

## **RNCoC Steering Committee Meeting**

**When:** April 18, 2024 1:30 pm  
**Where:** via Teams  
**Who:** Rural Nevada Continuum of Care Steering Committee  
**Why:** To discuss alternatives to homelessness in Rural Nevada

### **Present Members:**

Mary Jane Ostrander, Chair	Sarah Escartin
Cynthia Crist-Stommel	Shannon Ernst
Roxanne Peterson	Dawn Tann
Chris Murphy	Jackie Rhea
Lovia “Vi” Larkin	Jennie Martin
Yesenia Aguilera	
Jennie Martin	Austin Boral-Guest/Civic Roundtable
Sherry Smith	
Shayla Holmes	Michele Fuller-Hallauer (WWI)
Karyn Smith	Brandon Hallauer (WWI)
Heather Benson	Jordan Ernst (WWI)

### **1. Public Comment:**

**Summary:** Mary Jane shared an announcement that the emergency shelter in Carson City will be permanently closing. A church will be turning the emergency shelter into a treatment center with a one-to-two-year stay.

No other public comment occurred.

### **2. Civic Round Table Presentation:**

**Summary:** Austin Boral from the Civic Roundtable presented a collaboration platform for interagency communication and collaboration. The platform aims to improve efficiency and effectiveness across the Rural Nevada CoC and potentially align with their rebranding efforts and governance structure redesign.

Austin discussed the challenges and solutions for coordinating and collaborating in rural areas, particularly focusing on the example of the rural CoC in Oregon. The discussion focused on the potential benefits of implementing a community platform for coordinating enrollments and communication within the CoCs. Participants highlighted the need for statewide collaboration and expressed interest in using the platform for strategic planning and policy management.

Austin presented the security features of the Civic Roundtable platform, emphasizing its government agency experience, AWS GovCloud hosting, and end-to-end encryption. Austin explained how the pricing works based on the work that is needed and emphasized it is not by user.

Michele asked the group how many people they thought within the CoC would be actively using a platform like this. Mary Jane followed by asking Sarah how many CMIS Licenses the RNCoC has, and it came back there was 80 for a baseline estimate. Overall, Michele and MaryJane said that number would be doubled, with a projected user base of about 160. Mary Jane suggested discussing pricing and contracting before deciding to move forward. Austin offered to do a write up and asked for a scope of work and a sense of timeline in the steps to move forward.

Mary Jane asked if anyone had any concerns or objections in obtaining more specific information from Austin. With no concerns or objections Mary Jane suggested to move forward working with Austin in getting pricing and a scope of work done to bring it back to the group.

#### **Action Items:**

1. Mary Jane will work with Austin to get pricing and a scope of work done.

**Motions: No vote necessary**

**Vote: N/A**

### **3. Governance CoC Structure:**

**Summary:** Michele gave an update on the Governance Committee meeting that took place and explained they decided to explore the idea of creating a board that is made up of executive level members or decision makers from across the CoC geographic area. Michele gave an example that included county managers, commissioners (elected officials), and folks that are high level decision makers at larger agencies.

Michele explained they would continue to explore what the Steering Committee would look like as far as the responsibilities and who would vote on what as a board and how frequently they'd meet. Michele will be doing a mockup of what that would like for the next meeting. Currently they will continue to meet monthly.

Michele explained the Governance Committee discussed a centralized versus a decentralized structure, the group decided regionalizing the CoC representation wouldn't be the best fit because there are some spaces within the continuum that really don't have a lot of representation. The Governance Committee wants to make sure everyone is represented.

The Governance Committee also discussed the CoC membership application, it was determined that fliers would be a good idea to distribute. The suggestion of also making an electronic

application would be a good idea to be able to update records and have an electronic way for folks to sign up for emails, be on the correct distribution list and connect to membership applications. This in turn would allow us to be able to retrieve demographics for the consolidated application. The thought was to be able to do this in collaboration with the new website.

Michele explained they also talked about doing an application for both general membership and board membership. Michele explained the revamping of the steering committee needs to have a clear explanation of what membership means. She also explained what it means to be a stakeholder representative versus being an organizational representative. Lastly, the group set meetings for the Thursday that immediately precedes the Steering committee meetings.

**Action Items:**

1. Michele will do a visual mockup for what the board levels will look like before the next meeting.

**Motions:**

**Vote: No vote necessary**

**Motion:**

**Vote: N/A**

**4. Standing agenda items for updates:**

**Summary:** Sarah from Bitfocus gave an update that they are still preparing and working with the CoCs on the HIC/PIT submission which was extended to May 7<sup>th</sup>. Bitfocus continues to do their monthly training. Sarah explained she will follow up with providers to gather detailed information for the Housing Inventory Count and Point in Time Count.

Michele added that if anyone gets an email from any Bitfocus or WWI team members regarding HIC, please respond to the email as soon as possible with as much detail as possible. Sarah added if you have any questions please reach out at any time.

Mary Jane explained she was invited to Dallas to participate in the Veterans Administration conference that will focus on building strategic plans for rural Nevada on responding to homeless vets.

Michele explained on the 9<sup>th</sup> Michele and two other CoC coordinators gave a presentation to the Legislation Council Bureau, Silver Haired Legislative Forum on seniors experiencing homelessness. Michele gave presentations on behalf of the Interagency Council on Homelessness to Housing (ICHH) for the state and a presentation for the RNCOC.

**Action Items:**

1. Respond to any emails from Bitfocus or WWI team members regarding HIC with as much details as possible.

**Motions: No vote necessary**

**Vote: N/A**

**5. Coordinated Entry:**

**Summary:** Mary Jane explained they wanted to get the Coordinated Entry Meetings up and running again, it currently does not have an official Chair. Michele or Danita will be sitting in as an Interim Chair. Michele gave an update that the first meeting is scheduled for May 10<sup>th</sup> from 10:00-11:30. Michele asked anyone that needs the invite to please let Jordan know. The meeting has been set up as a reoccurring meeting. Michele asked anyone interested in being a Chair to please let her know. Mary Jane reminded everyone that if you are a Coordinated Entry site you or a representative are required to be at this meeting.

**Action Items:**

1. Email Jordan at [jfe@wingedwolf.org](mailto:jfe@wingedwolf.org) for an invite to the Coordinated Entry meeting.
2. Anyone that is a Coordinated Entry site is required to attend the Coordinated Entry meetings.

**Motions: No vote necessary**

**Vote: N/A**

**6. Logo/Rebranding Workgroup:**

**Summary:** Mary Jane gave an update that the logo workgroup has met once and a request to Southwest Airlines was submitted for tickets as a prize for the logo competition. Michele followed up by giving an update that the previous meeting did not have a great turn out, but a good discussion took place. The next meeting is set for May 23<sup>rd</sup> at 1:00pm, if anyone needs the link to these meetings, please contact Jordan.

Michele explained we need folks that are good at logo design and explained the group discussed what aspects we want the logo to represent and how we want the art to be tied in. The group also discussed that the RNCOC does housing and so much more such as prevention, support services, stabilization, we are community, one big group, assistance for everyone, we value the Rural's

and residents etc. Michele explained we need more people at the table, so we can get the logo going, a color scheme set, and we need to get a URL identified as soon as possible in order to get a landing page.

Michele asked everyone if they had preference on renaming the CoC to “RNCoc”, “Rural Nevada CoC”, or if everyone would like it to be a separate name. The group discussed a couple of different options for names and a URL. Michele gave an explanation on what the URL would be used for, how it could be linked, and the cost would be \$12.00 a year. After further discussion and verbal consensus the group decided the URL should be RuralNevadaCoC.org.

**Action Items:**

1. Please email Jordan at [jfe@wingedwolf.org](mailto:jfe@wingedwolf.org) for an invite to the Logo/rebranding workgroup.
2. Michele will get the URL RuralNevadaCoC.org purchased.

**Motions: No vote necessary**

**Vote: N/A**

**7. Building the membership:**

**Summary:** Mary Jane explained that everyone should be thinking of different folks we could have join the CoC within their communities. Mary Jane suggested to do a Virtual Open House and provide a presentation to explain what the CoC does and why we’d like to have them as members. Michele mentioned she would be doing this on her trip to the Rurals but could also do a Virtual Open House presentation. Michele suggested waiting to do the Virtual Open House presentation until after we have a logo and do them in conjunction with the rebranding kickoff. Everyone agreed once a logo is created a date will be set for the kickoff.

Michele gave an update that she would be up North from the 1<sup>st</sup> to the 9<sup>th</sup> of May. She explained she is trying to do visits with different community leaders while she is in the area. She has been reaching out to the different counties but does not know who to reach out to for Pershing, Storey, and Mineral counties. Michele explained she would like to get to know the leadership in each county and get an idea of what the specific needs are to provide better information when speaking about the RNCoc. Michele asked if anyone knows the best contact to reach out to in the counties, please let her know or if she missed anyone, also please let her know.

**Action Items:**

1. Identify potential new members for the CoC.
2. Mary Jane will set up a Virtual Open House for potential new members after the logo is created.
3. Please reach out to Michele with any county contact information she should meet with while here.

**Motions: No vote necessary**

**Vote: N/A**

**Public Comment:**

**Summary:**

**Next Steps/ Action Items:**

1. Work with Austin Boral to get pricing and a scope of work done.
2. Michele will do a visual mockup for what the board levels will look like before the next meeting.
3. Respond to any emails from Bitfocus or WWI team members regarding HIC with as much details as possible.
4. Email Jordan at [jfe@wingedwolf.org](mailto:jfe@wingedwolf.org) for an invite to the Coordinated Entry meeting.
5. Anyone that is a Coordinated Entry site is required to attend the Coordinated Entry meetings.
6. Please email Jordan at [jfe@wingedwolf.org](mailto:jfe@wingedwolf.org) for an invite to the Logo/rebranding workgroup.
7. Michele will get the URL RuralNevadaCoC.org purchased.
8. Identify potential new members for the CoC.
9. Mary Jane will set up a Virtual Open House for potential new members after the logo is created.
10. Please reach out to Michele with any county contact information she should meet with while here.