

## **RNCoC Steering Committee Meeting Minutes**

**When:** June 20, 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  
Jackee Stewart, Co Chair  
Roxanne Peterson  
Chris Murphy  
Sarah Escartin  
Dawn Tann  
Jackie Rhea  
Lourdes Zuniga-Perez  
Karyn Smith  
Jennie Martin  
Jessica Barlow  
Sherry Smith

DJ Mills  
Yesenia Aguilera  
Chelsea Heath  
Shayla Holmes  
Christie Contreras  
Janet Thompson  
Jessica McCutcheon  
Jazzmine Betancourt  
  
Michele Fuller-Hallauer (WWI)  
Brandon Hallauer (WWI)  
Jordan Ernst (WWI)

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

**Summary:** Jazzmine updated the group that they are currently working on the FY24 ESG application scoring. WWI has been assisting with scoring and should be completed by the end of the week, with award notices coming later.

### **2. Logo Rebranding Workgroup Update:**

**Summary:** Brandon gave an update that there were four logo submissions, and the workgroup had narrowed it down to three to present to the Steering Committee. Brandon explained the three logo options and corresponding color palettes to the Steering Committee for review and decision. The team engaged in a detailed discussion about the color palette for branding materials, considering the addition of muted colors to complement the existing logo colors. The group moved forward with a voting poll to select the winner, and logo three was the final decision. The team engaged in a discussion about the color palette options and whether they were ADA-compliant. Award options were discussed, and Carson City Health and Human Services decided to do a \$100.00 Visa gift card.

Brandon updated the team on the live website for [ruralnevadacoc.org](https://ruralnevadacoc.org), highlighting that the CoC local competition page is live. He further explained that this will be the centralized location for information about the upcoming local NOFO competition.

### **Action Items:**

1. Brandon/Jordan will check to see if the color palette is ADA-compliant.
2. Carson City Health and Human Services will provide the logo winner with a \$100 Visa gift card.
3. Everyone will get signed up for the new email distribution list  
<http://eepurl.com/iMAKwE>

**Motions: Approve the new RNCoc Logo**

**Vote: Approved.**

**3. HMIS Licensing:**

**Summary:** Mary Jane and Sarah discussed cleaning up HMIS licenses and formalizing their distribution. Sarah updated everyone that her focus for this agenda item was to get all the agency leads together for a quarterly meeting. Sarah will send each agency lead a breakdown of the number of licenses being used and who is utilizing them in order to free up licenses and reallocate those not being used.

**Action Items:**

1. Sarah will send a new spreadsheet by Thursday at the close of business.
2. Sarah will send out an invite for a quarterly leads meeting.

**Motions:**

**Vote: No vote necessary**

**4. CoC Funding:**

**Summary:** The discussion focused on securing funding and grant opportunities for the Rural Nevada CoC. The group discussed local funds and the challenges agencies face when providing funds for CoC coordination. Mary Jane suggested extending commitments another week. Michele addressed grant funding opportunities through ACF, with the due date fast approaching on July 2<sup>nd</sup>. She explained WWI is not eligible as it has to be a nonprofit and asked if any nonprofits were interested herself and Mary Jane could help with the application process. Chris at New Frontier volunteered to take the ACF grant opportunity information to his Executive Director.

**Action Items:**

1. Agencies will work towards securing funding for the CoC.
2. Michele will send New Frontier information on the ACF grant opportunity.
3. Chris will take ACF grant information to his Executive Director.

**Motions:**

**Vote: No vote necessary**

**5. Civic RoundTable:**

**Summary:** Mary Jane informed the group that the Civic RoundTable would be very beneficial and helpful, but the quote was about \$25,000. With other areas needing funding, the Civic

RoundTable has been put on a back burner. Michele explained that Austin is still talking with the Interagency Council on Homelessness to Housing and the other CoCs regarding the Civic RoundTable. Michele discussed that it behooves us as a Rural CoC to have our voices heard about what we think about the Civic RoundTable platform.

**Action Items: N/A**

**Motions: No vote necessary**

**Vote: N/A**

## **6. Unspent Funds:**

**Summary:** Michele discussed the quarterly report from HUD on unspent funds for CoC grants, emphasizing the importance of monitoring spend for CoC grants and the impact of unspent funds on continued CoC funding and project scoring. The group also discussed challenges related to spending down, including difficulties in finding suitable housing units and delays in spending funds due to program requirements and landlord participation issues.

**Action Items:**

1. If you would like WWI 1-on-1 TA you can apply at this link:  
<https://www.surveymonkey.com/r/RNCoC-1-on-1-TA>
2. Jazzmine and WWI will create a training/one-pager on funding sources.

**Motions: No vote necessary**

**Vote: N/A**

## **7. FCAA:**

**Summary:** Michele updated the group that the FCAA has not been providing services due to an issue with their 501(c)(3). They are currently working to reinstate their 501(c)(3). Michele talked with our HUD representatives and explained they are willing to work with FCAA to maintain their grants if they can reinstate their 501(c)(3). In the meantime, HUD will reach out to the board of FCAA to get some additional information they require for maintaining funding and permission to work with WWI. They are also going to reach out to the agency that has taken on the rest of the programs for FCAA to determine the viability of whether it makes sense for the programs to be transferred to that project or not, and then they will reach back out to this CoC on whether the CoC is interested in letting that agency maintain those projects.

**Action Items:**

1. Michele and WWI will ask for releases of information to be signed from each agency for WWI to be able to talk to HUD on behalf of the CoC and each agency.

**Motions: No vote necessary**

**Vote: N/A**

## **8. CoC Local Competition:**

**Summary:** The meeting addressed the upcoming CoC local competition and the need to prepare for the 2024 HUD CoC NOFO release. Michele discussed the changes in the application process for new and renewal projects, emphasizing the need for outreach and expansion of services. She also highlighted the development of a web page for the local competition and establishing a scoring and ranking committee to ensure a less subjective decision-making process based on data.

**Action Items:** N/A

**Motions:** No vote necessary

**Vote:** N/A

**9. 2024 HIC/PIT:**

**Summary:** Due to lack of time, Brandon will send the 2024 HIC/PIT report to everyone's email shortly.

**Action Items:**

1. Brandon will send out the HIC/PIT report via email shortly.

**Motions:** No vote necessary

**Vote:** N/A

**Next Steps/ Action Items:**

1. Brandon/Jordan will check to see if the color palette is ADA-compliant.
2. Carson City Health and Human Services will provide the logo winner with a \$100 Visa gift card.
3. Everyone will get signed up for the new email distribution list  
<http://eepurl.com/iMAKwE>
4. Sarah will send a new spreadsheet by Thursday at the close of business.
5. Sarah will send out an invite for a quarterly leads meeting.
6. Agencies will work towards securing funding for the CoC.
7. Michele will send New Frontier the information on the ACF grant opportunity.
8. Chris will take ACF grant information to his Executive Director.
9. If you would like WWI 1-on-1 TA you can apply at this link:  
<https://www.surveymonkey.com/r/RNCoC-1-on-1-TA>
10. Jazzmine and her team will create a training/one-pager on funding sources.
11. Michele and WWI will ask for releases of information to be signed from each agency for WWI to be able to talk to HUD on behalf of the CoC.
12. Brandon will send out the HIC/PIT report via email shortly.
13. The next meeting will be **Thursday, July 18<sup>th</sup> at 1:30 PM.**