



RNCoC Steering Committee Meeting Minutes

When: November 21st, 2024 1:30 PM
Where: via Teams
Who: Rural Nevada Continuum of Care Steering Committee
Why: To discuss addressing homelessness in Rural Nevada

Present Members:

Mary Jane Ostrander, Chair, Carson City Health and Human Services
Jackee Stewart, Co-Chair, Churchill County Social Services
Kara Fraki, Sierra Nevada Veterans Affairs
Lourdes Zuniga-Perez, Nevada Rural Housing
Roxanne Peterson, New Frontier
Chris Murphy, New Frontier
Jackie Rhea, Advocates to End Domestic Violence
Sarah Escartin, Bitfocus
Lovia "Vi" Larkin, Vitality Unlimited
Karyn Smith, Nye County Health and Human Resources
Dawn Tann, DPBH Rural Clinics
Chelsea Heath, Nevada Housing Division
Christie Contreras, Carson City Health and Human Services
Wendy Nelson, Frontier Community Coalition
Heather Benson, Lyon County Human Services
Shannon Ernst, Churchill County Social Services
Noah Largent, The F.I.S.H, Carson City
Barbara Bennett, Pyramid Lake Paiute Tribe and Human Services
Shayla Holmes, Lyon County Human Services

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

1. Public Comment:

Summary: N/A

2. Standing agenda items for updates:

Nevada Housing Division:

Summary: Chelsea updated the group that they are finalizing their ESG grant agreement with the addition of part 200 CFRs additional language that needs to be added with their legal team. Chelsea expressed that they anticipate sending all of the grant agreements to the awardees this year in the first week of December. She also informed the group that Jazzmine was finalizing the ESG Written Standards, and they would be included in the welcome packet to ESG awardees this year.

Chelsea explained to the group that the Nevada Housing Division also had their kickoff meeting with their contracted vendor for their five-year consolidated plan (Con Plan) and analysis of impediments, which would be due to HUD in May of next year. She asked anyone who is not on their interested parties list for their citizen participation plan and would like to participate, provide public comment, or input for the consolidated plan for the next five years to email the NHD Grants inbox at nhdgrants@housing.nv.gov.

Action Items:

1. Participants will email the NHD grants inbox at nhdgrants@housing.nv.gov to be added to the Citizen participation plan if they want to participate.

Motions: N/A

Vote: No vote necessary

Bitfocus:

Summary:

Sarah updated the group that the LSA has been moving along and thanked all the agencies and individuals they have contacted for their responsiveness. Sarah explained that they have met all of their internal benchmarks and are looking to meet external benchmarks for successful uploads and error clearing very soon. She said Rural Nevada has zero errors in LSA and 19 warning flags. Sarah reminded the group that if you get emails from Allie Pope Burger, Eli Barrientos, and Rohan Samuel, in addition to Sarah or Kelly, please respond to them.

Sarah explained they received a New Agency Application from Frontier Community Coalition in order to access CMIS. Brandon provided context to the committee on the FCCs need for CMIS access and that the CoC had elected to transfer the FCAA grants to the FCC about three months ago. He explained that WWI has been working on finalizing the transfer with HUD. Once finalized, FCC will need access to CMIS to log their data per HUD compliance and general CoC operating guidelines. Mary Jane and the group discussed how many licenses FCAA had and how many permits FCC applied for. Sarah estimated that FCAA had two, and FCC requested three. Wendy explained that they would be a coordinated entry access point at FCC sites. Sarah confirmed the CoC currently had 11 unassigned licenses. Mary Jane requested a motion to accept FCC as an agency with three licenses; Vi Larkin made the motion to accept FCC and provide them with three licenses, and the motion was passed.

Michele discussed with the group that each agency has had a data lead in the past who met with Bitfocus and acted as the agency point of contact for data quality issues; since WWI has come on

as the CoC coordinator, there haven't been any of these meetings. She explained the responsibilities and importance of the agency data lead and the need to bring them back. Sarah expressed that it had been under discussion with Bitfocus and the specialists. She explained they want to get a list of the data leads at the beginning of the year. Sarah discussed with the group the different training models they are considering and how it would look. The group discussed whether each agency would have a lead, meeting frequency, chairs, and co-chairs. It was decided that there would not be an additional committee for this, but these leads would attend training and meetings with Bitfocus.

Action Items: N/A

Motions: Accept FCC as an agency with three licenses.

Vote: Approved

Veterans Administration

Summary: Kara explained that there are no new updates for the group.

Action Items: N/A

Motions: N/A

Vote: No vote necessary

3. CoC Consolidated Application and report back:

Summary: Michele presented a report on the recent Consolidated Application, which included successes, challenges, opportunities, and establishing priorities for next year. She highlighted although there is no consolidated application process next year, there will possibly be a rating and ranking for project applications. Michele pointed out that once HUD allows the CoC to request feedback, WWI will request it from HUD for this year's competition. WWI will use this feedback to identify the alignment in priorities and practices.

The group discussed the importance of the areas of improvement identified in Michele's PowerPoint and the need to ensure everyone is working towards improving the action items. Participants agreed they would like to continue to improve, so the areas of improvement should be a standing item on the agenda, with monthly challenges possibly being held to make it a bit more fun.

Action Items:

1. Jordan will send the presentation with the meeting minutes and post them on RoundTable.
2. Jordan will add this as a standing agenda item.

Motions: N/A

Vote: No vote necessary

4. Coordinated Entry:

Summary:

Michele updated the group on the last Coordinated Entry meeting and explained that the group had introduced and started onboarding people into the Civic Roundtable platform. They discussed the community queue for housing assistance, the number of homeless individuals counted in the PIT count versus the number of folks assessed in the community queue, and the previously sent dashboards that were used prior to WWI coming on as the coordinators. The committee also discussed the data within the dashboard and the need to correct the Coordinated Entry System. Michele explained that because the committee had already gone through the Coordinated Entry health check, it may be difficult to read or decipher, so WWI is putting the health check into an action plan format for the next Coordinated Entry meeting.

Action Items: N/A

Motions: N/A

Vote: No vote necessary

5. CoC Coordination (Standing Item) :

Summary:

Michele re-introduced Civic RoundTable and explained that Austin had previously done a presentation to the CoC, but because of the cost, the CoC did not move forward with it. Michele said that WWI has entered into an agreement with them and can now provide Civic RoundTable to the CoC free of charge. They will be giving feedback to them as they expand. Brandon added the members in attendance who had not previously been onboarded. He then walked the participants through the platform and explained how to find documents, add comments, and how the overall platform works.

Jordan updated the group on the last Rebranding Workgroup meeting and the CoC website. She explained different items she needed to complete on the website, including asking the group how to get testimonials from the homeless population. The group discussed the format, length of the testimonials, any releases needed, and the best way to retrieve the testimonials. The group agreed

to have a client testimonial feed on RoundTable, and they could directly email it to rncoc@wingedwolf.org.

Mary Jane discussed suggestions on foundations and a template for reaching out to those foundations that Shayla put together for possible additional CoC funding. Mary Jane expressed that we need nonprofit agencies to reach out to the foundations for donations, as Government agencies cannot ask for donations or contributions. Mary Jane said she would review the member list, identify nonprofits, and forward the template to them.

Action Items:

1. Participants will post client testimonials on RoundTable or email them to rncoc@wingedwolf.org.
2. Mary Jane will identify nonprofits in the member list and forward them the template.
3. Amenable nonprofits will reach out to the foundations to request additional funding for CoC coordination and activities.

Motions: N/A

Vote: No vote necessary

6. Point in Time Count (PIT) 2025

Summary:

Mary Jane discussed the Point in Time Count for 2025 and explained that the North and South CoCs are opting out of doing an unsheltered count in 2025, and the Rural CoC needs to decide if they want to do the count. She emphasized that the shelter count (Emergency Shelter and Transition Housing) will still happen as it is required to be done every year along with the Housing Inventory Count (HIC). However, the CoC is only required to do an unsheltered count every other year. After much discussion and reviewing the funds necessary to move forward with the count, the group decided to have WWI email Steering Committee members for their votes. The group voted to allow the Governance committee to make the final determination at their next meeting on November 27th, 2024. The Governance Committee's decision should take into consideration the feedback, information, and votes received from the email WWI is sending out.

Action Items:

1. WWI will send a letter to Steering Committee members for the 2025 unsheltered PIT count vote.

2. The Governance Committee will vote based on the information they receive from community partners at their next meeting on **11/27/2024**.

Motions: Allow the Governance committee to vote on the decision based on the information they receive from communities on conducting the unsheltered count in the 2025 Point in Time count.

Vote: Approved.

Public Comment:

Summary: N/A

Next Steps/ Action Items:

1. Participants will email the NHD grants inbox at nhdgrants@housing.nv.gov to be added to the Citizen participation plan if they want to participate.
2. Jordan will send the presentation with the meeting minutes and post them on RoundTable.
3. Jordan will add this as a standing agenda item.
4. Participants will post client testimonials on RoundTable or email them to rncoc@wingedwolf.org.
5. Mary Jane will identify nonprofits in the member list and forward them the template.
6. Ameanable nonprofits will reach out to the foundations to request additional funding for CoC coordination and activities.
7. WWI will send a letter to Steering Committee members for the 2025 unsheltered PIT count.
8. The Governance Committee will vote based on the information they receive from community partners at their next meeting on **11/27/2024**.