

# Chittenden County Homeless Alliance (CCHA)

## COORDINATED ENTRY COMMITTEE MEETING

December 18, 2019, 8:30 – 10, Champlain Housing Trust

Attendees:

- Thomas Moore, **CHI – UVM**
- Jason Brill, **VA**
- Steve Lunna, **SSVF@UVM**
- Louise Masterson, **ICA**
- Stephanie Smith, **CVOEO**
- Lacey Smith, **BPD**
- Will Towne, **Spectrum**
- Lindsay Mesa, **Pathways**
- Chris Brzovic, **CCHA**
- Erica Da Costa, **CCHA**

### Review of the Inactive Policy

- The following passage has been added:
  - “For households entered on the Master List as Not Homeless (at risk of homelessness): if the household has not entered a state of literal homelessness within the past 90 days, the household will be moved to Inactive status. Either the Housing Navigator, the agency where the household was assessed, or Coordinated Entry administration will update the household’s Active/Inactive status.”
- [Here](#) is the complete inactive policy with the addition highlighted.

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### Updates

- For the PIT count there’s a question about how to make connections to services. Do we want volunteers to be making actual referrals?
  - Lindsay Mesa: Let’s have the volunteers have the referral form on hand.
  - We need to do some training around the referral form as well.
- We had a training Monday on the new CHRC meeting on the new Vulnerability Assessments. Went well.

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### Finish the Work Plan/ Recommendations from the Consultant

26. Explore options for a centralized location of information about housing stock that is coming online.	Medium	CE Committee	Housingdata.org -- <u>talk to BHA and CHT about the online Housing Database, to find out more on how it is updated, explore options for improvement or utilization of this data base; talk to Bill Schreker at VHFA</u>	Erica and Others
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- The housingdata.org website (hosted by VHFA) has extensive listings for all or most of the subsidized housing in Vermont but the accuracy of vacancy information is not at all clear.

28. Create criteria to better determine who is most likely to succeed in mainstream housing. These criteria may need to promote more mainstream housing options, because of the shortage of PSH housing units.	Medium /low	CE Committee	how to get more people to be considered for mainstream resources, explore increasing supportive services to use in conjunction with mainstream housing resources	everyone - more ,m,mCoC leadership involvement
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- Chris Brzovic/ CVOEO: At the housing review committee, case conferencing is the primary tool. It's primarily based on professional judgement. But there might be some concern about subjectivity. The task is how to better make those referrals to mainstream housing vs. PSH. There are a lot of people however who are not being referred to either. They're just stuck. This is the main issue here. What's the best path forward? Is it possible to develop a criteria for this? If so, this is a lengthy process.
- Will Towne/ Spectrum: Formulating even more criteria could limit further who we can actually house.
- Stephanie Smith/ CVOEO: Criteria are not going to give you a good picture or what's relevant. I like that fact that it's NOT a blanket criteria.
- Chris Brzovic/ CVOEO: Expanding service capacity is really what's called for in many/most cases.
- Lindsay: The more important question is how to get more people to have access mainstream.

29. Consider increasing the frequency of CE orientation training. While it is presently conducted once a year, there seem to be a number of aspects of the system that are unclear to participants.	Medium	CE Committee	Schedule comprehensive training February 2020	Chris and Stephanie, ICA, CVOEO, COTS, Steps, Spectrum
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- Let's also record a webinar.
- We'll Schedule comprehensive training prior to the warming shelters closing.

30. Either develop a process to update the data-sharing agreement yearly or list all potential partners in the agreement so that, as new partners come into CE, they are covered by the agreement.	Medium	CE Committee	yearly updates, cannot add partners before they come onboard to HMIS	n/a
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- Chris Brzovic/ CVOEO: UVM MC would be the only one waiting right now. Would you want to be included in this round of the data sharing? Or wait until next year?
  - Thomas Moore/ UVMCC: Would UVM be entering data?
    - Louise Masterson/ ICA: You have to be entering data in order to be in the system. You would have to interact.
    - Moore: I will be in touch about this after I investigate.

31. Consider a dedicated phone line to take CE referrals directly from homeless individuals and/or a mobile assessment hub that could conduct assessments in different locations.	Medium / low	CE Committee	done - Stephanie has the ability to do this.	
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22. Conduct additional analysis and consider funding for another housing navigator at CVOEO.	Medium	CVOEO/CE Committee	analyze CE referral and assignment data, then follow up with conversations with partners around additional need	Chris & Stephanie
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- Stephanie Smith/ CVOEO: The problem is ability to overcome barriers far more than not being assigned a navigator and I'd rather see another case manager at Pathways.
  - Chris Brzovic/ CVOEO: Let's do a bit of analysis first – look at the referral data. Analyse the C.E. referral and assignment data and follow up with partners.

[Here](#) is the complete list of recommendations made by the consultant.

## HMIS C.E. Crosswalk/ Exit Assessment

- Louise Masterson/ ICA: We just need to know whether these highlighted subsidy types (see spreadsheet below) fall under RRH, PSH or some other category.
- General question for Louise: What's the intention of this?
  - Louise: We want the names of the actual vouchers instead of broad categories. People are getting miscategorized.
    - Can we get a list of options?
    - We can't get a list of ALL units/ properties, it would be an impossible task.
    - Would it be easier to do training around the difference between project-based and subsidized?
      - BoS is also working on this. It will be a compilation of both BoS and Chittenden.

Definitions:

**“FUV”** (family unification voucher) is a 36 month voucher and doesn't fall under RRH or PSH.

HUD **“Mainstream”** housing is a program under which HCV are provided.

- These are C.E. elements rather than HUD elements.

<b>CE Exit Assessment</b>		
<b>Subsidy Type</b>		
VRS	RRH	
CoC RRH	RRH	
HOP RRH	RRH	
SSVF RRH	RRH	
FUV - Youth	Mainstream	
FUV - Family	Mainstream	
CoC -S+C	PSH	
Housing Choice	Mainstream	
Non-Elderly Disabled Voucher	Mainstream	
VASH	PSH	
DMH Subsidy + Care	PSH	
Project Based/Subsidized Unit	NEED LIST from CoCs	Mainstream
<b>Landlord</b>		
Non Profit Landlord	NEED LIST from CoCs	is this a training issue?
For Profit Landlord		
Burlington Housing Authority		
VT State Housing Authority		
Brattleboro Housing Authority		
Other Housing Authority	Winooski Housing Authority	
<b>Process Utilized</b>		
Found housing with Housing Navigator/Case Manager assistance	NEED EXPLANATION from CoCs	no referral to housing option was made at CHRC, but client was housed with navigator support
Housed though HRT	BoS Housing Review Team	
Housed through CHRC referral	Chittenden Housing Review Committee	Referral to housing option originated at CHRC

Client found housing on own	NEED EXPLANATION from CoCs	housed without referral or navigator assistance
Housed through Veterans Committee	Vermont Veterans Committee on Homelessness	Any veteran on Veterans By name list other than CHRC referrals
Transferred to another CoC	When a clients transfers to another CoC for CE	
<b>Housing Retention</b>		
Has Housing Retention services:	Yes/No	
Agency who is providing retention services:	list of agencies	
Length retention services:	NEED LIST	6 months or less, 1 year, 2 years, long-term (2 years +)

- [click here](#) to see the **CE EXIT ASSESSMENT** spreadsheet as an independent document.
- Lindsay Mesa/ Pathways: Regarding *process utilized* section: what would be the designation of process utilized if someone was referred through HCRC to Pathways and then a Pathways housing person found the housing (instead of CHRC)?
  - We're trying to track who was referred through CHRC.
- Will Towne/ Spectrum: What if someone is already in our shelter and we do the housing navigation ourselves completely outside of C.E.?
- Stephen Lunna/ SSVF: What explanation is required for Veterans housed through the Veterans committee?
  - Chris: We make a referral to the Veterans Committee through C.E., so if someone is assessed, then we make that referral. So we make that before anything happens at CHRC.
  - Louise: We're looking for the process that physically housed someone. Was it CHRC or the Veterans Committee?
    - It might be different depending on the case.
- Chris Brzovic/ CVOEO: What are the options for the last item (Length of Retention Services)? -- let's check in with others, including Margaret Bozik.
- Stephanie Smith/ CVOEO: Family Supportive Housing can be 3 to 5 years based on where the family is. The kind of retention that follows for a short period of time tends to be significantly less involved. There are very large differences between types of retention services.

## Final Item

- Stephen Marshall: The 2020 Census will be presenting to CCHA soon about coordinating our efforts.

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**Next meeting: Jan 22**

Please go to [cchavt.org](http://cchavt.org) to find minutes archives, upcoming events, etc.