

**SOUTHERN NEVADA HOMELESSNESS CONTINUUM OF CARE BOARD  
MEETING MINUTES  
May 9, 2019**

**In attendance:** Emily Paulsen, Co-Chair, Advocate, Nevada Homeless Alliance  
Kathi Thomas-Gibson, Co-Chair, Government, City of Las Vegas  
Arash Ghafoori, Co-Vice Chair, Social Service Provider, Nevada Partnership for Homeless Youth  
Alletha Muzorewa, Workforce Investment, Workforce Connections  
Amie Duford, Healthcare Provider, Touro University Nevada  
Annie Wilson, Law Enforcement, Las Vegas Metro Police Department  
Carlton Craig, University, UNLV  
Jon Stevenson, Alternate, Emergency Medical Services, Las Vegas Fire and Rescue  
Julie Calloway, Government, City of Boulder City  
Kena Adams, Advocate, Indian Voices  
Lora Picini, Business, Las Vegas Sands  
Meg Pike, School District, Clark County School District  
Michael Pawlak, Government, Clark County Social Service  
Peter McCoy, Veteran Service Provider, Veterans Administration  
Phil Washington, Faith-Based  
Rick Damian, Government, City of North Las Vegas  
Shalimar Cabrera, Veteran Service Provider, U.S. Vets-Las Vegas  
Stacy DiNicola, Government, City of Henderson  
Sylvia Davis, Alternate, Social Service Provider, S.A.F.E. Nest  
Troy Oglesbee, Faith-Based, Save A Life

**Absent:** Chad Williams, Public Housing Authority, Southern Nevada Regional Housing Authority  
Erin Kinard, Health Care Provider  
Hassan Chaudhry, Affordable Housing, Nevada HAND  
Janet Quintero, EFSP Board, United Way of Southern Nevada  
Jennifer Harris, Homeless or Formerly Homeless  
Lavonne Atkins, Mental Health Provider, Southern Nevada Adult Mental Health Services  
Robert Dawson, Social Service Provider, Catholic Charities of Southern Nevada

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

The meeting of the Southern Nevada Homelessness Continuum of Care Board was called to order at 2:08 p.m., on Thursday, May 9, 2019, at United Way of Southern Nevada, 5830 W. Flamingo Road, Las Vegas, Nevada, 89103.

**Agenda Item 2. Public Comment.**

No public comment.

**Agenda Item 3. Approval of the Agenda for May 9, 2019; for possible action.**

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

**Agenda Item 4. Approval of the Minutes from the April 11, 2019 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.**

Emily Paulsen, Nevada Homeless Alliance, provided the update. Steering Committee provided recommendations for Governance: each working group to establish policies and procedures (P&Ps) specific to the groups' functions by October 2019, if not already established. Policies and procedures will not be standardized across groups. Working groups should post the P&Ps for public comment for thirty days on [www.HelpHopeHome.org](http://www.HelpHopeHome.org). Board Members and CoC Members should be notified of the posting and following the 30-day public comment period, the working group should review all feedback and determine if any changes to the P&Ps should be made. The working group chair should present the feedback and revisions to the Board with explanation for why feedback has or has not been incorporated. The Board will vote to approve, revise, or reject the P&Ps. Working Groups should review policies and procedures at least annually, following the aforementioned process for approval. Data and Systems Improvement Working Group has discussed issuing a less cumbersome version of the census report that would consist of infographics accompanied by written narratives for explanation and clarification. Also discussed was a uniform template for board reports, and the group came to a consensus that as long as the information was there, it was not necessary to issue a uniform template.

**Agenda Item 6. Presentation by the Youth Working Group on the status of responding to the FY 2018 Youth Homelessness Demonstration Program (YDHP) Notice of Funding Availability (NOFA) and approval for the collaborative applicant to submit the application; for possible action.**

A video presentation was presented on behalf of the Youth Working Group. There is up to \$75 million available for selected communities to share. Initial awards will be given to 8 rural and 8 non-rural communities. Selected communities will be announced on or before August 15, 2019. YHDP communities will then have 4 months to work with a technical assistance provider to create a coordinated community plan to submit to HUD. Once submitted, HUD will review and provide feedback within thirty days. Once the coordinated community plan is approved, HUD will begin contracting with selected partners and projects. The initial awards will be for a two year period. After this initial award period, all projects will roll-over into the annual local application process to be included in the annual CoC consolidated application. The state and YWG team members reviewed our narratives and feel that we have a strong application. Utilizing the feedback provided on last year's applications and incorporating all of the projects our community had done in the past year to support CoC efforts, we believe that our application demonstrates proficiency and community collaboration and engagement to show HUD that our community is ready to become an YHDP community. If you have any questions about this application, please address them to members of the Youth Working Group.

Catherine Huang Hara, Clark County Social Service, shared the materials for the application and the youth system map will be available at <http://helphopehome.org/yhdp>.

A motion was made for the collaborative applicant to receive approval to submit the Youth Homelessness Demonstration Program application. The motion was approved.

**Agenda Item 7. Presentation by HomeBase on the evaluation of coordinated entry; for possible action.**

George Martin and Matt Olsson, HomeBase, presented an overview of the evaluation. In late 2018, the CoC contracted with HomeBase, a HUD technical assistance provider, to conduct the annual evaluation of the coordinated entry system. HomeBase spent January collecting data, and submitted the final evaluation report to the CoC's Collaborative Applicant. This report looked at data from October 2017 – September 2018. The final report contained analysis and recommendations related to three overarching focus areas: (1) Access; (2) Assessment and Prioritization; and (3) Referral and Placement. To review the evaluation summary report, visit the website at <http://helphopehome.org>.

A motion was made to direct the coordinated entry working group to review the report and its recommendations and report back to this board. The motion was approved.

**Agenda Item 8. Presentation by Clark County Social Service on their strategic response to support Southern Nevada's Plan to End Homelessness; for possible action.**

Michael Pawlak, Clark County Social Service, presented. Earlier this year, the Board of County Commissioners authorized setting aside money from the marijuana licensing fees to address the issue of ending homelessness. Twelve million dollars will be allotted for planning purposes and it is assumed a stabilized income stream of about ten million dollars. The focus will be on diversion program, which is a strategy that prevents homelessness for people seeking shelter by helping them identify immediate alternate housing arrangements while connecting them with services and financial assistance to help them return to permanent housing. Also, there will be work with shelters to improve procedures on exits to housing to build on the existing work that is already in the community. The County spends about thirteen million dollars annually out of general funds to support homelessness and Social Service touches programs at about fifty million dollars a year across the board on homeless based programs. There are around 1,290 emergency shelter beds, 90 bridge housing beds, roughly 1,200 transitional rapid rehousing beds and almost 3,000 permanent supportive housing beds. The short-term goals are to house all the families and youth in the queue, to address some of the County's issues with housing system involved families and juvenile justice impacted youth, expand shelter options for people experiencing unsheltered homelessness and to fill those gaps in the programs and create some unique and innovative solutions.

There are some specific requests from some of the commissioners to send teams to go on-site to places around the community where the homeless are being fed and meet with both the providers that is doing that work and to engage some of the homeless who are showing up to see if we can enroll them in HMIS or see if they are already in the system.

**Agenda Item 9. Presentation by co-chairs on state legislation related to homelessness and affordable housing with discussion on interim strategies to build education and awareness; for possible action.**

Emily Paulsen, Nevada Homeless Alliance, made a motion to table this item and commit to send a newsletter to all the members of the board with relevant updates on the Nevada Legislature Bills related to Housing and Homelessness and what actions you can take to make sure those bills pass. The motion was approved.

**Agenda Item 10. Discussion on moving to electronic board packets; for possible action.**

Kathi Thomas-Gibson, City of Las Vegas, stated that a survey will be sent out to get a consensus about whether or not the board packets will be helpful in its current format or in an electronic format.

**Agenda Item 11. Update from the collaborative applicant on reassignment of two CoC-funded projects; for possible action.**

Karen Schneider, Clark County Social Service, provided a brief summary on behalf of Michele Fuller-Hallauer. On May 7th, a memo to record/document the timeline of events associated with the transition of CoC projects awarded to Southern Nevada Children First

(SNCF) to St. Jude's Ranch for Children (SJR) was submitted. On March 13th, CCSS received notification from SNCF that HELP of Southern Nevada would be acquiring their agency effective April 1, 2019. The acquisition would NOT include the TH and RRH CoC grants. On March 14th, CCSS met with board co-chairs and vice co-chairs after the CoC Board meeting to inform them of the notification and request permission to protect the funds for the CoC and stabilize the programs for the benefit of the clients during the transition. Approval was given and CCSS was directed to reach out to SJR to gauge interest in assuming the two programs. The HUD CPD Field Office representative initially provided guidance that indicated any agency taking over the two CoC grant programs would be required to assume financial and programmatic liability for any activity prior to the acquisition. This guidance was conveyed to HELP and after guidance from their legal team, they declined the opportunity to assume the grants. On March 28th it was shared with SJR that a new agency would not be liable for mistakes made by a previous agency. Throughout this process, Michele Fuller-Hallauer, SNH CoC Coordinator and Collaborative applicant worked with HUD Regional Field Office, HUD Headquarters and HUD's Regional Technical Assistance agency, HomeBase, to clarify the programmatic and fiscal responsibilities of the agency receiving the transferred CoC grants. Additionally, potentially due to multiple changes in leadership for SNCF, there was a gap in understanding HUD regulations, guidance and requirements leading to the lack of critical documentation and unclear expenditures. It is the recommendation from CCSS, the Collaborative Applicant, that the Monitoring Working Group develop a process for quarterly monitoring in addition to the yearly monitoring to determine the health of the CoC programs and provide or recommend technical assistance where appropriate. Between March 18th and April 1st, the Collaborative Applicant worked closely with SNCF and SJR to coordinate the sharing and eventual transfer of agency records, program reports, and client files. On April 26th the transfer documents were signed by both parties and submitted electronically to HUD.

**Agenda Item 12. Update from the collaborative applicant on relevant business for consideration by the Board; for possible action.**

Kathi Thomas-Gibson, City of Las Vegas, took the opportunity to remember Nevada State Assemblyman Tyrone Thompson, who passed away on May 4<sup>th</sup>. A slideshow of photos was provided, and other board members provided their memories of the Assemblyman.

**Agenda Item 13. Questions and answers regarding reports from the Board working groups (Community Engagement, Coordinated Entry, Data & Systems Improvement, Evaluation, Monitoring, Planning, Youth)**

No questions were asked.

**Agenda Item 14. Receive an update from each board member regarding relevant activities within their respective organizations relating to homelessness**

No updates were given.

**Agenda Item 15. Public Comment**

Arlene Alvarez, U.S. Census Bureau, asked if anyone would be interested in being a Census Taker. Application is available online at [www.2020census.gov/jobs](http://www.2020census.gov/jobs). For more information or help applying, please call 1-855-562-2020.

Joe Micheels, IMI Precision Engineering, is currently seeking people that are interested in volunteering for three hours in the morning and three hours in the afternoon starting June 14<sup>th</sup> 2019. If anyone else is interested in volunteering, contact Joe Micheels at 631-383-8109 or email [Joe.Micheels@imi-precision.com](mailto:Joe.Micheels@imi-precision.com).

**The meeting adjourned at 4:25 p.m.**