



RNCoC Steering Committee Meeting Minutes

When: Thursday, March 19, 2026
Where: via Teams
Who: Rural Nevada Continuum of Care Steering Committee
Why: To discuss alternatives to homelessness in Rural Nevada

Present Members:

Tessia “Tess” Fairbanks, Vitality Unlimited
(Co-chair)

Andrea Benally, Lyon County Human
Services
Cheryl Borgstrom, HUD
Chris Murphey, New Frontier
Christie Contreras, Carson City Health and
Human Services
Dawn Tann, DPBH – Rural Clinics
(Collaborative Applicant)
Jackee Stewart, Churchill County Social
Services
Jackie Rhea, Advocates to End Domestic
Violence, Carson City
Jennie Martin, Nye County HHS

Joanna Radtke, Nye Communities Coalition
Kacey Hansberry, Vitality Unlimited
Kelly Robson, Bitfocus
Kessa Lee, Eddy House
Kim Stover, Churchill County Social
Services
Lourdes Zuniga-Perez, Nevada Rural
Housing Authority
Meisha Jensen, VA (SLC VA – Elko/White
Pine)
Roxanne Peterson, New Frontier
Tishell Morgan, NHD

Michele Fuller-Hallauer, Winged Wolf
Brandon Hallauer, Winged Wolf
Morgan Ulmer, Winged Wolf

1. Public Comment and Announcements

Summary:

No formal public comments were provided. General discussion included informal check-ins.

Action Items:

None.

Motions: N/A

Vote: No vote necessary

2. Standing Agenda Items for Updates

Nevada Housing Division

Summary:

Discussion focused on ESG application timelines and communication challenges. Agencies reported not receiving confirmation emails about pre-application status. Nevada Housing Division advised agencies to email directly for confirmation. ESG applications are due March 26.

Action Items:

1. Agencies to follow up with the Nevada Housing Division regarding ESG application status.

Motions: N/A

Vote: No vote necessary

Bitfocus

Summary:

Bitfocus confirmed that the System Performance Measures (SPMs) were successfully submitted. HIC/PIT data quality workbooks have been distributed and are due by the following Friday. Initial Submissions show minor errors and warnings, which are expected to be resolved quickly. Updates were also provided on agency agreements, clarifying that one agreement applies across multiple CoCs.

Action Items:

1. Agencies to complete HIC/PIT data corrections and submit workbooks by the deadline.
2. Agencies to contact Bitfocus for technical assistance as needed.

Motions: N/A

Vote: No vote necessary

Veterans Administration

Summary:

No updates were provided.

Action Items:

None.

Motions: N/A**Vote:** No vote necessary

3. Lived Experience Speaker

Summary:

No lived experience speaker was present.

Action Items:

None.

Motions: N/A**Vote:** No vote necessary

4. CoC Coordination Contract Update

Summary:

An update was provided on special Steering Committee meetings regarding the coordination contract. The Steering Committee unanimously voted to retain Winged Wolf as the CoC coordination entity. Members also discussed forming a financial working group to address funding gaps and ensure long-term sustainability.

Action Items:

1. Establish a financial working group to address the coordination of contract funding.

Motions: N/A**Vote:** No vote necessary

5. Membership Recruitment

Summary:

The discussion focused on increasing participation by underrepresented agencies, including Nation's Finest and Elko FISH. Members emphasized the importance of consistent engagement and outlined outreach strategies.

Action Items:

1. Members to conduct outreach to underrepresented agencies.

Motions: N/A**Vote:** No vote necessary

6. Policy Adjustments; if needed

Summary:

No policy adjustments were identified.

Action Items:

None.

Motions: N/A**Vote:** No vote necessary

7. CoC Coordination

Summary:

Updates were provided on PIT and HIC data validation. Winged Wolf reiterated that data will not be released until validated to prevent discrepancies. Discussion included improving cross-county PIT coordination and addressing volunteer location-tracking issues during data collection.

Action Items:

1. Winged Wolf to continue validating PIT and HIC data.
2. Winged Wolf to follow up with volunteers regarding missing location data.
3. Steering Committee to discuss cross-county coordination improvements for future PIT counts.

Motions: N/A**Vote:** No vote necessary

8. CoC Coordination (NACCL and Communication)

Summary:

An update was provided on NACCL, which is under development and may offer training and

national coordination support. Members discussed communication preferences and confirmed a preference for continuing direct email communication. Winged Wolf received positive feedback on its performance and support.

Action Items:

1. Winged Wolf to monitor NACCL developments and share updates.

Motions: N/A

Vote: No vote necessary

9. Any items for addition to the agenda for the next meeting

Summary:

Members requested further discussion of coordinated entry updates, committee structure, PIT planning, and training topics.

Action Items:

1. Add coordination contract, training, and committee structure discussions to the next agenda.

Motions: N/A

Vote: No vote necessary

10. Public Comment and Announcements

Summary:

Nevada Housing Division encouraged participation in the Nevada 2026 Annual Action Plan survey. Members also discussed recruiting a law enforcement representative with experience in rural encampments. The meeting adjourned early.

Action Items:

1. Members to complete the Nevada 2026 Annual Action Plan survey.
2. Share RNCOC mailing list sign-up link with potential new members.

Motions: N/A

Vote: No vote necessary

Next Steps / Action Items

1. Agencies to follow up with Nevada Housing Division regarding ESG application status.
2. Agencies to complete HIC/PIT data corrections and submit workbooks.
3. Winged Wolf to establish a financial working group for coordination contract funding.
4. Members to conduct outreach to underrepresented agencies.
5. Winged Wolf to continue validating PIT and HIC data.
6. Winged Wolf to follow up on missing PIT location data.
7. Steering Committee to discuss cross-county PIT coordination improvements.
8. Winged Wolf to monitor NACCL developments and provide updates.
9. Add coordination contract and training discussions to next meeting agenda.
10. Members to complete the Nevada 2026 Annual Action Plan survey.