

## **RNCoC Steering Committee Meeting Minutes**

**When:** July 18th, 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  
Lovia Larkin  
Enrique De La Pas  
Sherry Smith  
Curtis Butler

Yesenia Aguilera  
Cheryl Borgstrom  
Debbie Balsinger  
Christie Contreras  
Janet Thompson  
Jessica McCutcheon  
Jazzmine Betancourt  
Heather Benson  
  
Michele Fuller-Hallauer (WWI)  
Brandon Hallauer (WWI)  
Jordan Ernst (WWI)

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

**Summary:** Michele gave an update about her absence and explained that she will not be taking meetings before 9 am due to the current situation. Brandon updated the group that everyone should have received the PIT count document before the meeting. If you did not receive it, please reach out to [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org).

**\*\* New email sign up\*\*** <http://eepurl.com/iMAKwE>

### **2. Standing agenda items for updates:**

#### **Nevada Housing Division:**

**Summary:** Jazzmine updated the group that ESG FY22 is officially 100% spent down, FY23 is 50% spent down, and they hope to have the initial award announcements sent out in the next month for FY24 ESG. Everyone can expect to hear about the FY23 CAPR and everyone's information must be submitted to SAGE. If anyone has any questions, please reach out to Jazzmine at [jbetancourt@housing.nv.gov](mailto:jbetancourt@housing.nv.gov).

#### **Bitfocus:**

**Summary:** Sarah gave a brief reminder that the beginning of the new fiscal year is a perfect time to start cleaning up funding sources, programs, and services. She reminded everyone that as things start winding down and you are wrapping up programs, this is the time to get everything

cleaned up. If you have funding sources you need to get updated or started; please reach out to **nevada-admin@bitfocus.com** so Bitfocus can assist. Sarah explained that if a program is closed and you need data, please let them know, and they can reopen it.

Mary Jane and Sarah discussed the upcoming Clarity Connect event with the group, the importance of attending, and the value of the office hours with Bitfocus. They also covered the HMIS refresher training on annual assessments, emphasizing the location is at the Sahara in Las Vegas. <https://www.bitfocus.com/clarityconnect>

### **Veterans Administration**

#### **Summary:**

Mary Jane provided updates on the expansion of the VA's mobile medical van services for homeless veterans to rural counties and the eligibility for medical VA benefits. Curtis explained the van would be in Carson once a month with medical providers and the eligibility team. Curtis also covered rural counties with Nation's Finest and the addition of a new MSU case manager.

#### **Action Items:**

1. If you have any questions, please contact Jazzmine at [jbetancourt@housing.nv.gov](mailto:jbetancourt@housing.nv.gov) for any FY23 CAPR or ESG questions.
2. If you have funding sources you need to get updated or started, please reach out to [nevada-admin@bitfocus.com](mailto:nevada-admin@bitfocus.com).
3. Clarity Connect event sign up <https://www.bitfocus.com/clarityconnect>.

#### **Motions: N/A**

**Vote: No vote necessary**

### **3. HMIS Licensing:**

**Summary:** Mary Jane provided an update that Sarah and Kelly have been working on cleaning up the HMIS Licensing and seeing how many are available. Sarah provided updates on the ongoing licensing process. Mary Jane discussed the challenges in cleaning up HMIS licenses and the impact of staff turnover on agency licenses.

#### **Action Items: N/A**

#### **Motions: N/A**

**Vote: No vote necessary**

### **4. CoC Funding and CoC Coordination:**

**Summary:** Mary Jane provided an update that no contributions are coming in. Without any contributions, there will need to be a review of WWI scope of work and the need to delegate tasks to CoC members. Mary Jane asked if anyone is on standby for a contribution, please let them

know. Chris explained that the governor's office had sent out a funding opportunity for match funds and would forward it to the appropriate members. Mary Jane provided an update: the only contributions that have come forward are from Carson and Churchill, with Rural Clinics being the collaborative applicants with contributions. Michele reminded everyone that Churchill applied for the Mental Health Block Grant on behalf of everyone but had not heard back. The participants reviewed the financial spreadsheet and confirmed there was still \$72,000 needed.

Jazzmine and Michele highlighted the importance of supporting the CoC in budget planning and seeking grants, noting the ongoing participation required and the challenges due to changes in funding sources.

**Action Items:**

1. Let Mary Jane know how much your agency can contribute for CoC coordination.
2. Plan to include CoC coordination into future agency budgets.

**Motions: N/A**

**Vote: No vote necessary**

**5. Coordinated Entry:**

**Summary:** Michele discussed the recent Coordinated Entry meeting last week. She explained that Danita had been leading the team through a HUD self-assessment tool and had identified areas for improvement and changes that needed to be made. The next meeting will be going over areas that need improvement and starting to move forward with those implementations.

Michele reminded everyone to use the link to sign up for the new email enrollment <http://eepurl.com/iMAKwE>. Brandon asked anyone who is not receiving emails from the [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org) email to talk with their IT department to whitelist the email. Once Danita completes the written self-assessment, it will be available to everyone.

**Action Items:**

1. Everyone who would like to be on the new email distribution list will sign up at <http://eepurl.com/iMAKwE>.
2. Once the written self-assessment is completed, it will be available to everyone.

**Motions: No vote necessary**

**Vote: N/A**

**6. CoC Local Competition:**

**Summary:** Michele provided an update that Danita has sent information to the members of CoC-funded programs on the grant inventory worksheet. Please send the information to Danita so it can be verified. Michele asked everyone to keep their eyes open for emails from [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org) as information on next steps will be sent out.

If anyone would like to meet with WWI to brainstorm new program ideas, please email [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org). Mary Jane asked anyone who had not submitted their letter of intent to please get those submitted to WWI.

**Action Items:**

1. All CoC-funded program members will send information regarding the grant inventory worksheet to [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org).
2. To schedule a meeting with WWI to brainstorm new program ideas, email [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org).
3. Submit a letter of intent to WWI at [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org).

**Motions: No vote necessary**

**Vote: N/A**

**7. 2024 HIC/PIT:**

**Summary:** Brandon presented data on homelessness, including total counts, subpopulations, and sheltered vs. unsheltered individuals, as well as the representation of gender identities in the data. Brandon explained that the document was ready to be distributed to the appropriate audience and would be sent to a reporter who wanted to do a story on it.

**Action Items: N/A**

**Motions: N/A**

**Vote: No vote necessary**

**Public Comment and Announcements:**

Mary Jane shared information about public presentations on responsible giving in Carson City. The group discussed getting biweekly Governance meetings back on the calendar. They are set for the second Fridays of every month starting **August 9<sup>th</sup> 9:00-10:30 am** and the fourth Fridays of every month starting **August 23<sup>rd</sup> at 10:30-12:00 pm**.

**Next Steps/ Action Items:**

1. If you have any questions, please contact Jazzmine at [jbetancourt@housing.nv.gov](mailto:jbetancourt@housing.nv.gov) for any FY23 CASPR or ESG questions.
2. If you have funding sources you need to get updated or started, please reach out to [nevada-admin@bitfocus.com](mailto:nevada-admin@bitfocus.com)
3. Let Mary Jane know how much your agency can contribute for CoC coordination.
4. Plan to include CoC coordination into future agency budgets.
5. Everyone who would like to be on the new email distribution list will sign up at <http://eepurl.com/iMAKwE>.
6. Once the written self-assessment is completed, it will be available to everyone.
7. All CoC-funded program members will send information regarding the grant inventory worksheet to [rncoc@wingedwolf.org](mailto:rncoc@wingedwolf.org).

8. To schedule a meeting with WWI to brainstorm new program ideas, email [\*\*rncoc@wingedwolf.org\*\*](mailto:rncoc@wingedwolf.org).
9. Submit a letter of intent to WWI at [\*\*rncoc@wingedwolf.org\*\*](mailto:rncoc@wingedwolf.org).