

## **RNCoC Steering Committee Meeting Minutes**

**When:** May 16, 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  
Roxanne Peterson  
Chris Murphy  
Heather Benson  
Sarah Escartin  
Dawn Tann  
Jackie Rhea  
Kara Fraki  
Cheryl Borgstrom  
Kelly Robson  
Curtis Butler

Jodi Martinez  
Amy Hyne-Southerland  
Lourdes Zuniga-Perez  
Nikki Wright  
Karyn Smith  
Jennie Martin  
  
Michele Fuller-Hallauer (WWI)  
Brandon Hallauer (WWI)  
Jordan Ernst (WWI)

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

#### **Summary:**

No public comment occurred.

### **2. CoC Coordination SOW Discussion**

**Summary:** Michele presented the scope of work for the next contract year, which includes various responsibilities such as governance, operations, and planning, as well as deliverables like detailed plans, action items, and documentation of collaborative efforts. The discussion also touched on the need to secure additional funding and the potential options for obtaining it. Amy, representing NACO, suggested utilizing the NACO conference and other funding sources for sustainable funding. The current efforts of the rebranding workgroup will help support the RNCoC by engaging the public, clients, and providers.

#### **Action Items:**

1. The CoC will continue to work with WWI.
2. Steering Committee members need to talk to their agencies about funding for CoC coordination and be prepared for financial commitment (MOU) at the next meeting.

**Motions: Accept the scope of work as presented**

**Vote: Approved**

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

**Nevada Housing Division**

**Summary:** No update

**Bitfocus:**

**Summary:** Kelly outlined the initiative to clean up funding sources within programs, emphasizing the significance of ensuring accuracy and compliance with HUD data standards. She stressed the need for individual agency meetings to address these issues. Sarah emphasized the importance of customer feedback through an email survey for Health Check and encouraged recipients to pass it on to others. Michele announced funding for capacity building and plans for Technical Assistance and training to improve data quality, highlighting the collaboration with Bitfocus and the upcoming efforts for one-on-one technical assistance.

**Veterans Administration:**

**Summary:** Kara gave an update that she would be out of the office until October, if anything is needed, please reach out to Nikki at [nicolette.wright@va.gov](mailto:nicolette.wright@va.gov). Mary Jane expressed that the Veterans Administration had a national conference regarding Veteran homelessness. If anyone has any Veterans who are experiencing homelessness, please reach out, as they have been placing clients in housing quickly.

**Action Items:**

1. WWI and Bitfocus will continue to work together on the Health Check.
2. Please reach out to Nikki at [nicolette.wright@va.gov](mailto:nicolette.wright@va.gov) with any questions for Veterans Administration.

**Motions:**

**Vote: No vote necessary**

**Motion:**

**Vote: N/A**

**4. Coordinated Entry:**

**Summary:** Michele gave an update that the Coordinated Entry Committee met last Friday, May 10<sup>th</sup>, 2024. The meeting entailed the success and weakness of the Coordinated Entry system, specific people missing from the table, and working on stronger outreach to those needed at the Coordinated Entry meeting. Michele informed everyone that the meeting minutes would go out and that the next meeting would take place on June 14<sup>th</sup> at 10 am. Those who attended the meeting are going to review the current Coordinated Entry policy and procedures and review what needs to be changed. HUD's coordinated entry self-assessment tool was also discussed, will be distributed, and will need to be completed by committee members so we can assess the health of our Coordinated Entry System.

**Action Items:**

1. Let Michele know anyone who should be part of the Coordinated Entry Committee meetings or forward anyone who needs an invite to them.
2. WWI will ensure meeting invites are sent out to those who need them.
3. Coordinated Entry Committee meeting will take place June 14<sup>th</sup> at 10am.

**Motions: No vote necessary**

**Vote: N/A**

**5. Logo/Rebranding Workgroup:**

**Summary:** Jordan gave an update that the Logo Workgroup met on Tuesday and had a great discussion on the Website development. Jordan expressed that, as of now, there has been no logo submission. The next meeting will take place on June 11<sup>th</sup>, if anyone needs the meeting invite, please reach out to Jordan. Brandon updated everyone that the domain name was purchased. It is currently an empty page, but there is now a place for the web page. Michele reminded everyone to please share the Logo Competition flyer.

**Action Items:**

1. Please reach out to Jordan at [jfe@wingedwolf.org](mailto:jfe@wingedwolf.org) for the meeting invite.
2. Jordan will resend the Logo competition flyer to everyone.
3. The next Rebranding Logo Competition Work Group meeting will take place on June 11<sup>th</sup> at 1:00 pm.

**Motions: No vote necessary**

**Vote: N/A**

**6. CoC Local Competition:**

**Summary:** Michele gave an update on the upcoming CoC local competition, emphasizing the need for active participation and the selection of team members for rating and ranking

projects. She highlighted the availability of HUD bonus project money (DV and permanent housing) and encouraged the submission of new project ideas to increase funding for the rural Nevada CoC. Additionally, Michele discussed the reallocated funding and the importance of utilizing all available resources to support individuals experiencing homelessness. The conversation also touched on creative solutions, such as funding for mobile homes and the potential for roommate situations under HUD guidelines.

**Action Items:**

1. Be thinking about people who have lived experiences and other people to participate in the rating and ranking of the projects in the local competition
2. Be thinking about new project ideas for the HUD bonus project.

**Motions: No vote necessary**

**Vote: N/A**

**Public Comment:**

**Summary:** Michele updated everyone that WWI signed a contract with The Nevada Housing Division to develop and implement the 811 project rental assistance (PRA) project.

Dawn asked if a prize for the logo competition had been decided. Mary Jane updated everyone that an application was submitted for Airline tickets, but a Tax ID number was needed. The group discussed other various prize options.

**Next Steps/ Action Items:**

1. The CoC will continue to work with WWI.
2. Steering Committee members need to talk to their agencies about funding for CoC coordination and be prepared for financial commitment (MOU) at the next meeting.
3. WWI and Bitfocus will continue to work together on the Health Check.
4. Please reach out to Nikki at [nicolette.wright@va.gov](mailto:nicolette.wright@va.gov) with any questions for Veterans Administration.
5. Let Michele know anyone that should be part of the Coordinated Entry Committee meetings or forward anyone who needs an invite to them.
6. WWI will ensure meeting invites are sent out to those who need them.
7. The Coordinated Entry Committee meeting will take place June 14<sup>th</sup> at 10am.
8. Please reach out to Jordan at [jfe@wingedwolf.org](mailto:jfe@wingedwolf.org) for the meeting invite.
9. Jordan will resend the Logo competition flyer to everyone.
10. The next Rebranding Logo Competition Work Group meeting will take place on June 11<sup>th</sup> at 1:00 pm.

11. Be thinking about people who have lived experiences and other people to participate in the rating and ranking of the projects in the local competition
12. Be thinking about new project ideas for the HUD bonus project.