

RNCoC Steering Committee Meeting Minutes

When: August 15th, 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
Jazzmine Betancourt
Yesenia Aguilera
Dawn Tann
Lourdes Zuniga-Perez
Brian Gardner
Shayla Holmes
Jessica McCutcheon
Christie Contreas
Kelly Robson
Jodi Miller
Sarah Escartin
Chris Murphy
Curtis Butler
Jackie Rhea

Michele Fuller-Hallauer (WWI)
Brandon Hallauer (WWI)
Jordan Ernst (WWI)

1. Public Comment:

Summary: Mary Jane gave an update that their board of supervisors met, reviewed and looked at the Grants Pass decision. They are exploring potential law changes. She explained that the Carson City rehousing committee and nonprofit agencies had been collaborating to avoid duplicate services and would be reaching out to other rural counties.

2. Standing agenda items for updates:

Nevada Housing Division:

Summary: Jazzmine updated the group that the FY24-25 ESG and State Trust Fund preliminary award amounts are with their administrator for review, and they hope to have them out soon. Jazzmine told everyone not to worry about the FY24 environmental reviews, saying the Nevada Housing Division would take care of it.

Action Items: N/A

Motions: N/A

Vote: No vote necessary

Bitfocus:

Summary: Mary Jane and Sarah reminded everyone there is still time to sign up for Clarity Connect. Sarah and Kelly gave an update on the upcoming state refresher training on August 27th from 1:00–2:00 PM. Sarah explained that the link is in the newsletter, or you can email Nevada-admin@bitfocus.com.

Action Items:

1. To sign up for Bitfocus state refresher training, email Sarah at Nevada-admin@bitfocus.com

Motions: N/A

Vote: No vote necessary

Veterans Administration

Summary: The Veterans Administration and Nation's Finest didn't have any current updates.

Action Items: N/A

Motions: N/A

Vote: No vote necessary

3. HMIS Licensing:

Summary: Mary Jane introduced Jodi Miller with Nights off the Streets and explained the organization's operating months and what the organization entailed. The group discussed getting Nights off the street an HMIS license, which was passed.

Sarah gave an update that everything was looking good with the system cleanup.

Action Items: N/A

Motions: Accept Night off the Streets in CMIS for the RNCoC.

Vote: Approved

4. Coordinated Entry:

Summary: Michele gave an update that the Coordinated Entry Committee has been meeting on the second Friday of each month at 10:30 AM. She explained they just completed two sessions of the HUD Self-Assessment Tool. The committee dove into data conversation, data everyone would like to see and thought would be helpful at the last meeting. Michele explained that the committee is looking for a chair. If anyone is interested in leading the committee, please contact WWI at rncoc@wingedwolf.org.

Action Items:

1. Reach out to WWI at rncoc@wingedwolf.org for more information about being the chair of the Coordinated Entry Committee.

Motions: N/A

Vote: No vote necessary

5. HUD FCAA Contracts:

Summary: Michele spoke about the Frontier Community Action Agency, the contracts they hold within the CoC, and the funds. Michele explained they have been working with HUD to see what they could do to execute the contracts and keep the funds for the CoC. WWI has been working with HUD regional and HUD national offices and explained that the committee needs to send a letter to HUD stating who they want the contracts to go to, signed by the leadership. The group discussed who would take over the contracts and voted on Elko FISH.

Action Items:

1. WWI will work with HUD to transfer contracts over to Elko FISH.
2. WWI will write the letter for HUD and have the Chair and Co-Chair sign it.

Motions: Permit the chairs to sign a letter to HUD stating that, as a CoC, we would like to reallocate the funds to Elko FISH.

Vote: Approved

6. Letter of Support for Replacement Agency:

Summary: Mary Jane explained there are funds from DHHS that are being made available through a NOFO. DHHS funding is a good match for CoC funding. Mary Jane asked if the committee would like to send a letter of support for the agency that is going to assume the CoC grants if they apply for the DHHS funding opportunity. After much discussion, the participants voted and agreed to prepare a letter of support.

Action Items:

1. WWI will prepare the letter of support.

Motions: Provide a letter of support to the agency that assume the CoC grants.

Vote: Approved

7. CoC Local Competition:

Summary: Michele discussed the two current CoC NOFOs: the regular CoC competition and consolidated application and CoCBuils. Michele explained the two opportunities, their differences, deadlines, and the changes from last year. The participants discussed different match opportunities, sub-recipients, and fund amounts. All documents for the competition can be found at ruralnevadacoc.org/local-competition/.

Action Items:

1. Everyone will review and provide feedback in the fifteen-day timeline on the Rating and Ranking Policies and Procedures.
2. Create a Rating and Ranking committee.
3. WWI office hours will start on August 31st.
4. Jordan/Brandon will send an email once local competition documents are up on the website.

Motions: N/A

Vote: No vote necessary

8. CoC Coordination (Standing Item):

CoC Funding:

Summary: Participants discussed any new funding opportunities for the CoC coordination, the available funding left, and how long it will last. Mary Jane explained no new contributions have come forward.

Action Items:

1. Jazzmine, Mary Jane, and WWI will set up a meeting to discuss possible funding opportunities.

Motions: N/A

Vote: No Vote necessary

9. Monitoring Work Group:

Summary: Mary Jane explained the monitoring workgroup needs to be brought back as a standing work group. The group discussed the different aspects of the monitoring committee, how frequent meetings should be, who will be on it, and the possibilities of what they will do. Mary Jane suggested that participants who are new to the CoC and plan to be future grant applicants would be a good fit for this committee. Shayla, Brian, Mary Jane, and Bitfocus agreed to be part of the monitoring committee.

Action Items:

1. Brandon/Jordan will send a doodle poll to set up a meeting.

Motions: N/A

Vote: No vote necessary

10. WWI Office Hours and TA:

Summary: Brandon updated the group. WWI will be doing office hours on the local competition, and CoC builds. They will also offer to do a 1-on-1 TA to review the agency's applications, data quality, and any projects they may have. If anyone has any suggestions on topics, please get in touch with WWI at rncoc@wingedwolf.org.

Action Items:

1. Reach out to WWI at rncoc@wingedwolf.org with any TA suggestions.
2. Sign up for 1-on-1 TA at <https://www.surveymonkey.com/r/RNCoC-1-on-1-TA>.

Motions: N/A

Vote: No vote necessary

11. RNCoC New Email Sign-Up:

Summary: Brandon explained the challenges with the current RNCoC email list and proposed a deadline for everyone to sign up for the new email distribution list by the end of the year. The group discussed who currently was signed up for the new email list. Mary Jane offered to review the RNCoC email list to see who was missing. The group agreed that the deadline for signing up would be September 16th.

Action Items:

1. Mary Jane will review the current email list to see who is missing.
2. Jordan will send Mary Jane the current email list.
3. **Everyone will sign up for the new email list by September 16th. Sign up link**
<http://eepurl.com/iMAKwE>

Motions: N/A

Vote: No vote necessary

Public Comment:

Summary:

Jordan discussed the current RNCoC website and explained that any agencies with any volunteering opportunities should contact WWI at rncoc@wingedwolf.org to get on the website.

Michele updated the group that she would be coming to the Northern part of the state from September 9th-17th. If anyone would like to schedule a site visit or meeting, please get in touch with Jordan at jfe@wingedwolf.org.

Next Steps/ Action Items:

1. To sign up for Bitfocus state refresher training, email Sarah at **Nevada-admin@bitfocus.com**
2. Reach out to WWI at rncoc@wingedwolf.org for more information about being the chair of the Coordinated Entry Committee.
3. WWI will work with HUD to transfer contracts over to Elko FISH.
4. WWI will write the letter for HUD and have the Chair and Co-Chair sign it.
5. WWI will prepare the letter of support.
6. Everyone will review and provide feedback in the fifteen-day timeline on the Rating and Ranking Policies and Procedures.
7. Create a Rating and Ranking committee.
8. WWI office hours will start on August 31st.

9. Jordan/Brandon will send an email once local competition documents are up on the website.
10. Jazzmine, Mary Jane, and WWI will set up a meeting to discuss possible funding opportunities.
11. Brandon/Jordan will send a doodle poll to set up a meeting.
12. Reach out to WWI at rncoc@wingedwolf.org with any TA suggestions.
13. Sign up for 1-on-1 TA at <https://www.surveymonkey.com/r/RNCoC-1-on-1-TA>.
14. Mary Jane will review the current email list to see who is missing.
15. Jordan will send Mary Jane the current email list.
16. **Everyone will sign up for the new email list by September 16th. Sign up link <http://eepurl.com/iMAKwE>**