

Chittenden County Homeless Alliance Steering Committee Meeting

Thursday, June 1, 2017

9:00 AM – 11:00 AM

Champlain Housing Trust, 88 King Street, Burlington, VT – 2nd floor conference room

MEETING MINUTES

1. Introductions and Announcements.

CCHA Steering Committee Members in Attendance: Champlain Housing Trust (Margaret Bozik: committee co-chair, and Susan Ainsworth-Daniels), Safe Harbor Health Center, Community Health Centers of Burlington (Erin Ahearn: committee co-chair), Community & Economic Development Office, City of Burlington (Mary Esbjerg: collaborative applicant), Burlington Police Department (Lacey-Ann Smith: committee secretary), ANEW Place (Kevin Pounds), Chittenden Community Action, Champlain Valley Office of Economic Opportunity (Jan Demers, Travis Poulin), Committee on Temporary Shelter (Jonathan Farrell), Homeless Community (Stephen Marshall), Pathways Vermont (Lindsay Casale), U.S. Department of Veterans Affairs (Jason Brill), UVM Medical Center (Maria McClellan and Jason Williams), Vermont Center for Independent Living (Kim Colville), Vermont State Housing Authority (Daniel Blankenship), Burlington Housing Authority (Allyson Laackman and Stephanie Bixby), Spectrum Youth & Family Services (Mark Redmond and Will Towne), Steps to End Domestic Violence (Sharon Rotax), United Way of Northwest Vermont (Diana Carminati), VT Agency of Human Services (Jane Helmstetter). *(CCHA Steering Committee Members Absent: Vermont 211, United Ways of Vermont; Howard Center.)*

Other Attendees: Chittenden County Homeless Alliance (Paddy Shea: meeting note taker), Institute for Community Alliances (Meghan Morrow and Caitlin Ettenborough), VT DCF Economic Services Division (Geoffrey Pippenger and Leslie Stapleton), VT DCF Office of Economic Opportunity (Emily Higgins), VT Department of Mental Health (Brian Smith), Homeless Advocate/Canal Street Veterans Housing (David Przepioski), Here to Help Clinic (Erin Hunt), A-Maize-ing Kettle Korn (Paul Buschner), Seven Days (Katie Jickling).

Announcements:

Marcy Esbjerg (CEDO) – Marcy asks people to ask others to fill out survey: The Assessment to Fair Housing. She will email it to the CCHA google group.

Travis Poulin (CVOEO) – June 26, 2017 will be the first day of Farm to Family distribution.

Stephanie Bixby (BHA) – Two properties did not qualify for RAD (HUD “Rental Assistance Demonstration”) voucher:

- * 20 South Willard, Burlington, VT (permanent supportive housing for people living with mental illness)

- * 141 Maple Street, Burlington, VT (Housing for Homeless Youths)

The idea now being explored is to provide tenant-based vouchers for 20 South Willard, and to ask to reallocate the entire grant to Spectrum for rapid rehousing, or perhaps the new combination rapid rehousing/transitional housing option.

Emily Higgins (VT DCF/OEO) – Staff at VT Office of Economic Opportunity are working as hard as they can to get decisions about HOP grants out next week at the latest.

Margaret Bozik (CHT) – She is adding an agenda item about the potential lack of funding for Safe Haven.

David Przepioski (Homeless Advocate) – Migrant workers are having a march June 17, 2017; he encourages people to attend.

Stephen Marshall (Homeless Community) – Encourages everyone to attend the Quarterly Meeting on Tuesday, June 6, 2017, at the Salvation Army (64 Main Street, Burlington, VT).

Erin Hunt (UVM Larner College of Medicine) – She is running the “Here to Help” clinics – a place to get basic needs met. The first one had about 40 people attend. Sign up for your organization to have a table there (email erin.e.hunt@med.uvm.edu). They can bring flyers to your organization. The next one will be Saturday, June 17, 2017, 11:00 AM – 2:00 PM, at the First United Methodist Church, 12 Buell Street, Burlington, VT.

2. Lockers (Paul Buschner/Marcy Esbjerg, Community & Economic Development Office) (15 min.)
Paul and Marcy will share information on a proposal to provide lockers for those experiencing homelessness.

Marcy Esbjerg – Paul Buschner, the person who sells popcorn from a cart on Church Street, interacts with members of the homeless community, and he had the idea to provide lockers for the homeless community. Many homeless people have all their possessions stolen while they are camping. Paul is working with the airport to retrofit lockers that are coming out of the airport, and they *might* be placed outside at the Salvation Army, with the caveat that people have to check in once a week with a social worker there. At any rate, they want it to be a place downtown. It’s all just in the planning stages. There might be a need for funds.

This next part of the dialogue about lockers happened later in the meeting, but is inserted here to match the agenda outline:

Paul Buschner (A-maize-ing Kettle Korn) – He has helped 3 people get new IDs. Many times he’s called police because people are off their meds, but often that happens because the meds have been stolen, and since many people get a 90-day supply of meds, if they are lost, it could be months before they can get more (since they can’t afford to buy replacements). It would be so handy for people to have a secure place to store their meds, ID, extra clothing, etc. He’s been on the news a couple times about it. He identified surplus lockers at the airport, and a local metal shop that is willing to modify them. The Salvation Army is willing to host them on the property. He found out about Hope Lockers in Salt Lake City, and they built them on a trailer. That way, when we eliminate homelessness, the lockers could be moved to another place where they could use them (e.g. Parks Department), or they could be moved to a new location if the first location wasn’t working, or if needed for maintenance. A fabricator said the trailer would be easy to make. Permitting hasn’t happened yet. He thinks some could be available for day use, and some could be available for a longer length of time (not sure how many weeks/months that would be). Maybe the users would have to check in once a week or month with a social worker, so that they have a point of contact. In Spain, social workers left personalized messages in the lockers (e.g. “your medication refill is waiting for you at the pharmacy”).

Jane Helmstetter (VT AHS) – Have you seen other communities doing this that have good sets of rules we could copy?

Paul Buschner – A lot of places in the U.S. have rules and restrictions that seem to take away people's freedom and dignity. Only the European ones seemed to let people come and go as they please.

Probably should have rules that they couldn't store alcohol or drugs, or any other illegal contraband in the lockers. Probably needs to be a rule that the administrators of the lockers need to be able to open it to check if there was something suspicious. Law enforcement would still need a warrant to access the lockers, but the Salvation Army staff would not, since it's on their property.

The Salvation Army have provided people storage in the past, but it's usually in their building with more strings attached. This would be new.

Stephen Marshall (Homeless Community) – thanks Paul for his concern about the dignity and safety of homeless people in our community.

Paul Buschner – Paul thinks it might be time for doing a crowdfunding fundraiser, such as Indiegogo, where you can set different funding goals, and access the funds when you hit those different plateaus.

Jane Helmstetter (VT AHS) – People who want to help with that, send Marcy Esbjerg an email.

3. Street Outreach Team (Jason Williams, UVM Medical Center)

A group is meeting to talk about the future of the Street Outreach Team. Jason will share information about an upcoming retreat and take suggestions from us to share at that retreat.

Jason Williams (UVM Medical Center) – He says he's here on behalf of Penrose Jackson (UVM Medical Center Director of Community Health Improvement).

Some folks are invited to a facilitated conversation on September 22, 2017 (not open to the public).

UVM Medical Center wants to create a navigator position to help people navigate services, particularly as it relates to street outreach. Jane Helmstetter is giving Penrose recommendations of people with lived experience of homelessness who might be able to help with the planning process.

Jane Helmstetter (VT AHS) – It's a way of reconfiguring the street outreach team to include a potential navigator position.

Margaret Bozik (CHT) – I think the Street Outreach Team often sees not only people who are homeless, but the Street Outreach Team also often interacts frequently with people who are housed but may be experiencing behavioral issues.

Lacey Smith (BPD) – She thinks the Howard Center Street Outreach Team already act as navigators quite a lot, so it's interesting to see that UVM Medical Center is trying to create a separate "navigator" position. It'll be interesting to see how it's fleshed out.

Marcy Esbjerg (CEDO) – Funding is often what comes into play. There is a gap in funding and it will bring together everyone who is involved in the Street Outreach Team, after some period of time where the Street Outreach Team has been on autopilot to some extent. The Street Outreach Team had something like 3,000-4,000 contacts a year that were specifically with people who were homeless, so it is a substantial part of their work. She would like it if there were a way for those people to have their information enter the CCHA system. The Street Outreach Team didn't do that because they were about being more nimble and not having to do a lot of paperwork.

Lacey Smith (BPD) – The Howard Center's Street Outreach Team is very highly respected, and they are so valued by BPD officers; they are considered shining stars, and often help where the mental health system has failed (for those folks, at that time). The police department relies on them heavily and the department would be very worried about what would happen if they lost the Street Outreach Team. Mobile Crisis isn't really mobile, so the Street Outreach Team is so important.

Jason Williams (UVM Medical Center) – They are excited about bringing South Burlington to the table. The South Burlington City Manager and Chief of Police are eager for training to be able to better serve people in South Burlington who are homeless or experiencing behavioral issues.

Jane Helmstetter (VT AHS) – It goes to show there are many people in the community doing good work, and we don't want to lose that; we just want to make more connections.

Diana Carminati (United Way of Northwest Vermont) – There are a few of us at the table who were around when this was all created. Originally, it came about because the city of Burlington made it a priority to have the downtown be welcoming for all. Many partners began funding it. Spectrum at first was trying to help with kids on Church Street who they thought were creating behavioral problems, but then they it was realized that it wasn't really "kids," so it got transferred to the Howard Center.

Stephen Marshall (Homeless Community) – He's curious to know what is the relationship between the two street outreach teams.

Erin Ahearn (Safe Harbor Health Center, Community Health Centers of Burlington) – The CHCB Path Street Outreach Team has been there for over 25 years and is specifically for people who are homeless and experiencing mental health problems.

Brian Smith (VT DMH) – For years at the VT Department of Mental Health, he's been the person who wrote the grants that went towards funding for the team. When the Howard Center Street Outreach Team was asked to share information, they didn't want to. They kept their info. in a spiral notebook, and wouldn't share that info.

4. Committee Reports

a. Strategic Planning (Jane Helmstetter, Agency of Human Services)

Jane Helmstetter – The CCHA Strategic Planning Committee met on May 4, 2017, and have been looking at all of the "mutually reinforcing activities" that would make homelessness "rare and brief."

People are invited to the next CCHA Strategic Planning Committee meeting on Wednesday, June 21, 2017, from 3:00 PM – 4:30 PM, Champlain Housing Trust, 88 King Street, Burlington, VT – 2nd floor conference room.

b. Coordinated Entry (Lindsay Casale, Pathways Vermont)

Lindsay Casale – The CCHA Coordinated Entry Committee made two small updates to the form. One is that the vendor name has changed, and the second is that we changed the header. We are close to being able to send along some language for providers to use in explaining the form to clients. HUD has asked that the requirements be completed by the end of January 2018, so we are planning to have a half-day retreat; she will send around a doodle poll for choosing a date.

The next CCHA Coordinated Entry Committee meeting will be on Wednesday, June 28, 8:30 AM – 10:00 AM, Champlain Housing Trust, 88 King Street, Burlington, VT – 2nd floor conference room.

Chris Brzovic (Champlain Valley Office of Economic Opportunity) will be taking over as the chair of the committee next month.

Darren (not sure of last name) – Have there been concerns about the form by mental health providers?

Lindsay Casale (Pathways Vermont) – They've worked closely with health care providers to make sure the HMIS form is up to privacy standards.

Margaret Bozik (CHT) – There was a lot of time and energy spent by the privacy lawyers at various agencies to make sure it was okay.

Brian Smith (VT DMH) – Medware is an electronic health record.

5. Quarterly Meeting (Stephen Marshall, Homeless Advocate)

Stephen and the other members of the planning committee – Sarah Russell, Diana Carminati, Marcy Esbjerg and Jane Helmstetter - will provide an update on our Quarterly Meeting scheduled for June 6.

Stephen Marshall (Homeless Community) – Passes around the event poster he made for the quarterly meeting.

Jane Helmstetter (VT AHS) – She and Stephen will be co-facilitating the meeting.

Stephen Marshall (Homeless Community) – It's going to be a community dinner with the folks that most people here are employed to provide services to. For people who feel comfortable in that environment, it's a chance to deepen your relationship with people at dinner before the meeting portion starts. There are three questions we will ask people to discuss in small groups.

Jane Helmstetter – We will be using the World Café model, like what the Opioid Alliance used at a recent meeting.

Maria McClellan (UVM Medical Center) – At a previous event, the PIT count press conference, a reporter focused on how there were not any people with lived experience at the event. She wonders if there were any reporter who might be willing to sit in but not write a story on it because of privacy concerns.

Jane Helmstetter (VT AHS) – She doesn't think that's a good idea for this event. Stephen said the reaction when he announced that CCHA would be coming to the dinner was as if we were intruding.

Paddy Shea (CCHA) – I think Stephen clarified that it was more of a "meh" reaction.

Stephen Marshall – The reaction was sort of "meh"/a mixed reaction. But, the Salvation Army dinner is open to everyone. He recommends that only people who feel comfortable sharing dinner attend that portion. Others can just attend the meeting.

Jane Helmstetter (VT AHS) – We're trying this location because we thought it would make it easier for people with lived experience to attend the meeting, since they will be there for the dinner already.

Margaret Bozik (CHT) – It's a great idea, but some voices will probably be missing, for instance, families with young kids, etc.

Diana Carminati (United Way of Northwest Vermont)– Are there other places we could ask for an invitation in order to speak directly with families with young kids, etc.?

David Przepioski (Homeless Advocate) – Maybe we could have another meeting, and also provide childcare.

Margaret Brozik (CHT) – Erin Ahearn just pointed out that we have 23 kids at Harbor Place. Maybe they could do a barbeque there.

Jonathan Farrell (COTS) – We have to make it easy for them to come, while not intruding on their space.

Asking for volunteers to be notetakers/timekeepers at each table at the quarterly meeting. These folks volunteer:

Diana Carminati
Travis Poulin
Erin Ahearn
Margaret Bozik
Marcy Esbjerg
Jane Helmstetter

6. Statewide Point in Time Count (Margaret Bozik, Champlain Housing Trust)

While homelessness went down in Chittenden, Franklin and Orleans counties, it went up in the rest of the state. We'll take a look at the results of the statewide count.

Margaret Bozik (CHT) – it was interesting how PIT count numbers went up in most of the state. Motel use in Lamoille County, where they did *not* have a cold weather exception, went through the roof. There were some new shelters that opened last year, so that many have contributed to the increase. Daniel Blankenship (VSHA) – There was a notice from the national HMIS project that there were a lot of areas where their numbers went up.

Margaret Bozik (CHT) – The point is that while Chittenden County’s numbers went down, the PIT count went up for the rest of the state.

** Paul Buschner arrives to speak about lockers (see notes inserted up above in section # “2”).*

7. Data Import Update (Meghan Morrow, Institute for Community Alliances)

Representatives from the Committee on Temporary Shelter, the Agency of Human Services, the Institute for Community Alliances, the Champlain Valley Office of Economic Opportunity and the Champlain Housing Trust will talk about the most recent update on importing data into our Homeless Management Information System.

Meghan Morrow (ICA) – They had a phone call about the COTS imports. Right now, COTS is looking at doing quarterly imports, and might in the future be able to do monthly imports.

(Not sure who said this) – And hopefully they could eventually do weekly.

Meghan Morrow (ICA) – The data import was successful. They got 3 months’ worth of data from COTS.

Adam Wager from COTS is going to get training about how to do the data entry.

Margaret Bozik (CHT) – When Bowman (now called Mediware) first offered to do the imports for free, they were going to charge more for other things. We did not accept that offer, so the terms we did sign, were that it costs \$10,000/year/organization for unlimited imports, and \$2,500/year/organization for 4 imports.

Meghan Morrow (ICA) – That only covers imports. It costs extra for training, licenses, etc. Right now, how all the agencies have their data, is that only the agencies who enter the data can see it. Once the data sharing agreement is signed, then they can open it up so that agencies can see each other’s client info. (as long as the client has given permission).

Margaret Bozik (CHT) – HUD is giving preference to those who do live data entry.

Meghan Morrow (ICA) – The policy and procedure recommendation is to do data entry within 5 days, so it would be good to aim towards that eventually.

Marcy Esbjerg (CEDO) – What are our next steps?

Margaret Bozik (CHT) – To make sure the imports continue to do well. The next quarterly import won’t happen until after our August meeting (when we were scheduled to re-visit this).

8. Staff Update (Paddy Shea)

Paddy’s been on the job for a couple of weeks now – we’ll hear about how it’s going and what she’s working on.

Paddy Shea (CCHA) – Things have been going well. I’ve been meeting with different members of the Chittenden County Homeless Alliance, attending meetings and taking minutes, helping plan the CCHA Quarterly meeting, buying supplies for a CCHA “event box,” learning acronyms, etc.

Other New Business (inserted here/discussed at this point--though not on the original agenda--to make sure we get to it before the end of the meeting since it is time sensitive):

A. CCHA Members who will represent the CCHA at the VCEH meetings/vote about statewide issues.

Margaret Bozik – the Vermont Coalition to End Homelessness (VCEH) is mainly for the Balance of State Continuum of Care, but for truly statewide issues, we do get a vote. Margaret Bozik and Erin Ahearn have been representing the CCHA at those meetings in Randolph once a month.

Motion: Diana Carminati – **Motions that Margaret Bozik and Erin Ahearn continue to represent CCHA at the VCEH meetings.**

Seconds: Marcy Esbjerg

In favor: 14

Opposed: 0

Abstentions: 3 (Margaret Bozik, Erin Ahearn, Daniel Blankenship)

Motion passes.

B. Safe Haven loss of funding.

Margaret Bozik – Howard Center’s Safe Haven shelter in Burlington, VT, has lost funding. (For more info., see the email that Elaine Soto sent to the CCHA google group.)

Brian Smith (VT DMH) – They were left looking like the bad guys, but what happened is their larger agency has budget challenges, and has pushed those down to the DMH. DMH is still trying to get those funds back for Safe Haven. He encourages the CCHA to lobby people to save the funding.

Margaret Bozik (CHT) – HUD is out of it/this issue at this point. It won’t make a U-Turn and come back. She asks what we as the CCHA thinks we should do, if anything.

Diana Carminati (United Way of Northwest Vermont) – She’s not sure what we should do, but some combination of people should perhaps meet with Howard Center and see what they would find helpful.

Margaret Bozik (CHT) – She thinks June 20th is when the veto session starts and the budget would get more set in stone.

Brian Smith (VT DMH) – There are a lot of parties involved in this conversation. He’s been doing all he could for over 2 years to remind commissioners, etc., of this impending challenge. He thought they’d saved the funding, but it was yanked.

Stephen Marshall (Homeless Community) – He thinks the CCHA should write an open letter to legislators, commissioners, and the governor, asking for the funding to be saved.

Jason Williams (UVM Medical Center)– Are there other similar situations happening in Vermont?

Brian Smith (VT DMH) – One other place was able to get this sort of funding in this area.

Daniel Blankenship (VSHA) – Safe Haven in Randolph, VT, has funding that expires in September 2017, and they are using other funding sources to defray that.

Marcy Esbjerg (CEDO) – We should take this as an opportunity to look at the project and remember that HUD suggests that when we evaluate projects, we not just look at HUD’s part of it, but look at the whole budget and if it’s cost effective. We have the emergency part of keeping people housed, but we should also look at the project and ask if it’s cost effective, operating in the most effective way/the best model, etc., and if not, what is. This is an opportunity to do that re-evaluation, rather than just try to fill in the funding. It has about 6 beds.

Margaret Bozik (CHT) – She agrees, but, as the owner of the property, CHT will have to put it to use another way if Safe Haven can’t use it anymore.

Brian Smith (VT DMH) – Some people have been housed at Safe Haven as a way to discharge them from the hospital (which HUD doesn’t like, but that did not cause them to lose funding).

Margaret Bozik (CHT) – It’s crisis housing. If you turned it into permanent housing, there would be no place for folks in crisis to go, or they would stay in the hospital longer.

Stephanie Bixby (BHA) – Should we, as the CCHA, write the letter of support to the legislators, and at the same time vet other options so that in a year (if we lose the funding) we have another plan?

Brian Smith (VT DMH) – That sounds like a good idea.

Stephen Marshall (Homeless Community) – There's not enough capacity now. There are a lot of people on the streets that need that kind of help and aren't getting it.

Jason Williams (UVM Medical Center) – Can we have a small group work together with Howard Center to send to the Chittenden County legislators, Secretary of Agency of Human Services, and Commissioner of Department of Mental Health, and the Mayor of the City of Burlington. The small group should bring it back to the CCHA group.

People volunteer to be in the small group: Marcy Esbjerg (CEDO), Jason Williams (UVM Medical Center), Margaret Bozik (CHT), Erin Ahearn (SHHC, CHCB), Jonathan Farrell (COTS), and Kim Colville (VCIL).

Motion: Diana Carminati – **Marcy Esbjerg, Jason Williams, Margaret Bozik, Erin Ahearn, Jonathan Farrell, and Kim Colville will write a letter to the Chittenden County legislators, the Secretary of the Vermont Agency of Human Services, the Commissioner of the Vermont Department of Mental Health, and the Mayor of the City of Burlington expressing our concern about losing Safe Haven out of our inventory, and our hope that they will give us a year of gap funding, while we come up with a plan for next year.**

Seconds: Jason Williams

Kim Colville (VCIL) – We always talk about reviewing projects, and we never get to it.

Daniel Blankenship (VSHA) – Points out that it will be more cost effective to save Safe Haven than to keep those people in the hospital all year.

Stephen Marshall (Homeless Community) – Will the letter be public?

Marcy Esbjerg (CEDO) – Any letter that would go to the government is a public document.

In favor: 13

Opposed: 0

Abstained: 3 (Jane Helmstetter, Jonathan Farrell, Margaret Bozik)

Motion passes.

Back to our list of agenda items.

9. Meeting Location / Protocols (Margaret Bozik/Marcy Esbjerg)

We seem to be outgrowing our current meeting space. We'll talk about whether we should look at larger locations. And we'll talk about balancing the voices of steering committee members and other attendees.

This was "punted" to the end so as to make sure to have time for more important things.

Today, we have enough space, but our last two meetings the CCHA Steering Committee was so packed that we had people sitting on the floor.

Jonathan Farrell (COTS) - COTS has conference space that can seat 55 people, and can squeeze in 65 people if needed. COTS would be happy to host when need be, or on an ongoing basis.

Jane Helmstetter (VT AHS) – Let's decide on a month by month basis if we need the bigger COTS space or will use the smaller CHT space.

Marcy Esbjerg (CEDO) – Back in the day, the Steering Committee was going to be a Steering Committee meeting, and the big meetings were going to be the Quarterly Meetings. There are 25 voting members, and sometimes the voting members don't get a seat at the table, and don't get a lot of time to talk because everyone is here. She understands wanting everyone to have a voice, but is there a better way to have that happen? Maybe at the Steering Committee meeting, there could be certain times to ask for public comment?

Jane Helmstetter (VT AHS) – Let's put that on the agenda for next month.

Stephanie Bixby (BHA)– Sometimes important things don't get enough time on the agenda and have to rush through, so we don't get through it all.

Diana Carminati (United Way of Northwest Vermont) – A conversation makes total sense. We've expanded to 2 hours, which is great. How much of that is information sharing and updates, and how much of it could we dedicate to deeper dives? With a space with more room, we could have perhaps breakout groups. How best should we use this 2 hours each month?

Margaret Bozik (CHT) – It's great that the people who can't vote are coming.

Stephen Marshall (Homeless Community) – Says that the steering committee has not heard from him recently for a report from the street, so he wants to do that now.

He reiterates how thankful he is to Paul Buschner for tackling the storage locker project.

Meals on holidays and access to bathrooms are also vital.

Stephen spent close to \$200 of his own money on Monday (Memorial Day) to get a big meal and delivered it to City Hall Park in the evening and fed about 45 people. He's not sure if that's relevant here since CCHA focuses on housing, but he wishes we could encourage the people who provide meals to get together to fill the gaps/make sure that there is a free community meal every day of the year, even on holidays.

Marcy Esbjerg (CEDO) – let me follow up on this

Travis Poulin (Chittenden Community Action *and Chittenden Hunger Council*) – this hasn't been brought up recently. He is listening and will take that to heart.

Stephen Marshall (Homeless Community) – With the addition of showers at COTS, we have adequately met the needs of homeless people.

There are not enough bathrooms though. It's in the self-interest of all the businesses in Burlington to close their bathrooms to non-customers. However, if *all* the businesses agreed to keep their bathrooms open, then it would spread the use and responsibilities out. He would like the CCHA to ask the Burlington City Council to pass an ordinance that all businesses that are open to the public have publicly accessible bathrooms (including for non-customers). He asks us to put it on the agenda for next time.

Marcy Esbjerg (CEDO) – Please remind me about updating the flyer that lists shower locations, etc.

Erin Ahearn (SHHC/CHCB)– Safe Harbor Health Center also just opened up a shower last week.

10. Schedule and Agenda for July Steering Committee meeting

Margaret Bozik (CHT) – We will have to be flexible in the upcoming months because we don't know when HUD is going to publish the NOFA (notice of funding availability).

Marcy Esbjerg (CEDO) – She wants to get people together to review our scoring sheet and present it to the CCHA before the NOFA comes out.

Requested agenda items for next CCHA Steering Committee meeting:

* Discussion of whether or not to have a more formal protocol for seating, public comments, etc., to ensure that the members of the CCHA Steering Committee are able to fully discuss agenda items (while still wanting to keep the wonderful participation that has been happening by non-voting attendees). What is the best format for the meetings? (Marcy Esbjerg, CEDO)

* Discussion of whether the CCHA should ask the Burlington City Council to create an ordinance requiring all businesses that are open to the public have publicly accessible bathrooms (including for non-customers). (Stephen Marshall, Homeless Community)

* Next **CCHA Steering Committee Meeting**: Thursday, July 6, 2017, 9:00 AM – 11:00 AM, Champlain Housing Trust, 88 King Street, Burlington, VT – 2nd floor conference room.