

**Chittenden County Homeless Alliance
Steering Committee Meeting – Annual Meeting**

Thursday, September 8, 2022 5:00pm – 7:00pm

**Location: IN-PERSON
Contois Auditorium, 149 Church Street, Burlington**

Agenda

1. **Introductions and Appreciations** 10 mins
Jane Helmstetter, CCHA Facilitator

2. **Election of Steering Committee Voting Members** 10 mins
Jane Helmstetter and Lacey Smith, Membership Committee
VOTE *The Executive Committee nominates the following slate of voting members for the Chittenden County Homeless Alliance*
 - Attachment: Slate of Steering Committee Voting Members nominated to serve two-year terms

3. **Election of Officers** 10 mins
Jane Helmstetter and Lacey Smith, Membership Committee
VOTE *The Steering Committee requests nomination of the following Officers for the Chittenden County Homeless Alliance:*
 - Jane Helmstetter, Facilitator, term ends Sept 2023
 - Kerri Duquette Hoffman, Secretary, term ends Sept 2023
 - Travis Poulin, Treasurer, term ends Sept 2024
 - Sarah Russell, Co-Chair, term ends Sept 2024
 - Will Towne, Co-Chair, term ends Sept 2023

4. **Edits to the Governance Charter** 10 mins
Will Towne and Sarah Russell
VOTE *The Executive Committee requests approval of the updated Chittenden County Governance Charter*
 - Attachment: Proposed Changes to the CCHA Governance Charter

5. **Strategic Planning Committee** 15 mins
Nicole Kubon, Sarah Russell, Diana Carminati
VOTE *The Strategic Planning Committee requests approval to execute the Community Health Investment Committee grant agreement to fund strategic planning activities*
 - Diana Carminati will provide overview of anticipated work and approach to working with the CCHA to develop a five-year strategic plan

6. **Coordinated Entry Committee** 10 mins
Stephanie Smith
**VOTE* The Coordinated Entry Committee requests approval from the Steering Committee to execute the CCHA-COTS MOU as presented.*
○ Attachment: DRAFT CCHA – COTS Coordinated Entry tenant selection MOU
7. **NOFO Updates** 10 mins
Marcella Gange, CEDO Collaborative Applicant
**VOTE* The Ranking Committee requests approval of the Steering Committee for the ranking proposal for project applications for the FY22 CoC NOFO.*
○ Link to be posted: <http://www.cchavt.org/funding/>
8. **UVMHN Community Health Needs Assessment Presentation** 20 mins
Justin Graham, Community Health Improvement
- Presentation: Findings and Outcomes from the 2022 Community Health Needs Assessment
9. **Committee Updates** 10 mins
- Housing Retention (Jennie Davis and Jen Hunter)
- Membership and Outreach (Lacey Smith, BPD)
10. **Public Forum**