

# BRIDGING THE GAP

## The Hawai'i Neighboring Islands' Continuum of Care (Hawai'i, Kaua'i, Maui)

### DRAFT MINUTES

BTG Board Meeting

Friday, April 22, 2016, 9:30AM – 3:30PM: (ACTUAL TIME 9:45AM – 2:45PM)

State of Hawai'i – Department of Human Services Homeless Programs Office

Mililani Building, 6<sup>th</sup> Floor Conference Room

- Attendees:**
- Hawai'i County: Rita Palma, Hawai'i Island Home for Recovery  
 Brandee Menino, Hope Services Hawaii  
 Sharon Hirota, County of Hawaii (BTG Vice-Chair)
- Kaua'i County: Bricen Moritsugu  
 Sharon Graham, Kaua'i County Housing Agency (BTG Secretary)
- Maui County: Maude Cumming, Family Life Center (BTG Chairperson)  
 Jan Shishido, County of Maui
- HPO: Lori Tsuhako  
 Harold Brackeen  
 John Gibo
- Guest(s): Monique Yamashita, Ka Hale A Ke Ola  
 Scott Morishige, Statewide Homeless Coordinator  
 Julie Ford, Governor's Office (Homeless)
- Absent: Debra DeLuis, Catholic Charities Hawaii – Kauai County  
 Thelma Akita-Kealoha, Catholic Charities Hawaii – Maui County

Agenda Topic	Discussion	Outcome/Action
<b>Call to Order</b>	BTG Chairperson Maude Cumming called the meeting to order at 9:45AM. Members present introduced themselves to the group and for the record.	
<b>HPO Updates</b>	Lori's last day, April 29 Harold will be Acting Temporary Administrator John Gibo, New Program Specialist	
<b>Approval of Minutes</b>	Minutes from the February 12, 2016. Motion to approve minutes.	Brandee motion Jan seconded Ayes-7 / Nays - 0
<b>Old Business:</b>		
<b>Coordinated Entry System (CES):</b>	Ashley and Gina with TAC provided TA with each county the first week of March.  Neighbor Island Feedback on TAC Training: Hawai'i Island: <ul style="list-style-type: none"> <li>• Majority of attendee's were from HOPE services;</li> <li>• Focus on homeless families;</li> <li>• Raw data shows numbers increasing;</li> </ul>	Counties will receive a 3 way split of planning grant.

	<ul style="list-style-type: none"> <li>County established they would be conveners.</li> </ul> <p>Kauai Island:</p> <ul style="list-style-type: none"> <li>Focus on Veteran's and homeless families;</li> <li>Need to have agency participation;</li> <li>Ready to go, know and familiar with the inventory;</li> <li>County agreed to be conveners.</li> </ul> <p>Maui Island:</p> <ul style="list-style-type: none"> <li>Focused on Veteran's and homeless families;</li> <li>Moving forward, need to start small, so focus is on Vets.</li> </ul>	
<b>HUD TA RE: CE Action Steps</b>	Reviewed BTG: CE Action Steps email sent from Gina to make decisions on bullet points regarding Sub-Population & Pilot Decisions.	Decisions made at the BTG Executive level.
<b>HMIS Implementation/ Administrator Status</b>	<p>HMIS Administrator – Anticipate June Contract Administrator will be responsible for system</p> <p>HMIS Contract Manager</p> <p><b>HMIS FUNDING (DISCUSSION):</b></p> <ul style="list-style-type: none"> <li>Clarification on who provides HMIS funding. Funding comes from BTG, PIC, C&amp; C and HPO. Primary funding comes from CoC funds.</li> <li>Lori requested \$250,000 for HIMS: \$75,000 for training, \$175,000 for data analysis. REQUEST WAS MADE TO THE LEGISLATURE.</li> <li>Data Committee has not established priorities.</li> <li>Motion to establish BTG Priorities for HMIS and relayed at next data committee meeting. Priorities are: FEDERAL COMPLIANCE and STATE COMPLIANCE.</li> </ul>	<p>John Gibo</p> <p>Brandee – Motion Sharon – Second Ayes 7 / Nays - 0</p>
<b><u>New Business:</u></b>		
<b>ESG Allocation for PY 17 (HUD PY 16)</b>	<p>Allocation Breakdown: (determined by population) (Email vote was done for ESG funding)</p> <p>Motion (official vote on record): Motion to ratify ESG Allocation for FY 17, per Judy's email.</p>	<p>Hawai'i County = 45.4% Maui County= 33.1% Kauai County = 16.5%</p> <p>Brandee – Motion Bricen – Second Ayes – 7 /Nays-0</p>
<b>2016 P.I.T Count Report Release</b>	<p>Current process: Carlos releases a draft Copy to HPO; HPO releases P.I.T Count report.</p> <p>Motion to change process on how P.I.T. Report will be released.</p> <p>New Process: HPO receives P.I.T. Report, releases to Executive team, Exec. Team review (with short turnaround time &amp; no forwarding). Will hold WebEx meeting to discuss report. Exec team draft one press release with local chapter chairs contact information, and agree to a release date to simultaneously</p>	<p>Jan – Motion Bricen –Seconded Ayes – 7 / Nays - 0</p>

	release report. During WebEx meeting can determine release date and time.	
<b><u>Agency Updates</u></b>		
<b>Hawaii County</b>	5 Weeks to plan Landlord summit. Summit successful. Shared info with Maui County.	
<b>Maui County</b>	Landlord Summit –TBD	
<b>Kauai County</b>	No new updates to report.	
<b><u>Guests:</u></b>		
<b>Scott Morishige</b>	Provided pamphlet and documents to be reviewed, and provide feedback. These were flyers that are to be shared with legislature and public once published. *Asked that the flyers not be shared, it's for review and comment only.	
<b>Adjourned</b>	2:45 p.m.	

(NOTE: Minutes must be distributed to Committee members prior to the next Committee meeting. Committee Chair/designee must also forward minutes to the BTG Chair within 10 days for posting to the HPO website.