



Board Meeting MINUTES
June 5, 2024 from pm - pm
June 5, 2024 on Maui

In Person following BTG's HPIT Press Conference on Maui at 11am
HOPE Ohana Village

Nearest cross street is Corner of Kuihelani Highway and Maui Veterans Highway

In Attendance:

Hawai'i County:	1 2 3	Brandee Menino (BTG Chair, Chapter Vice-Chair)
Kaua'i County:	4 5 6	Makana Kamibayashi (BTG Vice-Chair, Chapter Chair) Mia Carroll, YWCA (KCA Vice-Chair) Farah Aquino (Kauai County Rep)
Maui County:	7 8 9 10	Maude Cumming (BTG Past Chair) Dr Ashley Kelly (Chapter Chair) Thelma Akita-Kealoha (Vice Chair MHA) Chris Kish
HMIS Lead / Collaborative Applicant:		Carlos Peraro, Ka Mana O Na Helu Alison Hinazumi, Ka Mana O Na Helu
Guests:		<ul style="list-style-type: none"> • Sue Sadeki (KHAKO Maui) • Kirsten Alice <p>Members Present: 8 of 10 @1pm Recorder: Thelma Akita-Kealoha</p>

9:00am	Welcome & Housekeeping - Establish Quorum 1. Affirm any leadership changes at local chapters	Brandee Menino, BTG Chair
9:05am	Board Meeting Minutes <ul style="list-style-type: none"> • Need assistance with meeting minutes – April 3, 2024 will rewrite to present in July • Approve May 1, 2024 Board Meeting Minutes • Review May 8, 2024 General Membership & Special Mtg Corrections: Tasha Ham-Deponte correct Sue listed twice take off as guest	Thelma Kealoha, BTG Secretary Maude motion Chris second Approve with changes



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	<p>Sharon Graham had a representative 22 of 55 present 2 # 14s fix numbering Dani Gella, list as guest not Hawaii rep No quorum but no action items for voting.</p>	<p>Send to Chapters for approval for minutes</p>
<p>Alison Hinazumi & Carlos Peraro, KMNH</p>	<p>Homeless Point in time Count 2024</p> <p>1. Press Conference</p> <ul style="list-style-type: none"> • Debrief, looking ahead • Thank you for today, Chairs, Kristen, full report shared by Brandy to the individual Chapters to share with their respective County and Mayor • 2025 PITC – take a break from count, no NCS closes June 10, 2024, took another break 2021. Gives Maui time to recover and data will be askew due to disaster. Every year the shelters require a PITC and unsheltered every other year. Could do an unofficial count to test the app with the Outreach teams, maybe during the summer. <p>Motion: to move the unsheltered PIT count to every other year as required</p>	<p>Maude motions Makana second Motion carries KMNH will check the guidelines for the PITC</p>
<p>Alison Hinazumi & Carlos Peraro, Ka Mana O Na Helu</p>	<p>Collaborative Applicant and HMIS Administrator</p> <p>1. PSH & RRH Policy Updates</p> <ul style="list-style-type: none"> • Adopt HUD's requirements for HMIS in regards to PSH and rapid re-housing to make sure we are all doing it correctly. For HUD you enroll after you start to provide services after the intake. Move-in date is the actual physical move into the housing. No required timeline. Per HUD, clients are exited from your program once they are evicted or lose their housing to where ever they are going. Whether it's exiting to shelter, exited back to the street, etc. Programs are able to re-enroll clients into the program if they want to continue serving the client for rapid re-housing but without a move-in date until the client physically moves into housing or to get them in CES need to exit, do a new VISPDAT. This already exists in the HUD data standards and would like to provide same language in the BTG PPs. This will be the adoption of the revised ESH Rapid Re-housing HMIS policies. 	<p>Maude motions Dr Kelly seconds Motion carries unanimously</p>



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	<ul style="list-style-type: none"> • Motion: adoption of the revised PSH/RRH policies 2. New Org Requests for HMIS Access • New requests for access to none funded orgs, influx of orgs and manage, for existing orgs new programs. Takes time, requires training, requirements monitoring, following up, non-compliance, re-training. How does BTG want to handle this? Has retrained one person 5 times and still has not enrolled any client, orgs still remain in non-compliance. Looking for more accountability on the service provider side so they are adhering to the policy. Recently had a breach of confidentiality and their access has been revoked, if org desires reinstatement, this will be brought to the BTG board. What are the ramifications to get them back on track? • Issue with MHK, has been out of compliance. Request a reasonable date after re-training, within 5 working days will get enrollment into HMIS. • Higher level training – responsibility, confidential information cannot be shared. • KMNH can start running reports to see status of each user/program and this can be shared with each county and Chapter • (Maude) what do you need to be in there for the training and responsibility. HMIS is a privilege not a right. Maude's concern – do people understand that the value of HMIS is only as good as the information we put in to it. HMIS informs our decisions in the future, evaluates our program. Many orgs have nothing to do with the homeless systems, there are so much personal information, lease, SS, leases, housing information. Access can open liabilities and access to this personal information (Brandee) can HMIS fund personnel to hand hold some of these orgs/staff just for this purpose? (Maude) we need to tighten up our policies, how can we insure people aren't in there to research people not I their program? (Chris) can we change them for some services – retraining for example? Is this realistic or possible? (Mia) what is the access to HMIS process, is there an application? Staff accessing and learning the data. Can we request background checks? 	<p>See Alison's HMIS access print-out</p> <p>Will reach out to the data committee to begin this work, Carlos get a draft by July 3rd meeting</p> <p>Review attachment from KMNH</p>
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	<ul style="list-style-type: none"> • During training everyone is told not to look up clients that you are not serving. Misuse of information, fraudulent use – compliance policy at a higher level. • Have compliance training with heads of the organization (a higher level) with consequences like with HIPAA rules – HIPAA compliant carries a \$25,000 fine. • Entering enrollment data, retrained but they are requesting more training in March. Explain what BTG agreed to get into HMIS in 5 business training. • (Brandee) what about best practices, reaching out to data committee as we do CIS programs. Hold off on new orgs until we get policies • Require higher level involvement, how to protect and responsibility, information is confidential and not to be shared. • Access point meet every condition to access and add data to HMIS, dependent on information for reports <p>3. PSH & RRH HMIS Policy updates</p> <ul style="list-style-type: none"> • Adopt HUDs requirement for PSH, Rapid re-housing, HUD – enroll after intake when start services and physically move in date. Exists in the HUD data standards. If they lose housing exit to where-ever location they go, shelter or streets. Can re-enroll the next day without a move-in date until they are actually housed. If you want them to go back on to the list, can re-enroll. Only happens when they go back to be literally homeless again. <p>4. Kauai County/Org Code data requests</p> <ul style="list-style-type: none"> • Cindy Crain from OrgCode Consulting, working with Kauai County on their strategic plan. These are data requests. custom data request from KMNH for the development of County of Kauai Homelessness Strategic Plan. • Asking for last year's consolidated applications, CoC applications and attachments. No CoC Kauai funded projects. Exception for funding that Steadfast got about 5 years ago but they couldn't do the program and FLC stepped in. 	<p>Maude motions Mia seconds Motion carries unanimous</p> <p>Alison will send details</p> <p>Carlos sent out two data requests handouts</p> <p>Farah motions Maude seconds Motion Carries unanimously</p>
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	<ul style="list-style-type: none"> • Checking what could be beneficial for Kauai County. Intent is to help Kauai County. Carlos does have this information, need to look at file (large). Mia – can we limit the information and what they can do with the information provided. • Limit the use of the data provided and not for distribution to any other organization (Mia's input) beyond Kauai County for Kauai County Strategic Plan. <p>2nd request:</p> <ul style="list-style-type: none"> • KMNH had a discussion with Farah and Cindy about getting some of the information requesting off of the HMIS website but couldn't get all the data she was seeking Specifically looking for Kauai County unduplicated by household type, project type for that time period. Households numbers served along with financial data, disabling conditions (physical, chronic health conditions, substance use) – aggregate data on Kauai can be provided to her. To be used for her analysis (Maude asking about cost to KMNH/hours: cost \$750 (\$175/hr.), takes 6 hours), (Brandee asking if there is funding to pay for this: could be billed to OrgCode or CoC planning funds or HMIS funds). (Maude asking if this is eligible for Planning funds), Probably better under HMIS because this is HMIS data. Custom project but this is up to BTG, if they want to use BTG funding to provide this. (Brandy asking) Can be fitted into the budget, there is about \$10-15,000 in the HMIS budget right now. New funds will be coming our July 1, 2024. • Information limited for use with Kauai County for strategic planning purposes. • This is a fixed contract with Kauai County with OrgCode, OrgCode will not be able to bill this to back Kauai County • There is no current policy on this (Maude is asking) about creating a policy for BTG projects, non-projects when requesting data from KMNH 	<p>Maude Motions Mia seconds Motion Carries unanimously</p>
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<p>Brandee Menino, BTG Chair</p>	<p>Building Capacity Opportunities</p> <ul style="list-style-type: none"> National Alliance to End Homelessness Conference July 8-10, 2024 in Washington DC (sold out) They host two conferences, west coast SF or Oakland, every 6 months Hawaii Leadership Academy 2024 3rd Annual event, scheduled for September 9-11, 2024, in partnership with Iain DeJong of OrgCode \$199.00 hotel fee, registration fee \$50/day, self-care – on Eventbrite. Registration closes Aug 8, 2024. Limit to 100 people Open to CoC, government partners, foundation partners, community Hosted by Hope Services Hawaii, in Hilo, HI Direct Web Page for more info: https://hopeserviceshawaii.org/2024-hawaii-leadership-academy/ <p>State Homeless Awareness Conference, 2024</p> <ul style="list-style-type: none"> November 14-15, 2024, Koolau Ballroom PIC is doing both days 	<p>Brandee Menino, BTG Chair</p>
<p>2:10 pm</p>	<p>Local chapter Updates & Announcements</p> <ul style="list-style-type: none"> Kauai Community Alliance – Working on strategic plan, Mia role change – YWCA acting Exec Director for the next three months. One down - no secretary yet, been sharing the responsibility. Strategic Plan - Listening sessions: In person sessions, one provider meeting. 6-month contract with OrgCode but able to extend. Want to continue community engagement part but having some logistical issues. Maui Homeless Alliance – ECONorthwest report due 12/22/24 for Maui County the homeless strategic plan. Lori appointment - bifurcated human concerns and housing Community Alliance Partners. DCMs – FLC, CCH, Family Promise, Aloha House. FLC - Issues with DCMs/DHS – St Vincent de Paul asking them for a listening session. Chris stating there seems like there are some client level complaints, not sure what is going on with the State. Some concerns with LTRG, DCM committee and Resource roundtable. Also, DCMP contracts are behind in payments and programs are quite costly. 	<p>Makana Kamibayashi, Chair</p> <p>Dr. Ashley Kelly, Chair</p>



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	<p>Adjourn 3:06 pm</p> <p>1. Next meeting: July 3, 2024 @ 9:00 - 10am</p>	Brandee Menino, BTG Chair