-bridge housing</li> <li>• CCH moving to new building</li> <li>• MEO propose 120-unit affordable housing</li> <li>• Kihei affordable housing project opened-accepts HUD/PSH</li> <li>• Resuming Landlord Summit</li> </ul>	
<b>Adjournment:</b>	Meeting adjourned @ 11:45am	<a href="#">Adjourn 11:45am</a>
<b>Next Meeting:</b>	<p>Next BTG Meeting,</p> <ul style="list-style-type: none"> <li>• Wednesday, 4/5/2023</li> <li>• 9am-12pm, via zoom</li> </ul>	