



Interagency Council on Homelessness (ICH) ❖ Strategic Plan Implementation Housing, Homelessness Prevention and Intervention

WORKGROUP #1 MINUTES December 02, 2015

Via Teleconference with Public Access Located At:
4126 Technology Way,
Second Floor Conference Room
Carson City, NV 89706

1. **Introductions, Roll Call, and Announcements**

CJ Manthe called the meeting to order at 9:05 a.m. A quorum was determined by roll call.

Members Present

CJ Manthe
Kelly Robson
Michael McMahon
Stephen Shipman
Wendy Simons

Others Present

Kelly Marschall
Sarah Yeats Patrick

Members Absent

Michele Fuller-Hallauer
Tony Ramirez

Staff Present

Meg Matta

There were no announcements.

2. **Public Comment**

There was no public comment.

3. **Review and Approval of 10/14/15 Minutes**

Ms. Robson moved to approve the minutes. Ms. Simons seconded, and the motion carried.

4. **Discussion and Development of Strategic Issues, Goals and Deliverables**

Two strategic goals with the most immediate timeframe for deliverables were listed on the agenda as items number five and number six: evaluation of the System Wide Analytic & Projection Tool (SWAP Tool) for statewide use and development of a list of housing types available statewide. Ms. Marschall commented that all three Continuums of Care (CoC) in Nevada applied for a bonus offered by Housing and Urban Development (HUD) for rapid rehousing. They will probably receive notification if the bonus is approved sometime between Christmas and the end of March 2016. The possible bonus for the northern Nevada CoC is an additional \$239,000; a significantly larger amount for southern Nevada, and for rural Nevada, \$96,000. This would represent a substantial increase in funding and will impact strategic goal 2.3.2 – to standardize a prioritization and referral process for

rapid rehousing by 2017. Ms. Marschall believes that the timing for the referral process of July 1, 2015, to June 30, 2017, could be accelerated.

No other suggestions were made with regard to reprioritizing the goals. Ms. Manthe asked if the members were in agreement to make the following goals a priority:

- Evaluation of the SWAP Tool for statewide use
- Development of a list of housing types available statewide
- Accelerate discussion of prioritization and referral process for rapid rehousing if the bonuses are approved

5. Discussion and Evaluation of SWAP Tool for Statewide Use

Mr. McMahon asked about the difference between the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) and the System Wide Analytic & Projection Tool (SWAP Tool). Ms. Robson replied that the VI-SPDAT is an individual assessment tool to determine placement and coordinated entry, while the SWAP Tool is more of a macro tool developed to analyze housing stock. The SWAP Tool is a robust tool developed at the national level. Ms. Robson offered to ask Ms. Fuller-Hallauer to provide information on the status of implementation at the next meeting. She also located the tool on the Internet and made it available to the members. Ms. Marschall pointed out that the tool serves to reinforce the strategic direction taken by HUD during the aforementioned CoC competition for bonuses. HUD pushed for CoCs to reallocate from lower performing types of projects to the higher performing projects like rapid rehousing and permanent supportive housing. Ms. Robson added that on the SWAP website, there is mention of SWAP webinars to be offered in the future, as well as a link to frequently asked questions. Ms. Manthe requested the members to review the materials prior to the next meeting.

6. Discussion and Development of a List of Housing Types Available Statewide

Ms. Manthe shared that the Housing Division may have informative materials to share with the group that will help assess where the workgroup stands regarding the goals and measures progress. State statute mandates that the Housing Division provide an annual progress report to the Legislature. The Housing Division works closely with Clark County and Washoe County to obtain information on housing plans and more specifically, housing units by types. This information may be expanded to provide details important to this group such as transitional housing units. Ms. Manthe will send the 2015 report to the members to provide a sense of inventory and gaps as compared to needs. Ms. Marschall commented that it was a remarkable report and provided valuable information to use as a baseline. She suggested that for the next meeting the members review the 2015 Annual Progress Report that Ms. Manthe will provide, as well as the most current housing inventory charts of the three CoCs to gain a complete picture of available housing in Nevada to use as a baseline. Ms. Manthe mentioned there is an affordable housing database in the form of a free, online tool available to the landlords and the public. There are currently over 36,000 units on the database, which may provide data and trend analysis. They have an economist on staff, Betsy Fadali, who assists with the data mining and maintenance of the list, and who may be able to provide valuable assistance. It was suggested that Ms. Fadali be invited to the January meeting to provide direction to the members for gathering inventory information.

Ms. Marschall suggested the members also enlist the help of Bitfocus to provide a status on how complete and accurate the statewide housing charts are. Mr. McMahon provided some background information regarding Bitfocus to the members. They are the contractor that has the Homeless Management Information System (HMIS), which is utilized by many of the homeless service providers for case manage. The VI-SPDAT tool contributes to the coordinated entry part of that process. Ms. Marschall said the annual point and time count of the homeless would be taking place the last ten days of January, 2016. All three CoCs participate in that process, which will include an update to the housing inventory chart. Ms. Marschall said it might make sense to focus on Ms. Manthe's report in January to include an update on the SWAP Tool and to look at the updated statewide housing inventory chart in a following meeting, in February or March of 2016. Ms. Manthe asked if within the HMIS database, information could be extracted that tells what type of housing was provided to an individual such as transitional housing, permanent supportive housing, etc. Ms. Robson replied that the specific housing information was in HMIS by program but listed under the type of housing, not the program. Mr. Shipman added that centralized intake performs an assessment of the individuals and then, based on the VI-SPDAT score, a determination is made as to the type of housing is needed. The client is placed according to programs.

Ms. Manthe provided another resource for the members, an annual affordable housing survey called *Taking Stock*. It is even more extensive than the report the Legislature mandates. It provides information such as the rents in the affordable housing properties, the age of the properties, the waiting lists, etc. There is a great need for affordable housing for seniors in Washoe County. The vacancy rate is zero, which is alarming. There are also slim vacancy margins for vacancies for family units in Washoe county. Vacancy rates are not quite as great in the Las Vegas area, but will continue to be monitored to help shape policy and get more units built in the areas with the most urgent need. The new report may be available for the January meeting.

7. Assign Additional Participants and Strategic Timeframes

It was decided the following members would be responsible to invite the possible participants whose names were proposed at the October meeting to the workgroup:

- Ms. Marschall will invite Ms. Amy Jones of Reno Housing Authority to the January meeting
- Ms. Manthe will invite a representative from the Rural Housing Authority to the January meeting
- Ms. Robson will invite a representative from the Southern Nevada Regional Housing Authority to the January meeting
- Ms. Marschall will invite Ms. Nancy Brown, a private mortgage lender, to provide additional data at the appropriate time.
- Ms. Robson will invite Mr. Mike Mullin, of Nevada Hands/ Boulder Pines, to be involved as an affordable housing developer at the appropriate time
- Ms. Robson will invite Ms. Kathy Thomas Gibson from City of Las Vegas to the January meeting
- Ms. Robson will follow up with Elaine Houseman regarding rapid rehousing

- Ms. Simons will contact Phyllis Cobb, who took over for Dr. Cynthia Dodge the Veterans Administration and Ms. Sheila Jackson, Director of the EBA Office. She will also contact Shalimar Cabrera of USVets.
- Mr. McMahon will reach out to HMIS representatives, Tauri Royce and/or Rob Herdzik
- Ms. Manthe will enlist Ms. Fadali for connection to the Nvhousingsearch.org website

Members who will be reaching out to content experts will forward contact information to Ms. Matta to include on the distribution list for Workgroup #1. Members will provide the invitees with the goals and strategy plan for the entire Council as well as the specific focus for Workgroup #1. Ms. Yeats Patrick will provide a written focus to forward to contacts.

8. Discuss Date of Next Meeting and Propose Agenda Items

Next meeting will be Wednesday, January 6, 2016, at 9:00 a.m. Agenda items will include:

- Housing Reports
- Betsy Fadali for additional commentary
- Bitfocus update at the February meeting

If members want to add anything further to the agenda, they were asked to email Ms. Manthe.

9. Public Comment

Ms. Robson confirmed that she had emailed the SWAP Tool packet to Ms. Matta for distribution. Ms. Marschall will forward the VI-SPDAT to Meg for distribution.

10. Adjournment

There being no further discussion or comment, Ms. Simons moved to adjourn the meeting and Ms. Robson seconded the motion. The meeting was adjourned at 10:02 a.m.