



RNCoC Steering Committee Meeting Minutes

- When:** February 25th, 2025, 2:00 PM
Where: via Teams
Who: Rural Nevada Continuum of Care Steering Committee
Why: To discuss addressing homelessness in Rural Nevada

Present Members:

Jackee Stewart, Churchill County Social Services
Jazzmine Betancourt, Nevada Housing Division
Roxanne Peterson, New Frontier
Lourdes Perez, Nevada Rural Housing Authority
Wendy Nelson, Frontier Community Coalition
Sarah Escartin, Bitfocus
Kessa Lee, Eddy House
Rhiannon Baker, Lyon County Human Services
Jackie Rhea, Advocates to End Domestic Violence
Lovia "Vi" Larkin, Vitality Unlimited
Jennie Martin, Nye County Health and Human Resources
Dawn Tann, DPBH Rural Clinics
Curtis Butler, Nation's Finest
Meisha Jensen, US Department of Veterans Affairs
Kara Fraki, Sierra Nevada Veterans Affairs
John Weberg, DPBH
Jim Peckham, F.I.S.H

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:

Jazzmine provided an update, stating there were no major new announcements from the Nevada Housing Division. She confirmed that the division had not yet updated the written standards but noted that it was a lower priority unless there was an urgent need for revision. Members were encouraged to reach out with any specific questions.

Action Items:

1. Jazzmine will update the written standards.

Motions: N/A

Vote: No vote necessary

Bitfocus:

Summary:

Sarah Escartin from Bitfocus reminded agencies to respond to data quality emails while working on ongoing clean-up efforts. She clarified that SPM reporting was currently on hold, but agencies should continue reviewing data for accuracy. Additionally, an **HMIS Back-to-Basics training is scheduled for February 27th at 2:00 PM**, and agencies were encouraged to attend.

Action Items:

1. Agencies will attend the upcoming HMIS Back-to-Basics training.
2. Agencies will continue addressing data quality requests from Bitfocus.
3. Agencies will work with Bitfocus to complete the HIC/PIT

Motions: N/A

Vote: No vote necessary

Veterans Administration

Summary:

Miesha, with the Veterans Administration, raised concerns about VA access to Nevada's HMIS system, which sparked discussion about improving data-sharing agreements across VA medical centers. It was noted that different VA medical centers operate under separate agreements, making data access inconsistent. Sarah Escartin committed to assisting in further discussions.

Action Items:

1. Sarah will provide Miesha with contact details for HMIS discussions.

Motions: N/A

Vote: No vote necessary

3. RNCoC Action Plan:

Summary:

The committee reviewed the RNCoC Action Plan, emphasizing community engagement and improved HMIS data collection. Jazzmine requested to be included in the quarterly report send-outs. Strategies were discussed to strengthen partnerships with community organizations and refine internal data training. Jazzmine will develop outreach strategies, and agencies will work on improving their HMIS processes.

Action Items:

1. Sarah will include Jazzmine in the quarterly report send-outs.
2. Jazzmine will develop strategies for increasing outreach and community engagement.
3. Agencies to improve internal HMIS data collection.

Motions: N/A

Vote:

4. Sheltered PIT/HIC:

Summary:

Sarah Escartin confirmed that data quality and utilization emails had been sent but had no significant updates. She advised agencies to continue reviewing their reports and addressing missing data.

The committee discussed Lyon, Carson, and Churchill conducting their own unsheltered counts in April, but many reported lacking the capacity to do so. The group agreed to discuss this further once they had more data. Bitfocus agreed to discuss compiling a county-by-county breakdown of sheltered count data when finalized, a formal email would need to be sent requesting it.

Action Items:

1. If desired, the CoC Coordinators need to send an email to Bitfocus requesting a county-by-county breakdown

5. Coordinated Entry

Summary:

Concerns were raised regarding the coordinated entry process, particularly the transportation of clients to Reno's CARES Campus without prior coordination. The committee stressed the need for stronger collaboration between the Rural Nevada and Northern Nevada CoCs. Potential

solutions included a centralized coordinated entry call-in system and securing funding for automation. Jazzmine, Jackee, Roxanne or Chris, and Lourdes agreed to meet with the Northern Nevada CoC; WWI will coordinate the meeting. WWI will continue to explore funding opportunities for system redesign.

Action Items:

1. Jackee, Jazzmine, Roxanne or Chris, and Lourdes will meet with the Northern Nevada CoC to improve coordination; WWI will coordinate the meeting.
2. WWI will research potential funding sources for a coordinated entry redesign.

Motions: N/A

Vote: No vote necessary

6. CoC Coordination (Standing Item):

Summary:

Michele provided an update that the Governance Committee is revising governance documents, with the HUD TA representative reviewing the proposed structure for compliance. Members were urged to submit feedback before the final approval process.

Action Items:

1. The Governance Committee will finalize the draft governance document for public review.
2. Steering Committee members will provide input before the next meeting.

Motions: N/A

Vote: No vote necessary

Items for the next meeting agenda:

Summary:

Participants discussed agenda items for the next meeting, including considering adding Eddy House as a voting member and leaving Coordinated Entry as a standing item for possible action.

Public Comment:

Summary:

Brandon mentioned that a person who was previously with the CoC and is now at a new agency approached WWI to present at an upcoming Steering Committee meeting about the housing they provide. Participants discussed the length of the presentation and what agenda it would be added

to. Brandon explained that it should only be a 10-15-minute presentation, and WWI is currently communicating with them to finalize the timeframe.

Next Steps/ Action Items:

1. Jazzmine will update the written standards.
2. Agencies will attend the upcoming HMIS Back-to-Basics training.
3. Agencies will continue addressing data quality requests from Bitfocus.
4. Agencies will work with Bitfocus to complete the HIC/PIT
5. Sarah will provide Miesha with contact details for HMIS discussions.
6. Sarah will include Jazzmine in the quarterly report send-outs.
7. Jazzmine will develop strategies for increasing outreach and community engagement.
8. Agencies to improve internal HMIS data collection.
9. Once available, Bitfocus will discuss providing a county-by-county breakdown of sheltered PIT data if requested.
10. Jackee, Jazzmine, Roxanne or Chris, and Lourdes will meet with the Northern Nevada CoC to improve coordination; WWI will coordinate the meeting.
11. WWI will research potential funding sources for a coordinated entry redesign.
12. The Governance Committee will finalize the draft governance document for public review.
13. Steering Committee members will provide input before the next meeting.
14. Jordan will add Eddy House to the agenda and leave Coordinated Entry as a standing item.