



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

WORKGROUP #1 MINUTES February 03, 2016

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 9:02 a.m. A quorum was determined by roll call.

Members Present

CJ Manthe
Kelly Robson
Michael McMahon
Michele Fuller-Hallauer
Tony Ramirez

Members Absent

Stephen Shipman
Wendy Simons

Staff Present

Meg Matta

Others Present

Betsy Fadali
Connie Johnson
Kelly Marschall
Sara Yeats Patrick
Soni Bigler
Tauri Royce

There were no announcements.

2. **Public Comment**

There were no public comments.

3. **Review and Approval of January 6, 2016 Minutes.**

Ms. Fuller-Hallauer moved to approve the minutes with one correction. Ms. Robson seconded and the motion carried.

4. **Presentation On Status of Statewide HMIS by Bitfocus Project Manager, Tauri Royce**

Ms. Royce provided an overview of the Homeless Management Information System (HMIS) for the state of Nevada, and the types of data that are being captured. One of the most visible ways housing data gets pulled from the HMIS and presented on a nationwide level is in the Annual Homeless Assessment Report (AHAR) summary for each of the continuums. This data is submitted to Housing and Urban Development (HUD), which is compiled into a report to the U.S. Congress that provides nationwide estimates of homelessness, including information about the demographic characteristics of homeless persons, service use patterns, and the capacity to house homeless persons during a 12 month period.

HUD selects only the highest quality data to be included in their report, and not every community has good enough data to supply. Nevada submissions underwent very close scrutiny, and in the end, 44 of 48 categories submitted were accepted by HUD, which is exceptional.

The 12 month data collection period is from October to September, and Ms. Royce begins reaching out to the providers in July to make sure the data is up to standards. Data submission to HUD begins October 1, and it is important to have real-time data from the communities. If there is not enough participation by the communities, the data will be rejected. If utilization thresholds for bed coverage is not met, the data is rejected. Once those two thresholds are met, HUD combs through the data for quality. Ms. Royce has the opportunity to meet with other states who are surprised at our high acceptance rates by HUD. She expressed pride in Nevada and our communities.

Bitfocus, as the HMIS administrators, are sending out weekly housing reports, monthly housing reports and Continuum of Care (CoC) housing reports going out to the providers. Everyone who receives these utilization reports is encouraged to review them on a regular basis so there will be no surprises at the end of the year when data is pulled.

Southern Nevada is participating in the 25 Cities/Zero 2016 Initiative, which focuses on all aspects of coordination necessary to reach and sustain an end to Veteran and chronic homelessness by the end of 2016. This entails submission of data on a monthly basis to include all entries into permanent housing, and breaking it down into how many of those persons are veterans, and how many were chronically homeless.

One of the biggest and most talked-about HMIS strides forward in the last year is with coordinated entry, a process of finding housing for those who are chronically homeless with the goal of housing the most vulnerable people first. All three of the Nevada continuums are using HMIS to capture information: housing assessments and client referral when housing is available is being done through HMIS. When housing is not available, clients are being referred to a Community Queue or waitlist where they are prioritized based on their assessments. It is a huge undertaking that began about two years ago, and represents a systemic change on how we work together as a community.

Ms. Bigler asked if the waitlist report could be useful to this Workgroup with regard to determining needs. Ms. Royce said in southern Nevada they brought a small group together to analyze the needs of the community, and one of the things they reviewed was the Community Queue because it helped them identify local persons who are homeless, most vulnerable, and waiting for available housing. She suggested combining the Community Queue with the unsheltered counts for the Point in Time (PIT), will provide a good picture.

5. Discuss and Develop An Additional Goal for the Strategic Plan Regarding the Development of Respite Housing

Ms. Fuller-Hallauer explained Clark County Social Services has federal technical assistance through Home Base for the H2 Initiative which has produced an action plan for the initiative. They do not want to duplicate work that may be happening at the broader state level. If policy and funding or legislation needs to be addressed, it needs to take place at the Interagency Council on Homelessness (ICH). She described the five goals that were developed in December of 2014 for the H2 Action Plan. There is work underway specific to the Action Plan, and Ms. Fuller-Hallauer

suggested the Workgroup may be beneficial to incorporate the goals into the Workgroup #1 Strategic plan. The five goals are:

- Identify the priority target group of homeless persons and unstably housed people living with HIV/AIDS where a significant gap in housing and treatment exists.
- Identify the appropriate Medicaid payment mechanism linked to the care, treatment and housing proposed for the prioritized target sub-population.
- Build strong local relationships between MCOs, homeless housing providers and HIV/AIDS housing providers for a seamless service delivery system; integrated housing and treatment.
- Meet the existing gap in housing, discharge planning and recuperative placement.
- Meet the resource gap to support innovative treatment and housing partnerships.

Subgroups are working toward putting the language together to move forward in the next legislative session for the Medicaid waiver necessary to provide the case management necessary to sustain placement.

Ms. Manthe commented that the goals may overlap other workgroups, such as wraparound services, and they may need to be broken down into separate goals and objectives that would fit into the various strategic areas, and then recommend it to the ICH.

Ms. Marschall agreed that they seemed to fall into individual workgroups and said Social Entrepreneurs, Inc. (SEI) would be happy to create a cross-walk between the Nevada H2 Action Plan and the ICH Strategic Plan. She suggested it go on the agenda for approval at each of the Workgroups prior to taking it to the ICH for final approval. Mr. Ramirez asked if the best use of time might be for H2 to continue their work and report back to the ICH; but Ms. Marschall commented that one of the five workgroup's strategies mentioned the H2. The group may not be a subset but is definitely complementary.

Ms. Fuller-Hallauer moved to direct SEI to communicate with the other workgroups and provide a crosswalk between Nevada H2 Initiative goals and ICH Strategic Goals and Strategies. Mr. Ramirez seconded, and the motion carried.

6. Discuss, Revise and Approve Recommendation to the Interagency Council on Homelessness to Implement System Wide Analytic & Projection Tool (SWAP Tool) for Statewide Use

Ms. Fuller-Hallauer presented an overview of the System Wide Analytic and Projection Tool at the January 6, 2016 meeting, where it was agreed a recommendation should be made to the ICH to implement the SWAP tool for statewide use. In preparation for that, Ms. Fuller-Hallauer has a management analyst working on a budget template to ensure consistency of data collection across providers, regardless of budget, and will gather information on the full budget necessary for them to run their programs. Kathi Thomas-Gibson of the City of Las Vegas has identified an AmeriCorps Vista worker who will assist with collecting the data, work with Bitfocus to populate the data out of HMIS, and work with each provider to identify their full budget and populate the tool.

Ms. Manthe asked if there needs to be more progress in use of the SWAP tool from the southern Nevada CoC before making a presentation and recommendation to the ICH. Mr. Ramirez said there are survey and evaluation tools that can be found on <https://www.usich.gov> to aid in collection of overall budget information, and offered to share it with Ms. Fuller-Hallauer. Ms. Marschall said she

would also be happy to share the tool provided by Peter Marschall. It was difficult to get full budget information from non-CoC-funded programs, and even from some of the funded programs, as there was a reluctance to disclose private sources of funding which may be derived from foundations or other grants. The reluctance sprung from trust and concerns about competition. Ms. Marschall suggested incorporating information from the most recent CoC application.

Mr. Ramirez moved to request for Ms. Fuller-Hallauer to be placed on the agenda for the ICH February 25th meeting to do a presentation on the SWAP Tool. Ms. Robards seconded, and the motion carried.

7. Discuss Inclusion of Programs Beyond Continuum of Care-Funded Programs in Housing Inventory Charts (HIC)

Ms. Marschall explained the programs that meet the definition for being part of the report are emergency shelter, transitional housing, rapid rehousing, safe havens and permanent supportive housing that are specifically dedicated to serve homeless people. There are some providers that serve homeless individuals or families, but the beds are not specifically dedicated to homelessness, so they cannot be included on the inventory charts. In order for the tools to be effective, and to collect accurate data in HMIS, the non-funded programs must be included.

Ms. Bigler said that while the information may be included in the HIC, keeping it updated can be a challenge. It is possible to coordinate with the Veterans Administration (VA) to include their statewide data as well; which would include a Memorandum of Understanding and fully trained VA staff to enter data into HMIS.

8. Discuss and Review Sending Continuums of Care 2015 Housing Inventory Charts to Division of Housing for Inclusion in their Data.

Ms. Manthe provided background that Workgroup #1 asked for Division of Housing data to provide a good baseline to measure progress. The goal was to get a good sense of the inventory of housing of all different types. Ms. Fadali, an economist with the Division of Housing, has built a list of all subsidized housing in Nevada which she has named the Mothership and presented to the Workgroup last month. As a follow-up to last month's presentation, the Workgroup was asked whether the CoCs 2015 HIC data should be shared with the Division of Housing to produce information particular and beneficial to work in the ICH. Ms. Fadali commented that the data in the HICs were different from what she was working with; in order to incorporate the information into her dataset, she would need more physical information, such as addresses. She will contact the three CoCs to ask for specific information. Ms. Robson commented that as long as the information was being compiled, perhaps a link could also be established with Nevada 211 so they have the information as well. There was discussion on whether permanent supportive housing information should be included in nvhousingsearch.org. Ms. Fuller-Hallauer commented that providers of permanent supportive housing should not be in the website, but may find the website useful to help connect with landlords.

Ms. Manthe wrapped up the discussion by recapping: the CoC 2015 HIC will be shared with the Housing Division, and Ms. Fadali will reach out to each of the CoCs to identify which additional fields she will need.

9. Discuss and Define Additional Reports to Request from Division of Housing

Ms. Fadali offered to come forward in April or May with some additional prototypes or recommendations of data that might be beneficial to the Workgroup. Ms. Manthe added that the Annual Report to the Legislative Council Bureau should be published soon, closely followed by the Annual Housing Survey, which will provide fresh data to the group.

10. Assign Additional Participants and Strategic Timeframes

Jeni Chavez is now participating in the Workgroup, and Ms. Marschall will invite Amy Jones of the Reno Housing Authority to join.

11. Discuss Date of Next Meeting and Propose Agenda Items

The next meeting will be on March 2nd, 2016. Agenda items will include:

- Nevada Housing Division Annual Report
- SEI update on the H2 cross walk
- VASH coordination in northern Nevada CoCs

12. Public Comment

Ms. Fadali provided initial results of the vacancies from the 2015 data. The vacancy rates are down from the 2014 figure of 5% to the 2015 figure of 4.1% overall vacancy rate. Clark county had the largest decrease. She anticipated a larger decrease in Washoe County senior housing, which was 1.7% vacancy. In Clark County, the senior living vacancy rate has tightened up and is now a little lower than 3%.

Ms. Marschall commented there is a low income affordable housing senior workgroup in northern Nevada. One participant is a deputy with the Sheriff Department, who said he used to get about one request a month for displaced seniors, but is now receiving about three requests a week. Ms. Manthe said the good news is there is a developer who has approached the Housing Division with a proposal of a 197 unit senior apartment community on the south side of Reno. They will move forward with the Multi-family bond program which will take pressure off the competitive 9% tax credit round. It is said to be a great development, close to services, and ideally located.

Mr. Ramirez shared plans for the second Nevada Affordable Housing Forum in Reno on April 7th, 2016. They will be presenting an overview of housing from permanent supportive housing through workforce housing. It is a statewide forum: the first was in Las Vegas in October, 2015. They plan to have it twice a year, alternating between northern and southern Nevada. They expect to invite Ms. Fuller-Hallauer to be a speaker. A tour of affordable housing projects will be provided on April 8th. Ms. Matta will send the invitation to Workgroup #1 as soon as it is finalized.

13. Adjournment

There being no further business to come before the Workgroup, Mr. Ramirez moved to adjourn. Ms. Fuller-Hallauer seconded and the meeting was adjourned at 10:40 a.m.