

**SOUTHERN NEVADA HOMELESSNESS CONTINUUM OF CARE BOARD  
MEETING MINUTES  
March 9, 2017**

**In attendance:** Kelly Jo Shebeck, Co-Chair, School District, Clark County School District  
Erin Kinard, Co-Chair, Health Care Provider  
Emily Lewis, alternate Co-Vice Chair, Government, City of Henderson  
Shalimar Cabrera, Co-Vice Chair, Veteran Service Provider, U.S. Vets – Las Vegas  
Julie Calloway, Government, City of Boulder City  
Kathi Thomas-Gibson, alternate, Government, City of Las Vegas  
Michael Pawlak, Government, Clark County Social Service  
Bret Ficklin, Law Enforcement, Las Vegas Metro Police Department  
Emily Paulsen, Advocate, Nevada Homeless Alliance  
Monica Gresser, Business, Brazen Architecture  
Takiyah Butler, EFSP Board, United Way of Southern Nevada  
Troy Oglesbee, Faith-Based, Save A Life  
Kevin Sharps, Affordable Housing, Nevada HAND  
Donna Jordan, Mental Health Provider, Southern Nevada Adult Mental Health Services  
Taylor Hough, Health Care Provider, Touro University Nevada  
Arash Ghafoori, Social Service Provider, Nevada Partnership for Homeless Youth  
Christy Shannon, Social Service Provider, S.A.F.E. Nest  
Melissa Clary, Advocate, Huntridge Neighborhood Association  
Sara McCrea, Emergency Medical Services, Las Vegas Fire & Rescue  
Peter McCoy, Veteran Service Provider, Veterans Administration

**Absent:** Cass Palmer, Government, City of North Las Vegas  
Vesela Zehirev, Business, MGM Resorts International  
Mandy Martin, Business, Las Vegas SANDS  
Dwayne Alexander, Public Housing, Southern Nevada Regional Housing Authority  
Ardell Galbreth, Workforce Investment, Workforce Connections  
Henry Sneed, Faith-Based, The Church LV  
Dawn Davis, Social Service Provider, Catholic Charities of Southern Nevada  
Jesse Robinson, Homeless or Formerly Homeless, Advocate  
Siloh Moses, Homeless or Formerly Homeless, Serving Hope LV  
Kena Adams, Advocate, Moapa Band of Paiutes  
Michael Johnson, University, UNLV

**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 2:09 p.m., on Thursday, March 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.**

No public comment was received.

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

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

**Agenda Item 4. Approval of the Minutes from the February 9, 2017 meeting; for possible action.**

A motion was made to approve the minutes for the February 9, 2017 meeting. The motion was approved unanimously.

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

Erin Kinard, Health Care Provider, stated that in order to keep everyone informed of the Steering Committee activities, she and Kelly Jo Shebeck, Clark County School District, have and will continue to provide minutes of the Steering Committee meetings. After board members had a moment to review the minutes, Melissa Clary, Huntridge Neighborhood Association, asked about a follow-up meeting with Commissioner Giunchigliani. Ms. Kinard stated that she and Ms. Shebeck will be meeting with the commissioner on March 13 to give a 1-hour briefing with information received from the jurisdictions, and Michele Fuller-Hallauer and Catherine Huang Hara, Clark County Social Service, as the collaborative applicant. It is hoped that the outcome of the briefing will spearhead the presentation to the Southern Nevada Regional Planning Commission.

**Agenda Item 6. Update by the Evaluation Working Group on policies and procedures related to the Continuum of Care local application process, including scoring and application review; for possible action.**

Michael Pawlak, Clark County Social Service, reported the Evaluation Working Group (EWG) has a subcommittee taking responsibility for the scoring and application review and is headed by Bridget Claridy, HELP of Southern Nevada, Christy Shannon, S.A.F.E. Nest., and Donna Daniels, Clark County Social Service. Ms. Shannon stated that the purpose is to flesh out the goals so that every year during the scoring and ranking of the local applications, the community is aware of the process. She mentioned the narrative should be completed within 1½ weeks and will be posted on the HelpHopeHome website ([www.helphopehome.org](http://www.helphopehome.org)) for review and comments, with finalization available at the April CoC Board meeting. The process was put together based on a focus group meeting, feedback from the community, and review of the ranking process. Ms. Daniels explained that in putting together the guidelines, one of the areas discussed was to include background information, why the CoC was created, the role and function of the CoC, and the overall objective of grants funded through the CoC and Collaborative Applicant, and what the grants objectives are trying to accomplish. The function of the EWG would also be explained, as well as who are the members and how are they selected. Ms. Daniels also mentioned that issues had been raised regarding a conflict of interest and how applications were reviewed during the scoring/evaluation process. She suggested that this would be an area to lay out policies and guidelines on how to address possible conflicts of interest issues. She mentioned the solution could be as simple as having the members of the scoring/evaluation group sign a conflict of interest agreement as well as any confidentiality that would need to be taken into account. Ms. Daniels went on to go over the local applications for CoC Collaborative Applicants, stating that within the application requirements and process, an overview of the process would be given, including sharing where to find the NOFA for review; overview of criteria that are used; how to find the application forms for Clark County CoC local applications; explaining the required technical assistance training for applicants and explaining that the local applications will be pulled into the consolidated application by the Collaborative Applicant. The application requirements and process would also include what types of agencies are typically eligible to apply; how agencies must connect their work to the overall CoC efforts and use HMIS; as well as how to apply. An explanation of how the grant application timeline is set, and since the timeline information changes each year, a link would be included linking applicants to the website with the timeline information. There would also be information on how to submit an application. Ms. Shannon stressed the importance of knowing how each application is evaluated by outlining the priorities in the community, i.e. based on Gaps Analyses, based on the homeless census, etc.; what is used to determine certain threshold criteria, how agencies are evaluated based on experience and risk assessment; clarifying why projects receive the scoring and ranking they receive each year. Ms. Shannon mentioned the subcommittee also looked at other CoCs to see what they have done to inform their communities of the process. Ms. Claridy explained the driving force for reviewing this section was due to so many applicants not being clear on the process and feeling the process changed every year. By standardizing the section regarding presentations by applicants, it would include an overview of the presentation; what is expected of the applicant by the EWG; the general mechanics of the presentation; possibly sending the applicant questions prior to their presentation; and the idea of a question and answer period. Emphasis was placed on elaborating on the process to make the process transparent. The process was also shored up regarding the reallocation of funds, explaining what situations might occur to cause funds to be reallocated. With regards to the notification of funding, an explanation of the notification process and timing is addressed, and any appeal process, which is already in place. Ms. Daniels stated that the section regarding Recommendations for Approval by the SNHCoC Board would explain the process the EWG undertakes to determine which applications are recommended to the board as well as how the voting occurs; how the EWG presents the recommendations to the board, i.e. via presentations or a written list; the process the board uses to approve or decline the recommendations; the point at which appeals are heard and the process; and whether applicants are allowed to speak at times other than the open public comment period during the CoC board, and if so, the steps for this. This section also includes the process of moving funding forward to HUD as part of the consolidated application by the Collaborative Applicant, including if there is a general timeframe for this, when the applicants would know if funding has been approved on the federal level, and how the applicants would be notified of this. Ms. Shannon reiterated the CoC commitment to a transparent and fair process and stated that contact information would be included in the document. She also explained the document would include appendices, including links to HelpHopeHome, so the document can stay as is. Links would be included for those things that change yearly, i.e. timeline information, local community priorities, the scorecard, appendices of frequently asked questions by HUD and terms HUD uses. Ms. Claridy confirmed with Ms. Shannon that the narrative would be posted on March 16, with 1 week to get comments to Ms. Daniels. Erin Kinard, Health Care Provider, thanked the subcommittee for their work and asked if the policies and procedures were started from scratch or just revamped. Ms. Claridy stated the subcommittee took what was there and revised, enhanced and provided more detail. Ms. Daniels stated that since she is new to Clark County, she was able to look at it with a fresh eye. She also suggested that when giving feedback, if something doesn't appear to pertain to Southern Nevada, to please include that comment. Ms. Daniels then volunteered her email address in order to receive feedback. Takiyah Butler, United Way of Southern Nevada, stated she appreciated the work that went into the revamping process and asked about if the applicant has the capacity to ensure completing a good application. Ms. Claridy stated there would be mandatory training prior to the application submission.

**Agenda Item 7. Discussion on master planning in the Corridor of Hope; for possible action.**

Jocelyn Bluiitt-Fischer, City of Las Vegas Office of Community Services, stated homelessness is a prevailing issue that impacts the city with regards to economic development, public health and safety, and the quality of life for residents. The City of Las Vegas' long-term planning efforts, called City by Design, is an effort to determine how to enhance resources to become a world class city, by concentrating on transportation, infrastructure, economic diversification, education, and homeless services. For each one of those areas, the City of Las Vegas asked a citizens' advisory committee to help craft the plan and develop the vision. In addition to the work done with the Southern Nevada Regional Homelessness Continuum of Care (CoC) Board, the City of Las Vegas created a City

of Las Vegas Homelessness Advisory Committee to focus on homeless issues in downtown, the corridor of hope and the medical district. The committee is comprised of 31 community stakeholders, which is a wide slice of the community, and appointed through the City Manager's Office. It brings together departments teams which are impacted by or have an impact on the homelessness in the community. The basic guiding principles are: making sure there is a more effective use of city resources to address homelessness; the community resources are being used to address unmet needs; solutions are found to address service resistant populations, i.e. those who are service resistant or hard to serve; best practices are being brought to the table based on those used by other jurisdictions and what is working well; and that a bold, visionary and pioneering plan is implemented. The mission is to connect street homeless in the urban core to housing and services that improves safety, health and wellness. New creative solutions that are innovative, disruptive, and questioning everything were encouraged; and to realize that the status quo of what is happening is no longer acceptable. The committee decided to embark on 5 key strategies: 1. Connecting the homeless to services; 2. Connecting the homeless to housing; 3. Develop efforts to sustain things through accountability and performance measures; 4. Build additional funding effort opportunities to support these efforts and to engage the community in the work being done; and 5. Review the Corridor of Hope to decide if, through physical design and physical improvements, services and public safety could be improved. The committee tasked with the master plan will be led by the design community of architects, landscape architects and planners. The City of North Las Vegas is also actively involved since the Corridor of Hope shares the mutual boundary of Owens Ave. with both the City of North Las Vegas and the City of Las Vegas. The Corridor of Hope is the area from north of downtown that is bordered by Foremaster, Las Vegas Blvd., Owens Blvd. and Main St., which is where the majority of the services for the homeless is located. In developing the master planning for the Corridor of Hope, there were 4 community charrettes held with over 200 participants that represented a large slice of the community, including stakeholders that wished to be involved. Challenges that were identified included the fact that there are no 24/7 public restrooms included in the Corridor of Hope outside of service providers; there are limited trash containers, so litter, trash and debris is on the streets; there is no place for respite between meals, which leads to loitering; there is limited access to "wet" dayrooms; street feeding, which leads to trash, health and safety; there is no storage for carts and personal belongings; there are no "bridge" housing options to shelters; and there is no mental health clinic within walking distance. From those challenges, the top 5 critical concerns were discussed. Those challenges are: mental health and wellness; a safe zone and a place for respite; a navigation center to help connect the homeless to services; the concept of Project Homeless Connect, which is known to be successful due to bringing resources together for one day and getting the homeless off the streets, but doing this all year long; and bridge housing. Additional services to be explored were: expanding personal services, such as storage, pet care, and mailboxes; improve pedestrian flow in the area; legal services or homeless court; public bathrooms; security and safety; and street outreach. In order to make changes to the area, the City of Las Vegas has acquired the following property: Shannon West Homeless Youth Center at 1471 North Las Vegas Blvd., Casablanca Banquet Hall at 1401 North Las Vegas Blvd. next to Shannon West Homeless Youth Center, and Throwers Property, which is currently vacant, at 1425 North Main St. There are also negotiations going on to gain control of the funeral homes within the area, in order to have full site control of the area when physical improvements are to be made. The proposed plan is working to identify an architectural firm to design proposed building concepts, and address parking and pedestrian flow. The final report should be published in the second quarter of 2017, with a request for qualifications (RFQ) going out in 2018. At the 1401 North Las Vegas Blvd. property, because it has a large parking lot, Homeless Connect 365 will be implemented with a Courtyard/Safe Zone concept. It will have 24/7 security, security lighting, public bathrooms and porta-potties, and a temporary building to provide office space for the service providers choosing to come in and provide services. Homeless Connect 365 is developing an agreement with Nevada Homeless Alliance to become the managing partner of that area and to plan events to provide services to the homeless, coordinate nonprofit agencies to bring services to the area, and to track data on the clients served. Some of the upcoming planned events include the Giving Project on March 11, including mobile medical and mental health services and screening being offered by Touro University, HPN, Dignity Health, and Amerigroup. Also planned are ID Recovery Days, Legal Services, Community Meals during the Giving Project occurring monthly, and pet services. Future plans include this to be a site for coordinated intake; navigation services; homeless court; transportation, which the faith based community is been contacted to possibly assist with; and access to housing.

Melissa Clary, Huntridge Neighborhood Association, commended the City of Las Vegas for moving forward with this project. Taylor Hough, Touro University, asked if mental health and diversions services were also the primary objective of the project. Ms. Bluitt-Fischer stated that the services being offered are still being explored since medical and mental health were part of the rising issues, in addition to access to housing, employment and navigation services. With regards to mental health, a review is being done to determine what will be included, i.e. a clinic, beds, etc. Michael Pawlak, Clark County Social Services, asked how many can occupy this safe zone in a day. Ms. Bluitt-Fischer stated that at present, the number is unknown and that is why it is starting as a pilot project. Initially, pop-up events are planned, with the facility being open all day during those times. Security will be provided 24/7 so the facility would serve as a day respite, with hopes of scaling up to model the Courtyard Program in San Antonio, TX. Kathi Thomas-Gibson, City of Las Vegas, explained that the initial goal of the project is not necessarily to bring individuals from the tunnels; however, the focal point and immediate target of the project is to serve the homeless population in the urban core, which is about 500 folks. Takiyah Butler, United Way of Southern Nevada, asked if the data collected was to determine the impact being made and how many folks are being served or is it to decide if the work being done is successful to the goal. Ms. Bluitt-Fischer stated that both aspects will be considered. First, if the program is successful, then it could be replicated in other areas of town, and second, it would be used to track the numbers of those serviced and the type of services provided, as well as keep track of who are in the courtyard. Las Vegas Metropolitan Police Department has also partnered with the City of Las Vegas to determine calls in the downtown area to see the accomplishments and the types of services requested in the downtown area. Ms. Butler then stated that as the project proceeds, she would like to see other communities be able to use some aspects, if not all, of the program's best practices. Ms. Bluitt-Fischer stated technical assistance is being received from Harvard to help determine performance measures, help draft the contract, and assure the

results are performance based. She then introduced Nolin Greene and Hanna Azemati from Harvard Kennedy School of Government Performance Lab, who are assisting the City of Las Vegas determine what data should be captured, how to measure who is being referred to service, and the long-term impacts to evaluate the project. Troy Oglesbee, Save A Life, asked if there would be an area where families living in their vehicles could park to ensure their vehicles would not be towed away while accessing services. Ms. Bluitt-Fischer stated that parking is a challenge, since accommodations have to be made for the service providers, and there has to be able room to accommodate the people. The present plan is to have the service providers park at the Throwers Property and provide them with shuttle service to the property. However, the issue of families living in their vehicles is an area that needs to be addressed. Donna Jordan, Southern Nevada Adult Mental Health Services, suggested that in the future, a safe park could be created where families could park and security could watch over them, as has been done in Phoenix or San Diego.

**Agenda Item 8. Questions and answers regarding reports from the Board working groups (Community Engagement, Evaluation, HMIS, Planning, Monitoring).**

Erin Kinard, Health Care Provider, in referring to the working group reports, that the Monitoring Working Group is still searching for a champion. Donna Jordan, Southern Nevada Adult Mental Health Services, stated her name had been listed as “Donna Johnson” instead of “Donna Jordan” in the Community Engagement Working Group Report submitted to the board. Ms. Kinard, stated that those board members who are not currently involved in any of the working groups could see the champion of each of the working groups to determine how to become involved.

**Agenda Item 9. Receive an update from each board member regarding relevant activities within their respective organization relating to homelessness.**

Emily Paulsen, Nevada Homeless Alliance, reminded everyone that Family Connect will take place on May 6 at Valley High School. She invited all service providers to become involved in the event and mentioned there will be a planning meeting on March 22 to further coordinate the event. Takiyah Butler, United Way of Southern Nevada, reported the United Way is rolling out 2 processes. The first is the Community Benefits Agenda – which is focusing on clearing what the service board appoints to work on, i.e. a focus on education, health, and financial stability; and shift the focus on credits of career, within which is early childhood, high school achievement, post-secondary attainment including credentialing, as well as workforce awards. There will be reports released about each of these points, and the two reports released thus far are on high school graduation and post-secondary attainment. The second is a workshop held March 8, with another scheduled, regarding the Women’s Leadership Council New RP classes. Applications for that funding are due the beginning of April with announcements made in May or June. Ms. Butler also stated that the Junior League of Las Vegas is partnering with the Shannon West Youth Center to try to raise money to provide the youth with their own “Youth Night Out”. On March 25, there will be a Comedy Show at 5:30 p.m. at V Theatre inside Planet Hollywood, with 100% of the proceeds going to provide the “Night Out” which will be chaperoned by Junior League members. Michael Pawlak, Clark County Social Service, stated the Housing Working Group, which is through the Planning Working Group, held their first meeting. Steve Silverman, HELP USA, went on to mention that the first meeting was attended by 30 individuals representing city, county, state and individual stakeholders. He also explained that the Housing Working Group is a resurrection of a housing group established with the Veterans Administration in establishing housing connections for homeless veterans. Within the next few meetings, the Housing Working Group should be able to report back to the CoC Board. Bret Ficklin, Las Vegas Metropolitan Police Department, announced that the Giving Project will be held on March 11 at the City of Las Vegas facility located at 1401 N. Las Vegas Blvd. between 10:00 a.m. and 12:00 p.m. Sgt. Ficklin invited everyone to attend, but mentioned that last month everything is had been distributed by 11:00 a.m. At the last Giving Project, restrooms were provided and the project serviced 300-400 people. The City of Las Vegas also attended the last Giving Project to see what is needed for success.

**Agenda Item 10. Public Comment.**

Maurice Clothier and Kelly Robson, co-chair and chair for Coordinated Intake Community Advisory Team, announced the next meeting would be held on March 21 at Clark County Social Services, 1600 Pinto Lane, 3<sup>rd</sup> Floor, from 1:00 p.m. – 3:00 p.m. Mr. Clothier urged everyone to attend since it is an opportunity to solidify membership to establish a meeting quorum for decision making purposes. He then stated some of the issues to be discussed would be: standard meeting protocol and decision making processes, with all notes posted to the HelpHopeHome website. When asked by Arash Ghafoori, Nevada Partnership for Homeless Youth, about the purpose of the group, Mr. Clothier stated the team works on the coordinated entry for homeless individuals with Clark County, i.e. determining what the process looks like, accomplishing certain mandates by HUD in the allotted timeframe. Mr. Ghafoori then asked if the team is a voting body. Michel Fuller-Hallauer, Clark County Social Service, stated the Coordinated Intake Change Advisory Team, which is a subgroup of the Planning Working Group, has been meeting the past 3 years and she has facilitated the meetings. It is a leadership team for coordinated intake for the community and has been meeting on a regular basis, but wanted to insure there is a standard forum for membership, how decisions are being made, making sure there is a quorum for decisions to be made, and have committee members be from the community to lead the process. At the last meeting, Ms. Robson was voted in as chair and Mr. Clothier was elected as co-chair. Moving forward, Clark County Social Service will continue to attend meetings and offer assistance, but the meetings will be let by Ms. Robson and Mr. Clothier. The Leadership Team for Coordinated Intake is the driver for Coordinated Intake in the community coordinated intake process. It is the leadership team that had been formed due to the development of Coordinated Intake in early 2014 and has always made decisions on the adjustments made in the community’s coordinated intake system, particularly for households without children. Mr. Ghafoori asked if decisions made were for implementation or to be brought to the board Ms. Fuller-Hallauer stated the decisions of the team will be codified, putting them and the decision making process into writing. The next meeting will be focusing on this process. Prior to this, the team would make the

decisions, and roll them out to the providers through the Clark County Social Service office and the CoC Grants Coordinator. Mr. Ghafoori asked if the team had any oversight to which Ms. Fuller-Hallauer responded that the team used to report back to the board on a regular basis. Mr. Ghafoori explained he was just trying to determine the reporting structure and felt the board should be informed of important matters, such as coordinated intake. Mr. Pawlak, Clark County Social Service, stated he has requested Catherine Huang Hara, Clark County Social Service, compile a list of all the sub-groups and how these sub-groups report back. Erin Kinard, Health Care Provider, stated she is encouraged that the Coordinated Intake Advisory Team is in the hands of the community partners. Phillip Hollon, The Salvation Army, began by sharing upcoming activities planned at The Salvation Army. The Southern Utah Rural Health Scholars will be at The Salvation Army campus on March 16 from 11:00 a.m. – 3:00 p.m. to provide free basic health screenings, hygiene items, and referrals for health-related issues. On March 28, a group of volunteers from e-Study will be sponsoring a free community meal. On March 30, Team United Airlines, comprised of more than 50 employees, family, and friends, will be sponsoring the community meal and providing table side service. On March 31, The Salvation Army Rehabilitation Center will celebrate the opening of the free drug and alcohol rehabilitation center that is open to anyone needing services. At the open house, services provided will be shared, facility tours will be provided, and there will be an opportunity to meet with program participants and hear their testimonials. Zappos will be partnering with The Salvation Army on April 13 by inviting 750 families with children 8 and under, to attend the first Glow in the Dark Easter Egg Hunt, featuring amusement rides, arts and crafts, carnival games, a petting zoo, an assortment of treats and goodies, an Easter Egg hunt, and pictures with the Easter bunny. Families will also be provided with a frozen ham, and all the fixings for a special family meal. On April 27, approximately 60 members of the UFC and 20 Core Academy students will be providing the community meal and providing everyone with a goodie bag consisting of a chocolate and protein bar, bottled water, toiletry items, and a 24-hour bus pass. The moms from the Orlando Magic NBA Team will be sponsoring a community meal on April 29. The staff from Hooters Hotel & Casino is working with The Salvation Army on setting a date in April to provide the community meal. As mentioned previously to the board, Hooters took their marketing funds for that month and donated a portion of them to The Salvation Army. Once again, Insomniac Productions and the Electric Daisy Carnival, which will take place June 16-19, will be partnering with The Salvation Army. Last year, The Salvation Army received nearly 1,000 stuffed animals and toys from that partnership. Those toys were shared during the annual Christmas Toy Distribution. As more details become available, they will be shared. Shalimar Cabrera, U.S. Vets, announced the Veterans Stand Down will take place on March 15, with VIP tours offered that day from 7:30 a.m. – 9:00 a.m. She also mentioned that the main dining hall at U.S. Vets has been functioning for the past 14 years with 1 convection oven, 1 4-gallon roaster, and 1 rice cooker, and serving up to 137 veterans 3 meals daily. However, thanks to the partners of HomeAid Southern Nevada, Home Depot, Credit One Bank, Bank of America, and Choice Center Leadership University, a new kitchen was created at no cost to U.S. Vets and the first meal out of the new kitchen is being served tonight.

The meeting adjourned at 3:10 p.m.