



RNCoC Steering Committee Meeting Minutes

When: Thursday, May 15, 2025
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 (Co-chair)	Lourdes Zuniga-Perez, Nevada Rural Housing Authority
Tessia “Tess” Fairbanks, Vitality Unlimited	Jazzmine Betancourt, Nevada Housing Division
Karyn Smith, Nye County Health and Human Resources	Sarah Escartin, Bitfocus
Kelly Robson, Bitfocus	Tishell Morgan, Nevada Housing Division
Kim Stover, Churchill County Social Services	Jim Peckham, F.I.S.H
Kacey Hansberry, Vitality Unlimited	Jamal Cunningham, Nye Communities Coalition
Christie Contreras, Carson City Health and Human Services	Curtis Butler, Nation’s Finest
Jennie Martin, Nye County Health and Human Resources	Wendy Nelson, Frontier Community Coalition
Meisha Jensen, VA SLC	Janet Thompson, NRH
Kara Fraki, Reno VA	Kevin Murray, SilverSummit Health Plan
Chelsea Heath, NHD	Rhiannon Baker, Lyon County Human Services
Dawn Tann, DPBH – Rural Clinics (Collaborative Applicant)	Cheryl Borgstrom, HUD
	Kessa Lee, Eddy House
	Jackie Rhea, AEDV

Michele Fuller-Hallauer, Winged Wolf Innovations
Brandon Hallauer, Winged Wolf Innovations

1. Public Comment and Announcements:

Summary: Meisha Jensen shared that the Reno VA is planning targeted outreach to improve veteran services in Elko and White Pine Counties, including a later-2025 trip to meet rural partners, and asked members to send suggested agencies or contacts to meisha.jensen@va.gov. Kevin Murray from Silver Summit Health Plan announced that statewide Medicaid housing supports and “in-lieu-of services” will soon become billable and requested time on the June RNCoC Steering Committee agenda to present a combined managed-care overview before rural travel begins in July. Chelsea Heath requested Kevin’s contact information so Nevada Housing Division can align PRA Section 811 voucher work with Medicaid-eligible households; Kevin agreed to coordinate. Jim Peckham asked members to help identify potential volunteer/peer

house managers (one male and one female or family/couple) for FISH emergency/transitional housing, noting that house managers receive free room and board in exchange for onsite support, curfew enforcement, and peer oversight.

Action Items:

1. Members to send Meisha Jensen @ meisha.jensen@va.gov suggested VA outreach partner names and contacts.
2. Kevin Murray to present Medicaid housing supports/services at the June Steering Committee meeting.
3. Chelsea Heath and Kevin Murray to connect offline regarding PRA Section 811 and Medicaid alignment.
4. Members to share potential FISH house-manager candidates with Jim Peckham @ jim@nvfish.com.

Motions: N/A

Vote: No vote necessary

2. Standing agenda items for updates:

Nevada Housing Division

Summary: Nevada Housing Division reported that grant application timelines are being shifted to better align with HUD schedules. Nevada received its ESG entitlement on May 14, 2025, and ESG applications are expected to open mid-summer, likely around mid-July. NHD also noted that the state is transitioning away from ZoomGrants to a new software platform for grant management, and agencies should email the grants inbox to be added to the interested-parties listserv.

Action Items:

1. Interested agencies to email the NHD grants inbox @ nhdgrants@housing.nv.gov to join the ESG NOFO listserv.

Motions: N/A

Vote: No vote necessary

Bitfocus

Summary: Bitfocus stated that the HDX 2.0 HIC/PIT upload window is open and preliminary uploads have been submitted for all three Nevada CoCs. Data analysts sent agencies guidance for cleaning up HDX errors and warnings, and emphasized that the correction window runs May 13 through June 13 (business days). Agencies should respond quickly to any outreach from Bitfocus staff so final PIT/HIC submissions remain on schedule.

Action Items:

1. All agencies to respond promptly to Bitfocus HIC/PIT/HDX cleanup requests before the June 13 deadline.

Motions: N/A

Vote: No vote necessary

Veterans Administration

Summary: VA representatives reported no additional updates beyond the outreach planning shared during Public Comment.

Action Items: None.

Motions: N/A

Vote: No vote necessary

3. Lived Experience Speaker (standing agenda item):

Summary: The committee discussed concerns that the title “Lived Experience Speaker” could feel tokenizing and agreed to rename the standing item to “Lived Experience Consultant.” Members supported keeping a dedicated slot while ensuring consultants are welcome to speak later in meetings if preferred. Kessa Lee proposed providing a light set of guiding prompts for consultants to help structure feedback, and noted that a short preparatory flyer would be useful. Jazzmine Betancourt shared that Tishell Morgan already has a draft flyer; Tishell and Kessa agreed to collaborate on a final version incorporating RNCoC branding.

Action Items:

1. Rename the standing agenda title to “Lived Experience Consultant.”
2. Kessa Lee and Tishell Morgan to co-develop a lived-experience consultant flyer with guiding questions and RNCoC logo and share it with the Steering Committee.
3. Brandon Hallauer and Michele Fuller-Hallauer to provide RNCoC branding assets as needed.

Motions: N/A

Vote: No vote necessary

4. Governance Document (For Possible Action):

Summary: The Steering Committee agreed not to adopt the governance document yet and instead sent it back to the Governance Committee for refinement. Members wanted language adjusted to ensure the governance remains functional if a contracted coordinator is not in place, and several participants requested more time to complete a full read-through. The group clarified that staff should not contact Mary Jane for feedback while she is on medical leave, but may

reference past input already on record. Brandon recommended that detailed sustainability and contingency planning reside in a separate supporting document, with the governance referencing that plan rather than embedding operational specifics. The committee favored scheduling a special Steering Committee session once revisions are ready so approval does not wait an entire month.

Action Items:

1. Governance Committee to revise governance language to allow coordination flexibility and reference an external sustainability/contingency plan.
2. All Steering Committee members to read the full governance document and send suggested edits to the Governance Committee.
3. Brandon Hallauer to send a Doodle poll to schedule a special Steering Committee meeting for governance approval once revisions are complete.

Motions: Motion to return the governance document to the Governance Committee for revision.
Vote: Motion passed.

5. CARES Campus Recap (For Possible Action):

Summary: The committee debriefed a joint discussion with Washoe County/CARES Campus leadership. CARES is county-funded and prioritizes Washoe residents, but does not currently verify residency; members noted future residency checks may happen if demand increases. Rural providers should avoid routing clients to CARES unless clients intend to relocate to Washoe County, and should ensure messaging does not leave rural clients feeling “turned away.” The group emphasized the need for better cross-CoC coordinated entry collaboration and consistent statewide messaging. Michele highlighted that RNCoc should plan for winter impacts if CARES intake tightens, including exploring rural shelter capacity and ESG motel voucher strategies. Brandon asked Bitfocus about feasibility of a cross-CoC dashboard estimating rural clients served at CARES; Bitfocus agreed to explore options with a Looker expert.

Action Items:

1. NHD and CoC partners to continue coordinating with Northern and Southern CoCs on shared CE collaboration and consistent CARES referral messaging.
2. Brandon Hallauer to email Bitfocus requesting reporting or dashboard options for rural-assessed clients served at CARES.
3. Members to consider ESG motel/hotel voucher options and winter readiness planning in rural counties.

Motions: N/A

Vote: No vote necessary

6. Sheltered PIT / HIC (For Possible Action):

Summary: Bitfocus reiterated the importance of quick responses to final PIT/HIC cleanup and utilization emails leading up to the June 13 correction deadline.

Action Items: 1) Agencies to respond to PIT/HIC cleanup outreach prior to June 13.

Motions: N/A

Vote: No vote necessary

7. Coordinated Entry (For Possible Action):

Summary: Winged Wolf recommended reconvening the Coordinated Entry Committee to develop a redesign proposal, budget, and funding pathway. Steering Committee members agreed CE redesign remains important but should likely be timed alongside broader coordination funding decisions, noting that some potential funders may support CE redesign as a one-time investment even if they cannot cover ongoing coordination.

Action Items:

1. Reconvene the Coordinated Entry Committee after coordination funding decisions to draft redesign proposal, budget, and next steps.

Motions: N/A

Vote: No vote necessary

8. CoC Coordination (Standing Item):

Summary: Winged Wolf reviewed the 2024–25 CoC Competition outcomes: RNCoc scored 152.5, slightly above the national median, with strengths in coordination, HMIS, project ranking, and gains in System Performance Measures. Identified gaps included weaker healthcare/housing integration and income-related measures. Brandon noted low response to county contribution commitment requests and stressed that without a sustained coordination structure, RNCoc risks dissolution and loss of HUD-ESG, and CoC funding. Members discussed possible coordination funding sources, including counties, MHBG alignment, and potential PATH dollars; eligibility for PATH use was unclear, and New Frontier agreed to investigate. NHD requested an updated listserv and proposed convening a sustainability planning session with all Coordinated System Evaluation (CSE) members.

Action Items:

1. County agencies to respond to Winged Wolf's contribution/commitment letter request.
2. New Frontier (Chris via Roxanne) to confirm PATH eligibility for coordination funding and report back to Brandon Hallauer.
3. Brandon Hallauer to provide an updated RNCoc listserv to NHD, including new members.
4. NHD to prepare and send a Doodle poll to convene a sustainability planning session with all CoC members.

Motions: N/A

Vote: No vote necessary

9. CoC Coordination Discussion – “What We Do / Capacity” (For Possible Action):

Summary: Winged Wolf shared a draft spreadsheet outlining coordination tasks, categories, and frequency to support sustainability planning and assignment of responsibilities. Dawn Tann noted that Roundtable maintenance and repository tasks should be added. NHD recommended using the spreadsheet during the sustainability working session to map tasks to partner capacity. Brandon suggested Chelsea Heath consult Shannon Ernst (Churchill County) for historical context on prior RNCoc RFP and contract processes if useful for planning.

Action Items:

1. Winged Wolf to add Roundtable maintenance tasks to the coordination activities spreadsheet and share an updated version.
2. Sustainability working group to use the spreadsheet to allocate coordination responsibilities by capacity.
3. Chelsea Heath to consult Shannon Ernst regarding prior RFP/contract history if needed.

Motions: N/A

Vote: No vote necessary

10. Any items for addition to the agenda for the next meeting:

Summary: Members agreed to add Silver Summit/CareSource Medicaid housing supports as a June agenda presentation and to keep the renamed “Lived Experience Consultant” slot as a standing item. Follow-ups will include progress on governance revisions and the special approval meeting, sustainability planning assignments, CARES Campus coordination/data reporting updates, and ongoing coordination funding work.

Action Items:

1. Add Medicaid housing supports presentation to June agenda.
2. Maintain “Lived Experience Consultant” as a standing item.
3. Carry governance revision follow-up and sustainability planning to next agenda.

Motions: N/A

Vote: No vote necessary

11. Public Comment and Announcements:

Summary: No additional closing public comments or announcements were raised beyond those captured at the beginning of the meeting.

Next Steps/ Action Items:

1. Members to send Meisha Jensen suggested VA outreach partner contacts @ meisha.jensen@va.gov.
2. Kevin Murray to present Medicaid housing supports/services at the June Steering Committee meeting.
3. Chelsea Heath and Kevin Murray to coordinate PRA Section 811 and Medicaid alignment.
4. Members to share potential FISH house-manager candidates with Jim Peckham @ jim@nvfish.com.
5. Interested agencies to email NHD grants inbox to join ESG/NOFO listserv @ nhdgrants@housing.nv.gov.
6. All agencies to respond to Bitfocus HIC/PIT/HDX cleanup requests before June 13.
7. Rename standing agenda title to “Lived Experience Consultant.”
8. Kessa Lee and Tishell Morgan to finalize and share a lived-experience consultant flyer with guiding questions and RNCoc branding.
9. Brandon Hallauer and Michele Fuller-Hallauer to provide RNCoc branding assets for the flyer.
10. Governance Committee to revise governance language for coordination flexibility and reference an external sustainability/contingency plan.
11. All Steering Committee members to read the governance document and send suggested edits to the Governance Committee @ rncoc@wingedwolf.org.
12. Brandon Hallauer to send Doodle poll and schedule a special Steering Committee meeting for governance approval.
13. NHD and CoC partners to coordinate cross-CoC CE messaging and collaboration related to CARES referrals.
14. Brandon Hallauer to email Bitfocus requesting rural-client CARES reporting/dashboard options.
15. Members to plan for rural winter readiness and consider ESG motel voucher strategies.
16. Reconvene Coordinated Entry Committee after coordination funding clarity to draft redesign proposal and budget.
17. County agencies to respond to Winged Wolf contribution/commitment request.
18. New Frontier to confirm PATH eligibility for coordination funding and report back.
19. Brandon Hallauer to provide updated RNCoc listserv to NHD.
20. NHD to send Doodle poll to convene sustainability planning session with all CSE members.
21. Winged Wolf to update coordination spreadsheet to include Roundtable tasks and share it.
22. Sustainability working group to use spreadsheet to allocate coordination responsibilities.
23. Chelsea Heath to consult Shannon Ernst on prior RNCoc RFP/contract background if helpful.