

CCHA Steering Committee Meeting

April 2, 2020, 9:00 – 11:00

Held remotely, by ZOOM

- Some of the text below was taken directly from the TEXTBOX in the video conference software.
- Jane Helmstetter/ AHS: Let's try to put updates about each agency/organization on the website if possible. Send updates to edacosta@vhfa.org

INDIVIDUAL AGENCY/ORG UPDATES

- Amy Carmola/ UWNWVT: United Way has started a United Way Covid response fund. We're raising money from across northwest Vermont and we've had a great response. We are not soliciting proposals. Instead we're connecting with alliances and organizations and finding out what's needed most. **So we want to hear from people either on the call today or you can contact me afterwards: what do you need the most at this time?**
- Jane Helmstetter/ AHS: There is a **Burlington Covid Homeless Response Team run by Rita Markley** which is part of the Statewide Team. It has been running well.
- Travis Poulin/ CVOEO: We received information late last night about how federal stimulus checks will be distributed. It has been a question we've received frequently. Below are some links and answers:
 - <https://www.irs.gov/coronavirus>
 - [Economic Impact Payments: What you need to know](#)
 - The distribution of economic impact payments will begin in the next three weeks and will be distributed automatically, with no action required for most people. **Social Security beneficiaries who are not typically required to file tax returns will not need to file to receive a payment. Instead, payments will be automatically deposited into their bank accounts.** However, some people who typically do not file returns will need to submit a simple tax return to receive the stimulus payment. When more specific details become available, we will update this page.
- Jan Demers/ CVOEO: **RE: The Congregant Recovery Shelter Site.** We have found a site for up to 200 families, meals delivered, and we're hiring frantically. All residents will all be confirmed Covid positive. We'll be taking people from Grand Isle, Chittenden, Franklin, and Addison. Brian Pine & Liz Curry are leading up that project.
 - **Feeding Chittenden** has been doing the near impossible (in case you were not aware, Feeding Chittenden is under intense pressure to feed those in need right now).

- They have transitioned to a take-out dining service for their meal site, feeding 60 people a day.
 - They are distributing pre-boxed groceries from the food pantry, serving over 1,000 people a week.
 - They have increased deliveries through their Homebound Program, from 150 to 200 households per week.
 - They have created an emergency meal delivery Program in response to COVID, preparing and delivering over 900 meals daily to homeless and displaced individuals living in temporary shelters.
- **Kevin Pounds/ Anew Place-Low Barrier Shelter:** We're in North Beach Campground now, having moved many people there just recently. We are very grateful to the city and the state for the campers and to the Parks & Rec department for getting the campground ready so quickly. Our biggest challenge is enforcing social distancing. It's not a matter of awareness or education or communication. Most just don't seem to care.
 - **Jane Helmstetter/ AHS:** The mental health piece is the challenge. Let's talk after this.
 - **Kevin Pounds:** We recognize that it's unrealistic to expect people's behavior to pivot instantly. We're not going to have behavior modification happen in one week.
 - **Spectrum Update:** Warming Shelter is closed and two youth were tested and went out to Harbor Place from our other residences but both ended up testing negative. We are keeping the Landing (year round shelter) open 24/7 to ensure safety of the residents. Shout out to Margaret and the CHT team for everything they are doing right now. We're struggling with a few of the things Kevin mentioned. Some people want to hang out with friends.
 - **Margaret Bozik/ CHT: At Harbor Place,** we haven't had a large number of guests needing isolation so far. We have had 7 people, but last night we were down to 3, but we will soon be receiving people from Addison and Franklin Counties and possibly Washington County as well. I have to echo the issue of non-compliance with guests. We had one guest who repeatedly kept wandering down to Kinney Drugs for no reason, despite repeated warnings and we had to ask that person to leave. He was relocated by ESD. But food deliveries have been working very well and most people are isolating and ordering items they need by phone.

We are getting a lot of people who haven't been tested so it's hard to know how long they should stay at Harbor Place, but we decided to leave it to their medical provider. We have also been told that the Community Health Center wants to send everyone from Harbor Place to the fairground in Essex for testing but we're hoping for a better solution than that, because the logistics would be very challenging. When people leave Harbor Place, we've been paying for cab fare to their next destination. But we weren't prepared for the expense of transporting people to and from the fairground.

- Jane Helmstetter/ AHS: I wonder why the testing can't be mobile?

- Elizabeth Kannard/ CHCB: I don't know why it's not mobile.
 - Erin / UVMMC: I'll try to follow up on this.
-

- **STEVE LUNNA/ SSVF@UVM: TEXTBOX: “Veterans Update:** We continue to house Veterans during this difficult time. As of March 26 (our last by-name-list update) we had 6 Veterans on the FBGT. 3 of those Veterans are Chronic or Long Term. In the last 90 days we have housed 5 Veterans, but had 8 new Veterans come onto the FBGT. Our plan to engage the Mayors of Winooski and Burlington to have a “call to action” to help house our Veterans a bit faster, has been put on hold for the foreseeable future.”
 - Travis Poulin/ CVOEO: TEXTBOX: “A big thank you to Donna Huether, a volunteer involved in a FaceBook page, Surgical Mask Project https://www.facebook.com/Surgical-Mask-Project-109942870643729/?modal=admin_todo_tour; they donated 100 facemasks to Feeding Chittenden”
-

VERBAL CONSENT

- Chris Brzovic/ CVOEO: We hope to use verbal consent during the remainder of this crisis and would like to vote on it today.
“The Coordinated Entry Committee recommends that the Steering Committee vote to modify the Chittenden County Coordinated Entry Policies and Procedures during the duration of the COVID-19 crisis to allow verbal authorization from clients for release of information, to be followed as soon as is feasible by written signature.”
 - Stephen Marshall: A verbal ROI creates risk, potentially, on both sides of the equation. Is there some way to record the verbal ROI.? We need a very clear YES/ NO question prepared for the client. Something unambiguous.
- Meghan Morrow Raftery/ ICA: Wisconsin has not had a problem with verbal ROI. A followup with a written/signed agreement within 45 days will be required.
- Laura Wilson/ CS: TEXTBOX: “Boards do from time to time hold an email vote. Is this something that can be considered?”
- Margaret Bozik/ CHT: TEXTBOX: “Some emergency waivers go to some amount of days - 30,60,90 -beyond the end of the declared emergency period.”
- Stephen Marshall: TEXTBOX:“Dramatic difference between making a statement and signing a form. I just want a very clear statement YES/ NO. With a witness.”

MOTION: Travis

**SECOND: Margaret
None opposed.
None abstained.**

DATA COMMITTEE UPDATE

- Meghan Morrow Raftery/ ICA: We've seen a 27 percent decline in the use of HMIS. This is an issue across the state. **We need this data for planning around COVID.** We have been asked for this data already. We've created reports to help us understand where a client might be (or might have been) to try to track potentially infected clients. Some agencies seem to think they don't have to input data during the crisis. Not sure why.
- Will Towne/ Spectrum: From our perspective, we only use HMIS for our housing programs and we're not doing any intakes right now.
- Meghan Morrow Raftery: We do reach out to agencies to help simplify. We created new forms they can print out so if they are speaking to someone remotely from their homes, they can collect the data, then add it to HMIS a few days later. **We want to emphasize that while this is a very difficult time, it's the most important time to enter data.**
- Morgan Blanchard: I'm new to SSVF, I typically cover the southern district, but I'm covering this area now. I just want to add that using HMIS helps us prevent forcing clients to repeat their information over and over.

NOFA UPDATE

- Todd Rawlings/ CEDO: I have an update from HUD regarding possible waivers for some CoC funding requirements. We can take advantage of a waiver if we request them within two days of a notice. Some of the waivers include:
 - Exceeding Fair Market Rent for Individual Units in Leasing Costs,
 - Disability Documentation for PSH,
 - Limits on Eligible Housing Search and Counseling Services,
 - Permanent RRH monthly Case Management,
 - HQS Inspections and Re-inspections.A waiver for up to 6 months if we request it. TEXTBOX: " Here is HUD's memo regarding possible waiver of CoC requirements: <https://files.hudexchange.info/resources/documents/Availability-of-Waivers-of-CPD-Grant-Program-and-Consolidated-Plan-Requirements-to-Prevent-the-Spread-of-COVID-19-and-Mitigate-Economic-Impacts-Caused-by-COVID-19.pdf> "
- Sarah Russell/ CVOEO: Who's on the NOFA committee?
 - Response: Just Todd.

- Margaret Bozik/ CHT: The disability documentation waiver sounds especially relevant. Want everyone to know that we're working with tenants who fall behind on rent - making sure they know how to file for uc benefits and other supports, etc.
- Chris Brzovic/ CVOEO: The inspections for PSH grants are also very relevant.
- Liz Whitmore/ BHA: We are currently on hold for all inspections. We hope to have a plan in the next week for inspections on vacant units for people experiencing homelessness. TEXTBOX: "BHA Section 8 Update: our staff are still working remotely to answer emails and phone calls, we are hoping to have staff back in the office on a very limited basis soon. They will be prioritizing processing rent changes for participants who have reported decreases in income. Inspections are still on hold, but we're working on a plan to safely inspect vacant units on a case-by-case basis moving forward. Landlord payments will go out this week, as usual. On the property management side, we have temporarily closed all community spaces and playgrounds, but continue to provide services to residents via phone and email. We have increased professional cleaning of shared spaces and are only responding to emergency maintenance requests. We will update our website as things change."
- Margaret Bozik/CHT: TEXTBOX: "We're fogging all vacancy units and leaving them sit for 24 hours before cleaning, so inspections should be pretty safe."

-
- Lacey Smith/ BPD: Street Outreach is still functioning. They're not going into dwellings. They're just sticking to the streets.

-
- Morgan Blanchard: TEXTBOX: "On behalf of SSVF UVM, should you have a client who states is a veteran and is homeless or facing homelessness please have him/her call the pre-screen line at Supportive Services for Veteran Families at the University of Vermont (SSVF UVM) at 802-656-3232. We will take care of the rest. @steve luna"

-
- Todd Rawlings/ CEDO: TEXTBOX:
"CONTINUUM OF CARE PROGRAM
I. Fair Market Rent for Individual Units and Leasing Costs Requirement: Rent payments for individual units with leasing dollars may not exceed Fair Market Rent (FMR).
Citation: 24 CFR 578.49(b)(2)
Explanation: The CoC Program regulation at 24 CFR 578.49(b)(2) prohibits a recipient from using grant funds for leasing to pay above FMR when leasing individual units, even if the rent is reasonable when compared to other similar, unassisted units.
Justification: Waiving the limit on using grant leasing funds to pay above FMR for individual units above FMR, but not greater than the reasonable rent will

3 assist recipients in locating additional units to house individuals and families experiencing homelessness and reduce the spread and harm of COVID-19. Applicability: The FMR restriction is waived for any lease executed by a recipient or subrecipient to provide transitional or permanent supportive housing during the 6-month period beginning on the date of this memorandum.”

- Elizabeth Kanard/ CHCB: TEXTBOX: “CHCB is doing telehealth/telephone calls with patients. We opened a test site in the Islands and one will be set up in Burlington. Location still to be decided.”
 - Elizabeth Kanard: TEXTBOX: “Case managers and outreach workers are not meeting with clients, but keeping in touch via phone. In some cases, they are taking food to individuals and maintaining distancing.”
-

- **NOTICE FROM MaryEllen Mendel/ 211:** Our people are working remotely. Callers will have to leave voicemails but people **will** get a call back if they leave a message.

◆ **Next Meeting: THURSDAY, MAY 7**