

**Chittenden County Homeless Alliance**  
**Steering Committee Meeting**  
**Thursday, January 5, 2023 9:00am-11:00am**

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

**Attendees**

Sarah Russell, Marcella Gange, Chanel Bastian, Scott Pavek, CEDO; Meghan Morrow-Raftery, Louise Masterson, Karina McNamara, ICA; Travis Poulin, Paul Dragon, Taylor Grimes, Brenna Bedard, Stephanie Smith, CVOEO; Elaine Soto, Isabelle Saulnier, Howard Center; Taylor Thibault, Mike Ohler, Champlain Housing Trust; Jason Brill, Veterans' Affairs; Stephanie Bixby, Crystal Jones, Jamaica White, Burlington Housing Authority; Thomas Moore, UVMCMC; Jonathon Farrell, Tammy Santamore, COTS; Elizabeth Gilman, UWSVT/VT 211; Will Towne, Spectrum Youth Services; Jane Helmstetter, Facilitator; Jen Hunter, Cathedral Square; Kerri Duquette-Hoffman, AHS; Ari Kisler, Lily Sojourner, OEO; Lindsay Mesa, Pathways; Steven Berbeco, Megan Bridges, United Way NWVT; Jennie Davis, CVSD; Eric Fanning, Legal Services VT; Lacey Smith, BPD, Community Liaisons; Katie Blanchard, HUD; Brandon Studler, Ascend Housing; Eli Ferree, CHCB; Adam Frowine, Howard Center Safe Recovery; Martin Hahn, Vermont Coalition to End Homelessness; Nicole Kubon, Steps to End Domestic Violence; Marcy Esbjerg; Diana Carminati, Strategic Planning Consultant; Emily, Turning Point Center; Erin Roelke, AgeWell; Hodan Musa; Janine Cary; Anne Moyerbrailean, Pride Center of Vermont; Daniel Blankenship, VHFA;

**Minutes**

- 1. Introductions and Announcements** 10 mins  
Jane Helmstetter, CCHA Facilitator
  
- 2. Coordinated Entry Data Overview** 10 mins  
Stephanie Smith, CE Administrator, CCHA
  - November data- more to be shared with group soon
  
- 3. CCHA-ICA MOU** 15 mins  
Meghan Morrow-Raftery, ICA  
Sarah Russell, CEDO  
**\*VOTE Warned\***: *To execute an MOU allowing ICA to release aggregate data related to overdose death disparities to the CCHA and for the CCHA Executive Committee to report findings to the CommunitySTAT Steering Committee.*
  - Agencies often ask for our data in order to compare and requests have been made recently to release data of overdose death disparities
  - Motion made by Travis Poulin, seconded by Will Towne, with all votes in favor, the motion passed
  
- 4. Veterans' Prioritization Policy** 20 mins  
Jason Brill, VA
  - 2022 VA goal- data is still underway but VT exceeded the goal set
  - The VA is expanding with multiple social work positions becoming available, reach out to Jason Brill with any questions
  - Wednesday January 18<sup>th</sup> at 1pm- VA presentation "A Shared Mission: Lesson's Learned from Vermont's Veteran Homeless System"

- Due to the holiday schedule, there has not been a Coordinated Entry meeting since October and this document should be reviewed by the committee, thus asking to extend this policy through March 2<sup>nd</sup>
- **\*VOTE Warned\***: *To extend the Veterans Prioritization policy no later than March 2<sup>nd</sup>, 2023, with an expectation that the policy will have then been reviewed by the CCHA CE Committee and will be reviewed by the CCHA for a vote no later than the March 2023 Steering Committee meeting.*
  - Motion made by Travis Poulin, seconded by Sarah Russell, with 19 ayes and 1 abstention, the motion carried

## 5. Point In Time Count Planning

10 mins

Marcella Gange, CEDO

Meghan Morrow-Raftery, ICA

- Planning is underway with the next two meetings on the 11<sup>th</sup> and 18<sup>th</sup> from 12-1:30
- Recorded training will be released prior to PIT count
- ICA will hold office hours to answer data questions
- <https://www.cchavt.org/point-in-time-count-of-homelessness/>  
<https://icanewengland.helpscoutdocs.com/article/275-the-pit-and-hic-vt>

## 6. Elmwood Community Emergency Shelter Update

10 mins

Taylor Thibault, CHT

- Community room space was delivered with bathroom building to arrive in the next few days
- 2ish weeks for site to be finished with folks moving in at the end of the month
- A referral team made of outreach workers was created and will meet at the end of the month
- Move-in will be staggered
- Positions are still available
- [Elmwood Community Amazon Wishlist](#)

## 7. Homelessness Awareness Day

10 mins

Will Towne, Spectrum

- Spectrum Youth Warming Shelter positions are available
- January 19<sup>th</sup>,
  - i. Looking for folks with testimonies related to experience with homelessness, services, or the system
- Communities will hold their own demonstrations, those who are interested in participating should contact Will Towne [wtowne@spectrum.org](mailto:wtowne@spectrum.org)

## 8. Committee Updates

- Housing Retention (Jennie Davis and Jen Hunter)
  - i. Resource mapping is underway as well as a draft survey for community partners and stakeholders
  - ii. Retention services need data support from coordinated entry to assist with funding requests and tracking in order to better follow the HUD definition of "At-Risk". More discussion will happen around what retention services look like

and how the process works, and feedback from the community and folks with lived experience will be included

- iii. Travis will send out language related to coordination of the HOP funding applications which are typically due in March
- Strategic Planning (Sarah Russell, CEDO and Nicole Kubon, Steps)
  - i. SP Committee reviewed and assessed the 2018 plan with a key takeaway of how the alliance was able to quickly pivot and address emergent needs due to the pandemic
- Membership and Outreach
  - i. Meeting 1/13 @1pm on zoom, contact Jane or Kerri Duquette-Hoffman to participate