

Chittenden County Homeless Alliance

Coordinated Entry Committee Meeting Agenda and Notes

Wednesday, June 22th, 2022

8:30AM – 10:00AM

AGENDA

1. Introductions and Announcements (20 min)
 - a. BitFocus Update
 - b. Adhoc Retention Committee Update
2. CHRC Confidentiality Agreement Proposal [**VOTE WARNED**] (20 min)
3. Veteran Prioritization Proposal [**Vote Warned**] (20 min)
4. Discussion on Chronic Prioritization and ESD Transitional Housing (20 min)
5. Other Business (10 min)

Notes

1. BitFocus Update
 - a. Stephanie can now pull reports from BitFocus
 - i. There was a 75-name difference from the Excel Masterlist, CE team is working on data clean up, finding out why those names are not on the report.
 - ii. This will hopefully decrease the amount of work for case managers and CE
2. Ad Hoc Retention Committee Update
 - a. Next meeting is Thursday 6/23/22 at 1:30pm
 - b. 1st meeting will be setting objectives, setting a timeline, forming work groups
 - c. If you are interested in joining, reach out to Jennie Davis
3. CHRC Confidentiality Agreement Proposal
 - a. A question around the portion of the agreement that focuses on conflict of interests around CHRC attendees who both represent clients and offer a housing resource
 - i. The person who if offering a housing opportunity should not be the same advocating that their client receives that resource. Instead, another person, such as a client advocate, could present that client at CHRC.
 - ii. A question was raised as to if there is a conflict of interest having housing resource providers attend CHRC since case conferencing is done at CHRC and client's personal information is often shared.

1. The CHRC Confidentiality Agreement Proposal does not speak to this conflict of interest
 - iii. If you work for an agency that offers a housing resource, you can still present your client at CHRC, however you should recuse yourself from the decision of whether or not the client will receive the housing resource
 - iv. Stephanie proposed to accept the document with the edit that service providers who are offering programs operating out of the agency in which they work should recuse themselves from decisions regarding said program at CHRC
 - b. In order to attend CHRC, you must sign this document
 - c. Stephanie proposed the agreement to the committee for a vote for approval. Linda seconded the proposal to vote.
 - d. VOTE
 - i. Voting was conducted via Zoom chat:
 1. "09:17:40 From Sarah Russell (she/her), City of Burlington, CEDO to Everyone: Yes, CEDO
 2. 09:17:46 From Sophia Senning (she/her) to Everyone: yes, COTS
 3. 09:17:47 From Linda Amante to Everyone: Yes CVOEO
 4. 09:17:48 From Isabelle Saulnier (she/her)- Howard Center to Everyone: yes - Howard center
 5. 09:17:48 From Jason Brill, VA/VVCH to Everyone: yes, VA/VVCH
 6. 09:17:53 From Emily Taylor (she/her), CHT to Everyone: Yes CHT
 7. 09:17:55 From Will Towne to Everyone: Yes, Spectrum"
 - ii. Proposal is approved.
4. Veteran Prioritization Proposal
 - a. Jason Brill presented context for proposal – shared presentation on Build for Zero
 - b. This would prioritize vets for tax credit units that come through CHRC
 - c. Only veterans without HUD VASH services would be prioritized for subsidized units
 - d. Once we reach functional zero with veterans, we can apply what we have learned to other subpopulations
 - e. Ran out of time in meeting, Stephanie will email the proposal and depending on the number of edits being suggested, the vote will happen either via email or at next CE Committee
 - f. Voting completed via email 6/30/2022: at 1:00pm, 9 yes, 3 abstain