

RNCoC Steering Committee Meeting Minutes

When: Thursday, September 18, 2025
Where: via Teams
Who: Rural Nevada Continuum of Care Steering Committee
Why: To discuss addressing homelessness in Rural Nevada

Present Members:

Karyn Smith, Nye County Health and Human Services, Co-Chair	Tishell Morgan, NHD
Tess Fairbanks, Vitality Unlimited, Co-Chair	Jackee Stewart, Churchill County Social Services
Roxanne Peterson, New Frontier	Curtis Butler, Nation's Finest
Christie Contreras, Carson City Health and Human Services	Michael Quattrocchi, Nye Communities Coalition
Kessa Lee, Eddy House	Jamal Cunningham, Nye Communities Coalition
Lourdes Perez, Nevada Rural Housing	Jennie Martin, Nye County Health and Human Services
Heather Hatch, SilverSummit	Jackie Rhea, Advocates to End Domestic Violence Carson City
Nikki Wright, VA	
Kacey Hansberry, Vitality Unlimited	
Dawn Tann, DPBH Rural Clinics	

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

1. Public Comment

Summary:

Kessa (Eddie House) announced the ribbon cutting of their Transitional Living Community (TLC 36) and that five clients have already moved in.

2. CoC Coordination Contract Discussion

Summary:

Michele explained that several external agencies have requested presentations representing the RNCoC. These presentations are currently unfunded activities, as the coordination contract remains \$24,000 underfunded.

- Options discussed:
 - Agencies can contribute funds via an MOU with Winged Wolf.
 - Other RNCoC partners could present on behalf of the CoC if funding is unavailable.

- Curtis Butler expressed interest in his agency contributing and will follow up with Michele.
- Jackee, Kessa, and others discussed whether they or their agencies could present at the upcoming Youth Summit.

Action Items:

1. Curtis to email Michele to begin funding discussion.
2. Michele available to meet with Curtis's CEO.
3. Jackee to check whether her colleague can attend/present at the Youth Summit.
4. All members are to continue seeking funders for contract shortfall.

Motions: N/A

Vote: N/A

3. Standing Agenda Items For Updates

Nevada Housing Division:

Summary:

No updates at this time.

Action Items:

None

Motions: N/A

Vote: No vote necessary

BitFocus / HMIS Updates

Summary:

Salvation Army Pahrump requested a new program set up for a food pantry service. Rural Nevada Salvation Army agencies exist (Pahrump inactive, Tonopah active but unused). Discussion on whether to reactivate Salvation Army Pahrump so they can enter data in the rural instance. Motion raised to reactivate agency.

Action Items:

1. Kelly to meet with Salvation Army to determine readiness and data lead availability.
2. Reactivate Salvation Army Pahrump after approval.

Motion: Motion to reactivate Salvation Army Pahrump agency.

Vote: Motion passed

2026 Data Standards & Reporting

Summary:

HUD has not finalized 2026 data standards, but HMIS prep has begun. Reporting for LSA anticipated to start early October. Federal reporting may be delayed but unknown.

Action Items:

1. HMIS team to prepare for reporting as usual and communicate updates.

Motions: N/A

Vote: N/A

Veterans Administration Updates

Summary:

- No updates from VA at this time.

Action Items: None

Motions: N/A

Vote: N/A

4. HUD TA – Coordinated Entry Workshop Updates

Summary:

CE cohort participants (Jackee, Christie, etc.) completed first workshop and homework. Discussion on forming or reestablishing Coordinated Entry Working Group. Need to ensure group has access to any relevant CE assessment documents.

Action Items:

1. Jackee to share workshop materials with RNCOC members.
2. Brandon to send email asking who wants to join CE working group.
3. CE Working Group to be re-established.
4. Michele/Brandon to meet with HUD TA to discuss CE support.
5. Ensure CE assessment documentation is shared with cohort.

Motions: None needed to establish a working group.

Vote: N/A

5. Lived Experience Speaker (standing item)

Summary:

No lived experience speaker present.

Action Items:

None

Motions: N/A

Vote: No vote necessary

6. Governance Document Review & Approval

Summary:

The governance document was previously drafted, posted for public comment, and is pending approval. Michele presented a refresher overview. Motion made to approve the governance document.

Action Items:

1. Governance document to be finalized and published.
2. Michele to email Tess the PowerPoint overview.

Motion: Motion to approve the governance document.

Vote: Motion passed

7. CoC Competition & Lead Agency Convening

Summary:

HUD NOFO has not been released; unknown changes anticipated. CoC leads will attend a national convening in San Diego; travel not currently funded. Reinforced importance for CoC unity due to anticipated federal policy changes.

Action Items:

1. Winged Wolf to continue monitoring for NOFO release.
2. Seek funding support for attending the national convening.

Motions: N/A

Vote: N/A

Data Analysis License Request

Summary:

Kelly requested assigning a data analysis license to Chris at Nevada Training Organization (comparable database) due to new restrictions on Bitfocus staff accessing PII. Needs Steering Committee approval next meeting.

Action Items:

1. Add DA license request to next month's agenda.
2. Brandon & Michele to meet with Kelly to understand system implications.

Motions: N/A

Vote: N/A

8. Items for next meeting agenda

1. DV shelter CE assessment request discussion.
2. Data Analysis (DA) license allocation policy and request for Chris.
3. Follow-up on funding for CoC coordination contract.
4. Updates on CE Working Group progress.

9. Public Comment

Summary:

Nevada Rural Housing announced opening of three waiting lists (Winnemucca, Lincoln County, Carson City). Jamal announced transition out, Michael Q is the new Nye Communities Coalition contact. A question raised regarding several nonprofits closing in Reno; only two were confirmed.

Next Steps / Action Items (Consolidated)

1. Curtis to email Michele regarding MOU and funding contribution.
2. Michele to meet with Curtis's CEO.
3. Jackee to confirm colleague's ability to present at Youth Summit.
4. Continue outreach to secure \$24,000 contract funding.
5. Kelly to meet with Salvation Army to confirm readiness and data lead.
6. Reactivate Salvation Army Pahrump agency.
7. Kelly to continue preparing 2026 data standards and LSA reporting.
8. Jackee to email workshop materials to members.
9. Brandon to send CE Working Group sign-up email.
10. CE Working Group to be re-established.
11. Michele/Brandon to discuss CE TA with HUD.
12. Provide CE assessment documents to CE cohort.
13. Finalize and publish approved governance document.
14. Michele to email Tess the governance PowerPoint.
15. Winged Wolf to monitor NOFO release.
16. Seek funding for national CoC lead convening.
17. Brandon & Michele to meet with Kelly re: DA license and comp database processes