



Steering Committee Meeting

Thursday, March 2, 2023 // 9:00am-11:00am

Attendees

Sarah Russell, Marcella Gange, Chanel Bastian, Scott Pavek, CEDO; Meghan Morrow-Raftery, ICA; Travis Poulin, Paul Dragon, Taylor Grimes, Stephanie Smith, Brenna Bedard, Linda Amante, CVOEO; Isabelle Saulnier, Howard Center; Taylor Thibault, Champlain Housing Trust; Jason Brill, Heidi Sistare, Veterans' Affairs; Jamaica White, Stephanie Bixby, Crystal Jones, Burlington Housing Authority; Jonathon Farrell, Tammy Santamore, COTS; Will Towne, Spectrum Youth Services; Jane Helmstetter, Facilitator; Kerri Duquette-Hoffman, AHS; Ari Kisler, Lily Sojourner, Sarah Phillips, Caprice Hover, OEO; Lindsay Mesa, Pathways; Amy Carmola, Megan Bridges, United Way NWVT; Lacey Smith, BPD, Community Liaisons; Katie Blanchard, Hodan Musa, HUD; Brandon Studler, Ascend Housing; Adam Frowine, Howard Center Safe Recovery; Diana Carminati, Strategic Planning Consultant; Erin Roelke, AgeWell; Matt Messier, ESD; Joe Domko, ANEW Place; Will Vilardo, SSVF UVM; Thomas Moore, UVMMC; Alyssa Peteani, VHFA; Maya Thompson, Rachael Whitlock, Eli Ferree, CHCB Safe Harbor; Rachel Newton, Jeff Trites, VT Dept of Health; Jayme Baur State of VT; Emily K, Turning Point Center; Elizabeth Gilman, United Way VT 2-1-1; Burlington City Councilor Joe McGee; Wilhelmina Kirk, Burlington School District; Nancy Stetson, Burlington City Planning;

Minutes

1. Introductions and Announcements // Jane Helmstetter, CCHA Facilitator

- **BHA announced:**
 - i. The annual BHA family waiting list clean-up was conducted and there are now under 50- Housing Choice Voucher list clean-up to begin soon
 - ii. Housing Choice Voucher Program & Multifamily Housing Program income calculations to change as per HOTMA Act of 2016, more info to be found on [BHA website](#)
- **CVOEO announced:**
 - i. CVOEO will be releasing an RFP (request for proposals) for short-term 5 months Data Analysis to support Coordinated Entry and Built for Zero data, will be sent to the mailing list once complete
- Long-time member, Wanda Hines, Joint Urban Ministry Project (JUMP) Director is leaving her position and moving somewhere warm (!) We wish her the best of luck in her next chapter. Please send her your good wishes and warm regards.

2. Landlord Relief Program // Lily Sojourner, DCF-OEO

- “The Landlord Relief Program provides an incentive and added security to landlords statewide who house Vermonters receiving rental assistance or are homeless. The goal of the Landlord Relief Program is to increase rental opportunities to people who may not otherwise be able to access housing due to rental barriers.”
 - i. This program provides a statewide funding source to encourage landlords to rent to tenants that may be considered “risky” in order to build, maintain, and support relationships with landlords
 - ii. Contact Caprice Hover caprice.hover@vsha.org and Lily Sojourner lily.sojourner@vermont.gov
 - iii. [Website for more information](#)
 - iv. [FAQ](#)
 - v. [Launch Recording](#)



3. **VA Grant Per Diem Case Management Funding Opportunity** // Tracy Sweeney and Heidi Sistare, VA
 - NOFO (Notice of Funding Opportunity) being released to support Housing Retention Case Management services for veterans at-risk of homelessness or experienced homelessness prior and is returning to stable housing
 - Deadline for submission Thursday May 4th
 - [Website for more information](#)

4. **Coordinated Entry Monthly Data Presentation and BfZ Report Update** // Stephanie Smith, CE Administrator, CCHA and Meghan Morrow-Raftery, ICA
 - Stephanie presented the Coordinated Entry data for January
 - There was discussion around the data included in the reports and differences between reports from HMIS vs Built for Zero
 - i. [More information about BFZ Data](#)
 - ii. Password: shiftshappen2019

5. **Veteran Prioritization** // Stephanie Smith, CE Administrator, CCHA and Jason Brill, VA
 - Jason presented the need to update the Veteran Prioritization Policy post expiration due to an unforeseen increase in enrollment during the first few months of the policy.
 - The Coordinated Entry committee also requests to determine a measure of success for the policy
 - MOTION made by Sarah Russell, seconded by Will Towne, to vote to approve the *CE Committee request for approval from the CCHA Steering Committee of the Veteran Prioritization Policy to ensure the CCHA reaches its goal of Functional Zero for Veteran Population and extend through December 31st, 2023*
 - i. The group discussed the decision to prioritize veterans over other homeless populations and the usefulness to the overall mission.
 - ii. VOTE 10 ayes, 2 nays, 3 abstentions, the motion carries

6. **CCHA-City of Burlington, Planning Dept. MOU** // Sarah Russell, CEDO City of Burlington
 - Given the City of Burlington's goal to end chronic homelessness by 2025, the City requests the CCHA share relevant data for their housing dashboard
 - MOTION made by Travis Poulin, seconded by Jason Brill, to vote to approve the City of Burlington request to partner around publishing current, accurate, aggregated data and execution of related documents/agreements
 - i. VOTE 15 ayes, 1 abstention

7. **CCHA-Dept. of Health Social Autopsy MOU** // Meghan Morrow-Raftery, ICA
 - The Vermont Department of Health (VDH) are requesting to send the statewide data of overdose deaths so the CCHA (ICA) could return an aggregated number of folks who were from Chittenden County and in HMIS
 - Sarah Russell recognized the importance of the data but wanted to acknowledge that it could further contribute to the stigma of folks experiencing both homelessness and substance use disorder



- MOTION made by Travis Poulin, seconded by Will Towne, to vote to approve the VT HMIS Advisory committee request for approval from the CCHA Steering Committee to allow ICA to send aggregate HMIS data to the VT DOH for their Social Autopsy project to understand linkages between homelessness and substance use
- [Please read more about this project here](#)

8. Training Updates: LGBTQA+ // Marcella Gange CEDO

- No updates at this time, contact Marcella MGange@burlingtonvt.gov for more information

9. HOP Grantees Report-Out

- **HOP Grant Funding provides funds for many of the programs and important work that happens within the alliance. Each month a few organizations will be asked to provide a report out of the current happenings and impacts (also part of the grant requirements)**
- Travis Poulin, CVOEO
 - See report in related meeting materials
- Will Towne, Spectrum Youth and Family Services
 - Spectrum receives approximately \$358,000/year in HOP funding to support its RRH program, year round Emergency Shelter, and Winter Warming Shelter. Over the first 2 quarters, the ES and RRH programs have served 25 unique individuals with the ES program operating at 96% occupancy rate. In the last 1.5 months of the Warming Shelter, we have housed 16 youth. Unfortunately, due to staffing challenges, this program opened significantly later than expected. We also continue to see in an increased need regarding mental health and substance use supports.
- Tammy Santamore, COTS
 - See report in related meeting materials

10. Committee Updates

- Housing Retention (Jennie Davis and Jen Hunter)
 - i.** No updates at this time
- Strategic Planning (Sarah Russell, CEDO and Nicole Kubon, Steps)
 - i.** As part of the strategic plan update, community discussions will be held though out March. People with all levels of knowledge and participation in the alliance are crucial and encouraged to participate.
 - ii.** [Fill out this survey](#) to provide your level of availability to the strategic planning process
- PIT and Data Quality (Marcella Gange, CEDO and Meghan Morrow-Raftery, ICA)
 - i.** No updates at this time
- Veteran's Committee (Jason Brill, VA)
 - i.** Jason Brill is working with HUD to create a plan or action steps for the VT Mayors that signed onto the National Mayor's Challenge to End Homelessness