

**SOUTHERN NEVADA HOMELESSNESS CONTINUUM OF CARE BOARD  
MEETING MINUTES  
November 09, 2017**

**In attendance:** Erin Kinard, Co-Chair, Health Care Provider, Nevada Behavioral Health  
Meg Pike, Co-Chair, School District, Clark County School District  
Amie Duford, Alternate, Touro University Nevada  
Christy Shannon, Social Service Provider, S.A.F.E. Nest  
Julie Calloway, Government, City of Boulder City  
Henry Sneed, Faith-Based, The Church LV  
Donna Jordan, Mental Health Provider, Southern Nevada Adult Mental Health Services  
Jon Stevenson, Alternate, Emergency Medical Services, Las Vegas Fire and Rescue  
Kena Adams, Advocate, Indian Voices  
Kenadie Cobbin Richardson, Alternate, Workforce Investment, Workforce Connections  
Leone Lettsome, Alternate, Government, City of North Las Vegas  
Mandy Martin, Business, Las Vegas Sands  
Mel Frailey, Alternate, Law Enforcement, Las Vegas Metro Police Department  
Melissa Clary, Advocate, Huntridge Neighborhood Association  
Melissa Jacobowitz, Alternate, Social Service Provider, Nevada Partnership for Homeless Youth  
Michael Pawlak, Government, Clark County Social Service  
Monica Gresser, Business, Brazen Architecture  
Peter McCoy, Veteran Service Provider, VA Community Resource and Referral Center  
Robert Dawson, Social Service Provider, Catholic Charities of Southern Nevada  
Stacy DiNicola, Alternate, City of Henderson  
Takiyah Butler, EFSP Board, United Way of Southern Nevada  
Troy Oglesbee, Faith-Based, Save A Life

**Absent:** Emily Paulsen, Advocate, Nevada Homeless Alliance  
Jesse Robinson, Homeless or Formerly Homeless  
Laure Raposa, Public Housing Authority, Southern Nevada Regional Housing Authority  
Shalimar Cabrera, Co-Vice Chair, Veteran Service Provider, U.S. Vets-Las Vegas  
Stephen Harsin, Government, City of Las Vegas  
Kevin Sharps, Affordable Housing, Nevada HAND

**Agenda Item 1. Call to order, notice of agenda compliance with the Nevada Open Meeting Law.**

A meeting of the Southern Nevada Homelessness Continuum of Care Board was called to order at 2:08 p.m., on Thursday, November 9, 2017, at United Way of Southern Nevada, 5830 W. Flamingo Road, Las Vegas, Nevada, 89103. The agenda was duly posted in compliance with the Nevada Open Meeting Law requirements.

**Agenda Item 2. Public Comment.**

Stacy DiNicola, City of Henderson, stated that at the last meeting there was a question presented regarding a \$5.5 million dollar grant that Henderson received. Upon further review, it was found that it was an article posted regarding grant funding from HUD, which lumped together Henderson, Reno and Sparks, but didn't list the other local jurisdictions. The article said that Henderson was getting \$5.5 million and that was not correct. Henderson received 1.2 million for CDBG (Community Development Block Grant) and less than \$500,000 for HOME funding only, and did not receive ESG (Emergency Solutions Grant) funding.

Garth Winckler, UNLV, stated that Sue Debella from external affairs, and Dr. Carlton Craig from the social work department have formed a new committee to work on how the university can help impact social issues in the community. The first meeting will be held on November 30<sup>th</sup>. If anyone has any specific ideas of how the university can help with the issues you can send an email to [garthw@cox.net](mailto:garthw@cox.net).

**Agenda Item 3. Approval of the Agenda for November 9, 2017; for possible action.**

A motion was made to approve the agenda. The motion was approved.

**Agenda Item 4. Approval of the Minutes from the October 12, 2017 meeting; for possible action.**

A motion was made to approve the minutes. The motion was approved.

**Agenda Item 5. Update by co-chairs on recent activities of the Steering Committee; for possible action.**

Erin Kinard, Nevada Behavioral Health, stated that in the new year they will be focusing on the tracking of who's attending the meetings to maintain that threshold of 70% attendance of the meetings as it outlines in our governance structure. The committee

members also reviewed the current vacant seats as well as any seat potentially vacated at the start of 2018. The current vacant seats include: Business, Homeless or Formerly Homeless, and Universities. If you know anyone, please have them fill out a board interest form. There are no terms ending for anyone so we will rotate chairs. We are not projecting any vacancies with the seats for the current board members. Revision of the board member orientation, the new board orientation has been scheduled for January 18, 2018 from 1:30pm - 4:30pm. More information will be disseminated as the date approaches. Orientation revisions include: adding the information about the specific mission of the seat each member holds, the selection of a working group, and the attendance requirement for board and working group meetings. The homeless trust fund needs people to help work on the steps to dissolve the current agreement that is still in place with SNRPC and getting those funds transferred from the United Way to the Southern NV Homeless Coalition. If anyone wants to volunteer on the board to help with that, that would be great.

**Agenda Item 6. Update from the Coordinated Entry Change Advisory Team (CE CAT) and request that the CE CAT become a formal working group of the Board; for possible action.**

Kelly Robson, HELP of Southern Nevada, stated that Maurice Cuvier has resigned his position as co-chair and Michelle Fuller-Hallauer has accepted the position as co-chair. Coordinated Entry for families, youth, and survivors of domestic violence has been implemented. There are 1478 clients on the community queue and with 89 family assessments and 32 youth assessments completed, which leaves 1357 households without children. Policies for all of the subpopulations are being drafted so there is one set of policies and procedures for all services and we should have a rough draft in the next couple weeks and we will present that in December, if not the latest would be January, we will need this boards input to finalize this policy.

Michele Fuller-Hallauer, Clark County Social Service, stated that the coordinated entry change advisory team would like to request to be designated as one of the primary working groups under the board. Ms. Kinard explained what that means is instead of having five main working groups, there will be six and that it will be one of the core working groups.

A motion was made to make the coordinated entry working group formal. Motion passes.

**Agenda Item 7. Presentation on Data as We Know It, including information from the Homeless Management Information System (HMIS); for possible action.**

Catherine Huang Hara, Clark County Social Service, presented that there is a mandate from Congress to collect client level data around homeless services in the community and the federal policy requirement drives the HUD requirements for to collect local data towards measuring the prevention and ending of homelessness in our community. The Homeless Management Information System (HMIS) is mandated by Congress for all COCs (Continuums of Care) to provide a homeless management information system to collect client level data. The data can be used to produce an unduplicated count of homeless persons, understand patterns of service use and measure the effectiveness of homeless programs. The software used in Nevada is Clarity Human Services, produced by Bitfocus. The catalog is a breakdown of the types of reports that are generated with the data from HMIS at a level of the entire continuum, regardless of the funding source. At the continuum level there is reporting inside HUD data exchange (HDX), which is the online data submission tool for how we report data to HUD. The HDX collects specific reports like the point in time count (PIT), which we locally call our homeless census; the Housing Inventory Chart (HIC), which collects all the information from our system around all the different bed types, number of beds and who their dedicated to; HUD System Performance Measures (Sys PM); the Annual Homeless Assessment Report (AHAR); and a HMIS Data Quality Report. There are project level reports that are also required by HUD. Sage HMIS reporting repository includes reports on CoC or Emergency Solutions Grant (ESG) programs via the Annual Progress Report (APR). We also do performance monitoring. The timeline for the annual reporting process includes, January – April: HIC/PIT counts; April – May: system performance measures which also goes with the HMIS data quality report at the same time; May – July: locally we work on a homeless census report, which is a comprehensive rollup of all of the data that's collected through the point in time count. The local monitoring and ranking process will happen in the spring through September. October – December: collection of data for the annual housing assessment report begins. All of the information feeds into the HUD application that we submit in response to the large NOFA. The housing inventory chart (HIC), collects information about all of the beds and the units in each CoC homeless system. It's categorized by provider project types. Those bed totals are broken down by household designation; households with children, households without children or households with only children. Beds are also designated by subpopulations: domestic violence, veterans and chronically homeless. Report also includes the funding sources for those beds. The report is due on May 1st. The PIT count is where we provide a count of sheltered and unsheltered people experiencing homelessness in our community within the last 10 days of January. Counts are broken down by household types; individuals, families, child only households, veterans and the chronically homeless. It is do inside of HDX on May 1st and opens on March 1st. Bitfocus composes the annual homeless census comprehensive report after both the HIC and PIT have been submitted, generally in early summer.

Tauri Royce, Bitfocus, reported that HUD system performance measures comprise of seven different measures and these measures are designed to identify gaps. Measure 1 is the length of time that persons remain homeless. Measure 2 is the extent to which persons who exit homelessness are returning. Measure 3 is directly taken out of the PIT count and HMIS data. Measure 4 is employment and income growth for homeless persons in CoC programs. Measure 5 is number of persons who become homeless for the first time. Measure 6 has yet to be requested, but pertains to prevention and primarily for persons that do not meet the HUD definition of literally homeless, but they are homeless under other federal definitions. Measure 7 is successful placements from street outreach and successful placement in or retention of permanent housing. HUD released a new data quality framework in 2017 to help communities assess the accuracy of their data. Previously, HUD's expectations for data quality in HMIS have been primarily focused on HMIS bed coverage, "don't know/refused" responses, and "null/missing" values. New framework provides additional measures of data quality across a number of HMIS data elements; program income and housing data, chronic homelessness, inactive records and data entry

timeliness. The data is due May 31<sup>st</sup> and is submitted as part of the system performance measures. The AHAR is a report to the U.S. Congress on the extent and nature of homelessness in America. Local data is provided to HUD for consideration dependent on the quality of data and if approved is included in the national report. The final report by HUD provides nationwide estimates of homelessness; demographic characteristics of homeless persons, service use patterns and capacity to house homeless persons. The report is based primarily on HMIS data about persons who experience homelessness during a 12-month period, October-September. In 2018, local data for the AHAR will be required CSV (comma separated values) upload directly from HMIS to HDX, HUD specification only. No manual adjustments or additions are allowed. It is due the first week of December. The Continuum of Care Competition Report is pulled directly from HDX and includes data points from: Housing Inventory Chart (HIC), Point-in-Time Count (PIT), System Performance Measures (Sys PM) and the HMIS Data Quality Report. Beginning in 2017, this report was a required attachment due with the CoC application.

Michele Fuller-Hallauer, Clark County Social Service, stated that each of the COC funded programs has to submit an annual progress report to HUD based on their program operating year. As of April 1<sup>st</sup>, APR's must be submitted in Sage and the data files must be pulled directly from HMIS as a zipped folder, it cannot be altered or opened prior to the upload to avoid any manipulation of the data. It is due 90 days from end of a project's operating year. The performance monitoring tool is used to pull performance data directly out of HMIS. HMIS data used during the local ranking process: harder to serve homeless populations, % of clients with disabilities, mental/physical/developmental, substance abuse, HIV+, DV (domestic violence), or unaccompanied children and youth. Reducing length of homeless episodes and new or return entries to homelessness; increase jobs, income, and self-sufficiency (sustain or increase of employment income, other income, non-cash benefits, or education). HMIS Participation and Data Quality (missing annual assessments and destination information and data entry timeliness). The CoC would like to propose that every agency identify a Partner Agency Data Lead (PADL). That person would be the point person in each agency that would do things like document movement of people among homeless projects, quantify and identify who is experiencing chronic homelessness, assist with bed inventory changes for, new, under development project beds regardless of funding source, funding sources for beds, project verification of chronicity documentation, agency level data quality review from HMIS, compliance with Federal data entry requirements, project enrollments, updates and annual assessments and project exits with client destinations. Tauri, the HMIS administrator, will hold quarterly meetings with the PADLs to talk about the data quality and any changes in the system. Implications: Utilization; quantity of service delivery. Data Quality and Completeness; program placements entry and exits. Timeliness; data entry occurring when the service occurs or quickly soon after, real-time program inventory and funding. Next Steps; Continuum of Care System Admin, continuing education and technical support, commitment to high quality data. Funders; Performance Based Contracting including Sys PM-relevant data, contract requirements for full program entry, monitoring of data and consistency of reporting. Agencies; PADL identification, compliance commitment, data quality, partnership influencing importance of data collection.

Erin Kinard, Nevada Behavioral Health, asked if there could be quarterly trainings mandatory for the PADLs, Mrs. Fuller-Hallauer, requested the board's direction to do so. Jon Stevenson, Las Vegas Fire and Rescue asked, asked the difference between Community Management Information System (CMIS) and Homeless Management Information System (HMIS). Ms. Royce stated that there is no difference; it is one single database. CMIS is a language change that was adopted locally for non-homeless providers who have non-homeless projects. Mr. Stevenson asked if medical providers are participating, Ms. Royce stated that there are some medical providers that are participating by doing a brief assessment to determine whether or not a client might be eligible for some of our permanent supportive housing projects. The level of data that agencies are willing and able to share is considered by the COC when they approve the application to access the system.

#### **Agenda Item 8. Presentation on the activities of the city of Las Vegas' Mayor's Faith Initiative; for possible action.**

Troy Oglesbee, Save A Life, presented an overview of the Mayor's Faith Initiative. The Mayor's Faith Initiative (MFI) working group focuses on starting the conversations with the community about community issues with houses of worship. He states that in the city, homeless have addictions and outreach teams are working 24/7 days a week, including all holidays. These individuals are trying to do an assessment as to what they might need help with but cannot access, give them the resources and information packets with whom they can talk to get the help they need, and expert training and intervention referral and treatment classes that are given on an intermediate basis at (Las Vegas) City Hall. All MFI Addictions workgroup meetings will be held at City Hall, 495 S. Main St., on the 3rd Thursday of the month from 9:00-10:30am in the 1st floor training room #5. The education working group does not meet on a regular basis, but provides opportunities for engagement, and participation to reading workshops, learning how to fill out an application or writing a resume. It is done intermittently at City Hall, and it's not every month. The human trafficking working group focuses on creating real solutions on how to best educate and collaborate with community partners addressing any sex trafficking in our city. They meet on a monthly basis, at City Hall on the 4th Thursday from 1:30 pm – 3 pm. The MFI RECAP/Community Unity workgroup provides opportunities for engagement of volunteers and participation in strengthening vulnerable families. We meet on a monthly basis, at City Hall on the 1st Thursday from 10:30 am – 12:00 pm.

Mr. Oglesbee asked to have to add Tiny Homes as a work group, which is a transitional housing homeless program. Ms. Kinard stated that she didn't think it's large enough to be a main working group.

#### **Agenda Item 9. Update from Nevada Partnership for Homeless Youth (NPHY) on the 2017 Southern Nevada Youth Homelessness Summit; for possible action.**

Melissa Jacobowitz, Nevada Partnership for Homeless Youth (NPHY), shared that on November 2<sup>nd</sup> was the 2017 Southern Nevada Youth Homelessness Summit, which was called "Intersections," occurred with Sands Cares at the Venetian, and supporting sponsors

the Las Vegas Review Journal and UNLV Greenspun College of Urban Affairs. There were over 300 attendees from all different sectors of society to discuss homelessness and create some action steps for moving forward. There were presentations from Dr. Patricia Craig and Dr. Jennifer Guthrie; both from UNLV the Greenspun College of Urban Affairs present a white paper that they created on the seat of youth homelessness in Southern Nevada. That was the first community assessment on that level where on the entire interdisciplinary team from Greenspun College of Urban Affairs looked at youth homelessness, the state and extent of the problem, causes and consequences and the current service delivery in the community as well as some ideas for how we can move forward in the future to improve our response. The executive director of the national network for youth presented as well, which is the largest public advocacy and education organization on youth homelessness in the United States. Information was shared on youth homelessness nationally on what can be done to move forward on this issue. Ideas and information on youth specific services and what youth need to really go beyond the streets here in the community were shared. A former homeless youth who was one of NHPY clients gave a really amazing, moving speech. There was a private screening of "Lost in America," which is a documentary that is written, produced and directed by Director Rossini Rainwater. It is a national look at youth homelessness, where he traveled to at least 15 different cities and worked with 50 service providers, all kinds of youth, policymakers and people all over the country on this issue to give a really good look at the state of youth homelessness nationally. Focus groups on four intersection areas were held and looked at the intersections between youth homelessness, human trafficking, immigration, LGBTQ issues and education. Michele Fuller-Hallauer from CCSS served as the facilitator of the immigration group; Kathi Thomas Gibson from the City of Las Vegas served as the facilitator of the human trafficking group; Kelli-Jo Shebeck from Title 1 Hope served as a facilitator of the education focus group; and Emily Paulson from Nevada Homeless Alliance served as the facilitator of the LGBTQ group. Hundreds of people in the room gave all kinds of feedback and ideas and presented a variety of data to give everyone jumping off points. Participants contributed ideas on strengths and weaknesses and opportunities in the community, as well as intersection areas between homelessness focus areas and opportunities for partnerships and new ideas. A formal final report is being worked on that will report on all the data that was gained at the focus group to help the community work on combating youth homelessness.

**Agenda Item 10. Questions and answers regarding reports from the Board working groups (Community Engagement, Evaluation, HMIS, Planning, Monitoring).**

No questions were asked

**Agenda Item 11. Receive an update from each board member regarding relevant activities within their respective organization relating to homelessness.**

Meg Pike, Clark County School District stated that Title 1 Hope, which is the homeless outreach program for education, is servicing 11,576 self-identified students, 129 of those students are unaccompanied homeless youth. This is a low time of year and it will pick up again after the holidays, so January will probably get another rush of students qualifying for services. One of the new pieces to the McKinney-Vento and Every Student Succeeds Act (ESSA) is they have dictated that preschool students can qualify and we can serve those students, and have finalized the addition of an option for parents to request information on pre-K programs.

**Agenda Item 12. Public Comment.**

Michele Fuller-Hallauer, Clark County Social Service stated on behalf of Emily Paulsen, Nevada Homeless Alliance that Project Homeless Connect (PHC) is on Tuesday, November 14th at Cashman Center. The doors will open at 8am. Volunteers are welcome. There is a need for new or gently used men's shoes. The weekly Pop-up PHC event is need of men's clothing.

Phillip Hollon, Salvation Army, shared that the Salvation Army partnered with all of the Neighborhood Walmart stores in Las Vegas and surrounding areas to provide a community meal on Wednesday October 25<sup>th</sup>. The Salvation Army has been working with the local Home Depot stores, their Team Depot employees, and Home Depot Foundation. They have provided more than \$75,000 in grants to purchase supplies for the renovation of a vacant building on our property which will provide housing to 42 Veterans. The Salvation Army welcomed 1,000 families to the Zappos Courtyard at 400 E. Stewart for the 5<sup>th</sup> annual Downtown Turkey Town event. Families with entry tickets received a frozen turkey, and all the fixings. On Friday November 17<sup>th</sup>, The Salvation Army will partner with Zappos once again for our 5<sup>th</sup> annual Our Hearts to Your Soles event. On Saturday November 18<sup>th</sup>, The Salvation Army will be partnering with Boy Scouts of America for our annual Scouting for Food event.

On Monday November 20<sup>th</sup> The Salvation Army will be partnering with MGM Resorts International, and Circus Circus Hotel and Casino to provide our 27<sup>th</sup> annual spectacular Thanksgiving feast. The Las Vegas Rotary Club is offering their annual Santa Clothes event, where more than 300 children will be treated to a shopping spree at a local JC Penny store.

**The meeting adjourned at 4:37 p.m.**