

**SOUTHERN NEVADA HOMELESSNESS CONTINUUM OF CARE BOARD
MEETING MINUTES
January 12, 2017**

In attendance: Michael Pawlak, Co-Chair, Government, Clark County Social Service
Arash Ghafoori, Co-Chair, Social Service Provider, Nevada Partnership for Homeless Youth
Kelly Jo Shebeck, Vice Co-Chair, School District, Clark County School District
Erin Kinard, Vice Co-Chair, Health Care Provider
Julie Calloway, Government, City of Boulder City
Barbara Geach, Government, City of Henderson
Stephen Harsin, Government, City of Las Vegas
Bret Ficklin, Law Enforcement, Las Vegas Metro Police Department
Emily Paulsen, Advocate, Nevada Homeless Alliance
Monica Gresser, Business, Brazen Architecture
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
Kevin Sharps, Affordable Housing, Nevada HAND
Amie Duford, alternate, Health Care Provider, Touro University Nevada
Dawn Davis, Social Service Provider, Catholic Charities of Southern Nevada
Christy Shannon, Social Service Provider, S.A.F.E. Nest
Siloh Moses, Homeless or Formerly Homeless, Serving Hope LV
Kena Adams, Advocate, Moapa Band of Paiutes
David Slattery, Emergency Medical Services, Las Vegas Fire & Rescue
Peter McCoy, Veteran Service Provider, Veterans Administration
Shalimar Cabrera, Veteran Service Provider, U.S. Vets – Las Vegas

Absent: Cass Palmer, Government, City of North Las Vegas
Takiyah Butler, EFSP Board, United Way of Southern Nevada
Troy Oglesbee, Faith-Based, Save A Life
Donna Jordan, Mental Health Provider, Southern Nevada Adult Mental Health Services
Jesse Robinson, Homeless or Formerly Homeless, Advocate
Melissa Clary, Advocate, Huntridge Neighborhood Association
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 2:13 p.m., on Thursday, January 12, 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 given.

Agenda Item 3. Approval of the Agenda for January 12, 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 December 8, 2016 meeting; for possible action.

Dawn Davis, Catholic Charities of Southern Nevada, requested her name be corrected in the December 8, 2016 minutes. A motion was made to approve the minutes with the correction. The motion was approved unanimously.

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

Michael Pawlak, Clark County Social Service, stated the Steering Committee set the board's January meeting agenda; reviewed the gaps analysis report, reviewed the make-up of the board members and their records. The next Steering Committee meeting is scheduled for January 18, 2017 at Las Vegas City Hall.

Agenda Item 6. A. Discussion and approval of recommended amendments to the Governance Charter and Structure by the Board to the Continuum of Care, for possible action. Arash Ghafoori, Nevada Partnership for Homeless Youth, stated that based on the input from the December CoC Board Meeting, the Governance Charter was updated to remove all references to the Regional Initiatives Office (RIO) which had be overlooked. Barbara Geach, City of Henderson, asked to have the board vote on the changes to the Governance Charter, since it was mostly housekeeping changes made. The board unanimously approved the Governance Charter.

B. Discussion and acceptance of proposed amendments to the Governance Charter and Structure by the Continuum of Care, for possible action. Catherine Huang Hara, Clark County Social Service, stated that the Continuum of Care members in attendance of the January CoC Board Meeting needed to sign in and get a voting paddle prior to the vote taking place. Arash Ghafoori, Nevada Partnership for Homeless Youth, reminded CoC members that there could only be 1 vote per agency. He then asked for any public comments, to which there were none. Mr. Ghafoori asked for a roll call as follows: Sarah Reber, Division of Welfare and Supportive Services; Kelly Robeson, HELP of Southern Nevada; Phillip Hollon, The Salvation Army; Yesenia Trujillo, Culinary Academy; Barbara Coggins, Family Promise; Kathleen Miller, Living Grace Homes; Desiree Moss, The Shade Tree; Denise Charles, St. Jude's Ranch; Trisha Nozier, Southern Nevada Children First. Mr. Ghafoori asked for a vote on the Governance Charter by the CoC members. It was approved unanimously.

Agenda Item 7. A. Discussion and approval of recommendations of new and reappointed members to the Board, for possible action. Stephen Harsin, City of Las Vegas, introduced himself as the Chairman to the Ad Hoc Committee. He explained that this meeting will be the 1st reappointment of board members. He then went into the history of how the make-up of the CoC Board includes university, faith based, and housing providers. Mr. Harsin introduced the new appointees as follows: representing university - Michael Johnson, University of Nevada - Las Vegas; representing faith based organizations - Pastor Troy Oglesbee, Save A Life; representing business - Mandy Martin, Las Vegas SANDS; representing affordable housing developer - Kevin Sharps, Nevada HAND; representing social service providers - Dawn Davis, Catholic Charities; representing homeless or formerly homeless - Siloh Moses, Serving LV Hope; and representing health care providers - Taylor Hough, Touro University Nevada. The persons up for reappointment are: representing faith-based organizations - Pastor Henry Sneed, The Church at South Las Vegas; representing business - Monica Gresser, Brazen Architecture; and Vesela Zehirev, MGM International Resorts; representing mental health agency - Donna Jordan, SNAMHA; representing homeless or formerly homeless - Jesse Robinson, HELP of Southern Nevada; representing organizations that serve homeless & formerly homeless veterans - Shalimar Cabrera, US Vets - Las Vegas; representing health care providers - Erin Kinard, Independent Health Care Representative; and representing advocates - Emily Paulsen, NV Homeless Alliance; and Kena Adams, Moapa Band of Paiutes. Mr. Harsin then suggested stepping outside the governance structure to approve all recommendations, rather than approving them on an individual basis. Catherine Huang Hara, Clark County Social Service, made a correction that Jesse Robinson no longer works for HELP of Southern Nevada. Arash Ghafoori, Nevada Partnership for Homeless Youth, then call for a vote by the CoC Board Members which was unanimously approved.

B. Discussion and acceptance of recommendations of new and reappointed members to the Board by the Continuum of Care, for possible action. Arash Ghafoori, Nevada Partnership for Homeless Youth, opened the vote for the Continuum of Care members. The recommendations were approved unanimously. Mr. Ghafoori then congratulated all the new Board members.

Agenda Item 8. Discussion and nomination of new Co-Chairs and Co-Vice Chair from the Board rotation, and nomination and selection of new Community Stakeholder Co-Vice Chair, for possible action. Arash Ghafoori, Nevada Partnership for Homeless Youth, announced that the new Co-Chairs would be Kelly Jo Shebeck, Clark County Social Service, and Erin Kinard, Health Care Provider. Shalimar Cabrera, U.S. Vets, accepted Mr. Ghafoori's nomination to act as Co-Vice Chair. The CoC Board approved the nomination. The new Co-Vice Chairs are Barbara Geach, City of Henderson, and Ms. Cabrera. Mr. Ghafoori then applauded the community, which is going through many changes, on the energy and initiatives to address these changes. He also thanked the community for the participation in the past as well as the continued participation.

Agenda Item 9. Update and discussion on the 2016 Continuum of Care Application, including focus group feedback; for possible action. Danyell Cadell, Clark County Social Service, explained that the 2016 HUD Continuum of Care awards include projects ranked in Tier 1 and Tier 2. These awards were announced at nearly the same time. HUD did not make Fair Market Rent (FMR) adjustments to the awards. Ms. Cadell then presented a breakout for all the projects that funding was requested for and mentioned that the last 2 projects were not approved by HUD. The amount requested for Tier 1 projects was \$12,060,873, for Tier 2 projects was \$1,556,242, and for Planning was \$389,060 for a total of \$14,006,175. The amount awarded was: Tier 1 - \$12,060,873 (which was 100%); Tier 2 - \$1,034,367; and Planning - \$389,060; for a total of \$13,484,302. The 2 projects that were not funded were: St. Jude's New Crossings, a rapid rehousing for transitional age youth, which had 19 units, equating to 32 beds, providing for 13 households with one adult and one child and 6 adult households without children; and WestCare's Homeless coordinated Care Project, a permanent supportive housing project which had 24 units, equating to 24 beds, of which 24 were chronic homeless dedicated beds. This project served 48 households without children. Arash Ghafoori, Nevada Partnership for Homeless Youth, asked if the 2 non-funded projects were straddle projects or Tier 2 only. Ms. Cadell responded they were Tier 2 only projects. Ms. Cadell continued to explain that the permanent supportive housing projects funded provide for 928 beds/ 696 units of which 1263 are chronic homeless beds and 7 are youth beds. The rapid rehousing renewals offer 291 beds/126 units, including 8 youth beds. Transition housing has 187 beds/69 units, including 64 youth beds. Safe Haven offers 25 units for severe mentally ill individuals. The special projects funded this year are HMIS Expansion and CoC Planning. The new bonus projects funded this year were all rapid rehousing projects and are: Salvation Army's Housing the Homeless - receiving \$269,754 to provide 26 units/26 beds for 26 households without children; Lutheran Social Services' Welcome H.O.M.E. - receiving \$285,988 to provide 21 units/64 beds for 15 households with 1 adult and 1 child, and 6 households without children; and HopeLink's Homelink - receiving \$362,446 to provide 17 units/77 beds for 17 households with 1 adult and at least 1 child. One renewal project, HELP of Southern Nevada's Help Them Home Expansion, provided 20 units/20 beds. The straddle project was Stepping Stones. Emily Paulsen, Nevada Homeless Alliance, asked the gains vs. losses, when comparing the new bonus projects with the projects that were not funded in Tier 2. Ms. Cadell stated the

gains were: 64 units/167 beds for rapid rehousing; and 20 units/20 beds for permanent supportive housing; for a total gain of 84 units/187 beds. The loss was 19 units/ 32 beds for TAY rapid rehousing; and 24units/24 beds for permanent supportive housing; for a total loss of 43 units/56 beds. She went on to explain the total gain was 41 units/131 beds. Mr. Ghafoori asked how the bonus project works. Ms. Cadell stated that the bonus projects are included in the amount of the renewal. Mr. Ghafoori then suggested that although there was a loss, the bonus seemed to be getting assts. Ms. Cadel stated there was an overall gain of more than \$400,000. Ardell Galbreth, Workforce Connections, asked if there was a strategy to make up for the losses. Ms. Cadel stated the CoC would continue to apply for bonus projects. She also mentioned that the community had applied for the Youth Development Housing Project and stated the community had to stay competitive in order to continue to receive the amounts they had in grant money. Barbara Geach, City of Henderson, asked amount the money awarded for the special projects, i.e. HMIS and Expansion. Catherin Huang Hara, Clark County Social Service, stated that the HMIS portion is for licensing and allowing providers to have access to HMIS at no cost to them. She further explained that the expansions pertained to clarity and recording requests. Mr. Ghafoori expressed appreciation to the CoC team and county staff as the Collaborative Applicant. When no other comments or questions were brought forth, Ms. Cadell then gave an overview of the timelines and deadlines for the 2016 continuum of care local application process. On May 27, 2016, the local application was released in anticipation of HUD releasing the NoFA in June 2016. On June 3 and 6, mandatory Technical Assistance meeting were held for those applying. On June 13 through July 1, monitoring was done including desk audits, and applications were reviewed. The scoring and ranking process took place on August 10, with recommendations made on August 22. The final CoC application was due on September 14.

Ms. Paulsen stated that applicants, as well as those who didn't pursue an application, were contacted about feedback regarding the topics of Application/Timelines; Training; and Policies and Procedures (Scoring and Ranking). Application/Timelines Feedback from applicant included they liked that the process includes provisions for appeal; Zoom-Grants is easy to use; some local application questions were difficult to understand; there appeared to be a shorter time frame this year; there was a short notice of meeting schedule and mandatory training sessions; the overall process is too time-consuming with a heavy administration burden on agencies to complete the process; E-Snaps formatting is not user friendly; and E-Snaps process is redundant to ZoomGrants application. Some suggestions were: Scorecards from the monitoring group should be sent to providers early enough to comment and make corrections before final submission; reduce the number of local application questions ask more targeted questions; the federal and local applications should mirror each other; there should be a new process for MOUS to avoid duplicate signings. On the same subject, the scoring and ranking debrief feedback included: asking less questions on the local application; time frames for location applications should be set up prior to HUD's release; be proactive in determining requirements at local level vs. waiting for HUD's requirements; clean up scoring/weights of local application questions. With regards to training, the applicant feedback was that it seemed as though some committee members were unprepared and not knowledgeable about agencies. Their suggestions were to offer one-on-one assistance and feedback from collaborative applicant to agencies on application improvements, i.e. a printout of the previous application and helpful hints on how the organization can improve on each question, where they lost points, and why they lost points; the scoring and ranking members should visit agency sites to be familiar with agency programs; the technical assistance training should be broken up between new and returning applicants, with a condensed version for the returning applicants. In the Evaluation Working Group (EWG) Scoring and Ranking debrief regarding training, it was suggested that applicants be debriefed on the score of their application; there should be mandatory training for EWG members on the scoring and ranking process. It was also determined there is a need to improve and increase participation on the scoring and ranking team, i.e. get more non-profits (depending on time involved) and set community standards in the policies and procedures, set a target number of team members in order to recruit, identify agency/person to approach via personal invitation, set a time limit on how long a team member can serve (i.e. sit on team for 1 year, then commit to mentoring the next 2 years), formalize mentorship, only invite non-profits. Regarding policies and procedures (scoring and ranking), applicant feedback included: process seems futile, as though everyone is funded regardless of scoring and ranking; the process and procedure for ranking was not clear to the providers observing; the process and procedure changes year by year, making it difficult for agencies to navigate; points seemed to be arbitrarily assigned to each question; committee members with applications should not be able to discuss applications under consideration; and the scoring time period should be made more brief.

The applicants suggestions for policies and procedures included: if a readjustment of score occurs, record should be kept and shared of how and why scores/scorecard are readjusted throughout the process; an outlined procedure of the scoring and ranking process should be approved by the CoC Board and shared with applicants in advance; each person reviewing and scoring the application should provide a note on the rationale for each score; the process and procedure should not change during scoring; the Scoring and Ranking team should rotate in and out (i.e. 3 year cycle) with a core group of veterans and less new team members. During the EWG Scoring and Ranking debrief around policies and procedures, some issues brought up were: have prioritization conversation open to community and include the prioritization into policy and procedures; create new guidelines for presentations (possibly remove presentation from the process, or hold presentations for new projects only); evaluate blocks of time for ranking process to accommodate non-profits; make the scoring and ranking process more brief; policies and procedures need to be solidified and communicate; evaluate separate processes for new projects vs. renewal projects; the Monitoring Working Group gives a time limit (probationary period) to sub-performing projects and if the project doesn't raise to standard, the project won't be included in the CoC application; Scoring and Ranking Team should have access to all application whether they are scoring them or not. Bridget Claridy, HELP of Southern Nevada, state that with the help of Jocelyn Bluit-Fischer, City of Las Vegas, and Alisha Barrett, Clark County Social Service – Ryan White, feedback was collected from 4 non-applicants representing 1 agency currently providing housing with other funding sources and 3 agencies providing mental health and/or employment services. Their feedback included a desire to be a part of the full CoC, i.e. wanting to be more involved, wanting to impact the community, and wanting to continue networking; and a desire to expand agency and collaborations and reduce the silo effect of service deliver. Ms. Claridy stated that although she knows that federal standards have to be followed, some concerns voiced by the smaller agencies are: the funding source is rigid; there are too

many restrictions on how to spend the funding; regulations appear myopic and goals are tough to reach; competing with big agencies is intimidating (repeat applications seem to get the funding each year); restriction may make it difficult to address the true needs of the population; there is a desire for safe and stable collaborations and a concern with relying on other agencies as fiscal agents. Some of the suggestions from the non-applicants was wanting assistance with building collaborations; and survey organization on additional roadblocks to participating in CoC application process. Ms. Claridy then asked board members to step up to be on the EWG. Ms. Cadell then presented the 2016 timeframes for the process were contingent upon when the HUD Notice of Funding Availability (NOFA) was released. Due to the early HUD release of the NOFA, the monitoring process had to be shortened which resulted in the change from onsite monitoring to a desk audit, which caused additional constraints. The information requested as part of the local application process may or may not be part of the NOFA in order to give the EWG sufficient information to make informed decisions. This may result in additional questions and redundant requests being asked from providers for information that is necessary to complete the consolidated application. The majority of the project questions from the local application are identical to the questions in E-Snaps, which inform the project portion of the consolidated application. New questions may be asked to inform the community's section of the consolidated application. In previous years, application questions were used as a baseline in anticipation of the current application. Email communication regarding the monitoring process was sent to providers detailing the monitoring process, tools that would be used, and explanation as to why modifications to the monitoring process were made. The local application process should occur prior to the release of the NOFA. As a result, unexpected changes may arise due to the applicants' submission and NOFA requirements. The local application questions and scoring and ranking process were reviewed and approved by the EWG. A resource that is available to providers and the public is www.HelpHopeHome.org. All documents that were included in the process were posted on the website. As a result of the ongoing questions submitted by the providers regarding the local application process, a list of frequently updates FAQ's were posted on the Help Hope Home website. Due to having a local application, it causes a less strenuous procedure on the providers. Ms. Cadell also stated that E-Snaps training is available. The Evaluation Working group is establishing the following small groups to focus on and make improvements in the following areas: Communication/Education; Application/Timeline; Training; and Policies and Procedures. The EWG express their anticipation to reporting back to the CoC board on actions outlined from the small groups at a future date. Erin Kinard, Health Care Provider, asked if there is a timeline for the action items to be addressed. Ms. Claridy stated that Christy Shannon, SafeNest, and she will be reviewing policy and procedures to go before the EWG. Ms. Paulsen stated that the EWG will work rapidly to make changes. Mr. Ghafoori asked what was meant by making changes. Ms. Paulsen stated that specific actions would be taken to the working group and then brought before the board. Ms. Huang Hara reminded everyone that written standards need to be posted for review before being brought before the board. Mr. Ghafoori asked how to occur to share with agencies. Ms. Paulsen stated it would be posted on the HHH website, but excluded the idea to provide to the agencies. Michael Pawlak, Clark County Social Service mentioned the EWG meets the 2nd Monday of the month at 9:00 a.m. at Clark County Social Service, 1600 Pinto Lane, in the 3rd Floor Training Room. Shalimar Cabrera, U.S. Vets, stated she is hoping for feedback and knows it has come a long way. She then asked with regards to accelerating the process, how much to change one the NOFA is released. Ms. Cadell stated the Monitoring Working Group is trying to determine how to improve the procedure. Ms. Huang Hara stated comprehensive project monitoring for Continuum of Care and Emergency Solutions Grant projects will be done by a third party once the 2016 funds Planning Grant funds are available. Ms. Paulsen then thanked all the participants of the focus groups.

Agenda Item 10. Presentation and discussion of the 2017 Southern Nevada Homeless Census, for possible action.

Catherine Huang Hara, Clark County Social Service, informed the board that the dates for the 2017 Urban Census Count are January 24-25. She explained the reason for the yearly census is that HUD requires each CoC to provide a "snapshot" of the community by conducting a Point-in-Time (PIT) count of the homeless population during the last 10 days of January. The count will not capture everyone but it must be organized to minimize double counting of shelter/street and movement. To comply with HUD reporting requirement, data is entered into a report for HUD. The Census is used to develop an accurate estimate of people who experience homelessness. This helps to educate the public and give a better understanding of the changing characteristics of homelessness. It also quantifies the gap between supply and demand of services and is used as a measure of progress towards ending homelessness. Presently, the Federal Strategic Plan to End Homelessness for veterans was 2015, for chronically homeless is 2017, and for families is 2020. According to HUD's McKinney-Vento Act, any individual or family who lacks a fixed, regular, and adequate nighttime residence, and has a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, i.e. tents, abandoned buildings, and the streets, meets the definition of being homeless. For the urban street count, volunteers arrive on January 24 at 10:00 p.m., with the actual census occurring January 25. The Tunnel Deployment occurs on January 25 at 5:00 a.m. and is conducted by outreach teams from HELP of Southern Nevada and the VA. The Youth Deployment begins on January 25 at 8:00 a.m. The Shelter count is done for those in a shelter from January 24 through January 25. The Rural Deployment occurs on January 26. From January 26 – February 10, street and shelter surveys will be conducted. The final report will be sent in by mid-spring 2017. The deployment sites, located throughout the valley, include Mountain Crest Community Center (Northwest), Walnut Recreational Center (Northeast), Catholic Charities (Downtown), Rawson-Neal Psychiatric Hospital (West), Cambridge Recreational Center (Central), and Henderson Multigenerational Center. The youth deployment sites are HELP of Southern Nevada Shannon West Homeless Youth Center, 1417 Las Vegas Blvd. North; Nevada Partnership for Homeless Youth, 4981 Shirley St; Southern Nevada Child First, 3755 W. Lake Mead Blvd.; and Clark County Social Service Step-Up, 501 S. Rancho Dr. Volunteers for the urban and youth count can register on www.helphopehome.org/volunteer. Trainings for volunteers will occur on January 20 at the Clark County Government Building in the Commission Chambers. These will occur at 8:00 a.m., 12:00 p.m., and 5:45 p.m. Volunteers are also needed for surveying from January 26 – February 10. Information about volunteering can also be found on social media at <https://www.facebook.com/helphopehome/> or #EveryoneCounts2017. Ms.

Huang Hara thanked everyone for their support and for volunteering. Arash Ghafoori, Nevada Partnership for Homeless Youth, asked how many volunteers had registered to date, to which Ms. Huang Hara stated the number was running at less than 100. Mr. Ghafoori asked about the number of volunteers who participated last year. Ms. Huang Hara stated that last year there were approximately 200 volunteers, but UNLV is just going back to school, so there will be recruitment done through their programs. Mr. Ghafoori asked if the Volunteer Media through United Way was being used, to which Ms. Huang Hara stated that a different approach is presently being used, but will possibly check into United Way in the future.

Agenda Item 11. Discussion of topics of homeless outreach and the Community Engagement Working Group homeless informational toolkit, for possible action.

Kathi Thomas-Gibson, City of Las Vegas, referred to the November meeting regarding the list of outreach and coming up with a working document. Questionnaires were sent out, but only 3 agencies responded. Maximum resources to connect the homeless population with resources; have conversation about utilizing resources available. Since then there is not much to report but this is about not only having services but knowing how to get that information to the community. At the December meeting, agencies agreed to link the Public Service Announcements (PSA) on their websites. However, most agencies did not. Arash Ghafoori, Nevada Partnership for Homeless Youth, referred back to the questionnaires and asked how the agencies were contacted, to which Ms. Thomas-Gibson stated the contact was through email. Steve Harsin, City of Las Vegas, asked how agencies could post the PSAs to their websites. Ms. Thomas-Gibson stated that interested agencies could contact the City of Las Vegas. Emily Paulsen, Nevada Homeless Alliance, mentioned that the PSAs are also available on the Nevada Homeless Alliance website, www.nevadahomelessalliance.org. It was asked if the request could be done by anyone or if it had to be an established agency. Ms. Thomas-Gibson stated it could be by anyone. Ms. Paulsen mentioned that they can only see the number of hits on the website, but not other ways. Ms. Thomas-Gibson stated the board could start taking credit as a result if the Nevada Homeless Alliance starts receiving more contact regarding giving to the agencies listed on the PSAs. Ms. Paulsen then reported that the Community Engagement Toolkit is a set of resources to raise awareness and educate the public about homelessness in Southern Nevada. The goals are to share relevant data from multiple sources; put a “face” on homelessness by combatting negative stereotypes and humanize the homeless; prompt community involvement; and prompt engagement in system and policy changes. When complete the Community Engagement (CE) Toolkit will contain: Fact Sheets, both general and population specific, about general homelessness, youth, families with children, chronic homelessness, and veterans; short film of video interviews with people experiencing and recovering from homelessness; and PowerPoint presentations on general and population-specific facts, the costs of homelessness, an overview of the CoC, PSA’s on responsible giving and donating, as well as ways to get involved. The Toolkit will be available for public download and use on the HelpHopeHome and Nevada Homeless Alliance websites. A Speaker’s Bureau is being incorporated and will be a body of CoC members, including people who have experienced homelessness, who serve as public education ambassadors on behalf of the CoC. Members will be scheduled to speak formally and present the Community Engagement Toolkit Presentation at corporate meetings, schools, university classes, civic & faith organizations, jurisdictional meetings, etc. to raise awareness about homelessness in Southern Nevada. Institutions and organizations will learn about the opportunity to schedule a speaker through the promotion of the Speaker’s Bureau on the HelpHopeHome (CoC) and the Nevada Homeless Alliance websites. Institutions and organizations may view the biographies of Speaker’s Bureau members and will be given the option to request a preference for specific speakers. Speaking engagements will be scheduled and coordinated with assistance from the Nevada Homeless Alliance. Ms. Paulsen then gave the following timelines for the Toolkit Material and the Speaker’s Bureau: Publication of the fact sheets is January 23; final review for the PowerPoint Presentation by the CE Committee is in progress with February 13 as the target date for publication; for the short film, which is the video interviews, February 13 is the target date to identify clients, March is the target date to start production, and May is the target date for publication. The CE Committee is partnering with agencies to get feedback. For the Speaker’s Bureau, the February 13 CE meeting is the target date to develop recruitment and application form for CoC members to participate. Potential speakers are to submit a 1-2 paragraph biography by April, with the CE Committee reviewing and approving the speaker’s by April 10. Promotional web content is targeted to be developed and posted by April. Current Social Media Campaigns include HelpHopeHome on Facebook and Twitter, as well as #EveryonCounts2017 for Homeless Census Volunteer Call to Action, and #giveSMART for responsible giving and feeding contributions. Ms. Paulsen then provided the links for the PSAs on Responsible Giving and Responsible Feeding. She then stated the Community Engagement Working Group monthly meetings which occur every 2nd Monday of the month from 1:30 p.m. – 2:30 p.m. at Clark County Social Services, 1600 Pinto Lane, Third Floor Training Room. Ms. Paulsen mentioned to the CoC board and members that the fact sheets are included in the packet. Mr. Ghafoori asked if the CE Committee would bring the speakers list to the board for approval, and asked about updates. Ms. Paulsen stated the speakers plan has already been approved by the board. The speaking points have contact Champions of the working groups. Mr. Ghafoori asked about the content of the speaker’s guide; if the Speaker’s Bureau will have guidelines as to how to respond, i.e. general vs. specific; and what will happen when calls are received regarding agencies. Ms. Paulsen agreed that the general information should be used with referrals to agencies. Mr. Harsin commended the job done by the Community Engagement Working Group. He then asked if the information would be available on HelpHopeHome once it is published, if the information would be available for printing from a computer, and where any additional ideas could be sent. Ms. Paulsen stated that the information will be available on the HelpHopeHome website and would be available for printing from a computer. She also stated that additional ideas are welcomed and can be given to the working group at the monthly meeting. Mr. Ghafoori asked if someone could call in to the meeting, but Ms. Paulsen stated that it’s been more productive with a face-to-face meeting. Ms. Shebeck suggested including a revision date at the bottom of the Fact Sheets. Mr. Ghafoori suggested citing source material used in the Fact Sheet. Michael Pawlak, Clark County Social Service, suggested referring to the HelpHopeHome website, rather than including all the source material on the Fact Sheet. Ms.

Paulsen mentioned that in the compilation of the information, the CE Committee had reached out to the community partners and thanked them for their assistance.

Agenda Item 12. Questions and answers regarding reports from the Board working groups (Community Engagement, Evaluation, HMIS, Planning, Monitoring). Michael Pawlak, Clark County Social Service, stated that at the last meeting of the Evaluation Working Group, it was determined what would be brought forward on the agenda. Barbara Geach, City of Henderson, stated the HMIS Working Group meeting is now held on the 3rd Wednesday of the month at HELP of Southern Nevada from 1:30 p.m. – 3:30 p.m. The January meeting will be held on January 18. Steve Harsin, City of Las Vegas, mentioned to the new board members that they need to become involved with a working group/activity. He then deferred to Kathi Thomas-Gibson, City of Las Vegas, for an update of the Planning Working Group. Ms. Thomas-Gibson stated the December meeting consisted of 2 parts – Part I – HomeBase feedback on the gaps analysis and requesting clarity on the methodology. Part II involved the scoring meeting for the evaluation of the requested plan gaps analysis on community diversion services, and forwarding the collaboration application for review. It will then be back to the board. Arash Ghafoori, Nevada Partnership for Homeless Youth, stated the Youth Planning Group discussed a community wide Youth Advocacy Board and concerns on issues. The next meeting of the Youth Working Group will be held on February 27 at City Hall at 9:00 a.m. The Youth Working Group, which meets weekly, is working on the Coordinated Entry subcommittee and is discussing what is needed. Those weekly meetings rotate between Clark County Social Service and City of Las Vegas.

Agenda Item 13. Receive an update from each board member regarding relevant activities within their respective organization relating to homelessness. David Slattery, Las Vegas Fire and Rescue, announced that passage of SB-459 will dramatically expand the ability of individuals to access naloxone, administer the drug for the overdose of opiates, and encourage people to call 911 in the event of a drug overdose. Las Vegas Fire and Rescue has been holding community training for the administration of naloxone, education in the calling of 911, and CPR. It also allows individuals to go to the pharmacy to get naloxone without a prescription. The law protects those giving naloxone under the Good Samaritan law. Shalimar Cabrera, U.S. Vets, announced that March 15 is the date for the Stand Down for Veterans. The first planning meeting will be January 18 at the dining hall at U.S. Vets at 1:30 p.m. She invited the community to check the website for more information about the stand down and mentioned that MGM Resorts International is the first sponsor of the event. Emily Paulsen, Nevada Homeless Alliance, stated the next NHA meeting will be January 18 at The Salvation Army Community Room from 8:30 a.m. – 9:30 a.m. She also announced the date for Family Connect is May 6 at Valley High School from 10:00 a.m. – 4:00 p.m.

Agenda Item 14. Public Comment. Phillip Hollon, The Salvation Army, began by thanking the 2016 CoC Co-Chairs, Arash Ghafoori, Nevada Partnership for Homeless Youth, and Michael Pawlak, Clark County Social Service, for their leadership and passion for making a difference in the community. He then introduced Majors Cheryl and Randy Kinnamon, the Clark County Coordinators/ Executive Directors for The Salvation Army and invited everyone to take time at the end of the meeting to introduce themselves to the Kinnamons. On December 16 and 17 at Cashman Center, The Salvation Army provided toys to approximately 1,000 families, representing about 3,000 children. In addition to toys received by the children, \$20 gift cards to Smiths for the purchase of holiday food items were presented to each household. On December 18, Little Caesar's Love Kitchen served 522 clients with slices of pizza at the Owens Campus. That same day, a couple celebrating birthdays came to the campus to serve cake they had purchased from Costco in order to celebrate with the homeless. On December 20, Zappos partnered with The Salvation Army for the 3rd Annual Holiday Toy Shop. In attendance were 1,122 children ages 8 and under, along with their parents and family, representing more than 3,000 people. They were provided with an evening of holiday arts and crafts, a petting zoo, pony rides, carnival games and prizes, holiday treats, family photos and a snow hill built for the kids to sled down. Santa and Mrs. Claus were also there to greet the kids, have photos taken, and share a toy from Santa's Toy Shop. On December 22, approximately 50 employees, family and friends from United Airlines provided a Christmas Community Meal to 919 men, women, and children in the community. As guests were leaving, they also received a First Class amenity kit, a pair of socks and Christmas treats. On December 23, Jalisco Cantina owner, Natasha Williams, and her family, friends and co-workers came to the Salvation Army for their 15th annual Jalisco Bean and Cheese Burrito community meal. Since Christmas Day is Natasha's birthday, she celebrates it by serving bean and cheese burritos to those in need in the community. This year, 347 clients were the recipients of her generosity. The Safari Club International Foundation, Sportsmen Against Hunger Committee, will be providing a wild game community meal on January 31, the day before the 2017 Safari Club International convention. Mr. Hollon then thanked the community, local business, and all the volunteers that provide financial contributions and time during the holiday season.

The meeting adjourned at 4:13 p.m.