



CCHA Steering Committee

April 6th, 2023 – 9:00am-11am

Location: Burlington City Hall, Contois Auditorium

Meeting Minutes

Attendees

Sarah Russell, Marcella Gange, Chanel Bastian, Scott Pavek, CEDO; Meghan Morrow-Raftery, ICA; Travis Poulin, Paul Dragon, Taylor Grimes, Stephanie Smith, Jess Hyman, CVOEO; Isabelle Saulnier, Elaine Soto, Howard Center; Mike Ohler, Champlain Housing Trust; Jason Brill, Veterans' Affairs; Crystal Jones, Burlington Housing Authority; Jonathon Farrell, COTS; Will Towne, Spectrum Youth Services; Jane Helmstetter, Facilitator; Kerri Duquette-Hoffman, Ken Hammond, Agency of Human Services; Ari Kisler, Abby Erwin, OEO; Lindsay Mesa, Pathways; Megan Bridges, United Way NWVT; Lacey Smith, Katy Mara, BPD, Community Liaisons; Sean Thomas, HUD; Brandon Studler, Ascend Housing; Diana Carminati, Strategic Planning Consultant; Erin Roelke, AgeWell; Alyssa Peteani, VHFA; Eli Ferree, John Fealy CHCB Safe Harbor; Emily Korkosz, Olivia Watson, Turning Point Center; Wilhelmenia Kirk, Gary Golden, Victor Prussack, Burlington School District; Eric Fanning, Legal Services VT; Janine Cary, Kristina James, Economic Services; Jennie Davis, CVSD; Meghan Masterson, KidSafe Collaborative; Krisine Lott, City of Winooski; Jen Hunter, Cathedral Square; Patrice Lumumba, Winooski Schools; Kana Zink, VT Dept of Health;

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

- April is Fair Housing Month, events are taking place across the state throughout the month. Go to [Fairhousingmonthvt.org](https://fairhousingmonthvt.org) for more information
- A LGBTQIA+ Inclusive Spaces and the HUD Equal Access Rules training is required for COC partners. Agencies are asked to send at least 1 person. There is an [equal access training](#) to watch prior to the discussion panel training on May 10th (10-11am). The registration and other information was sent out to the google group on April 5th. Please contact Marcella Gange MGange@burlingtonvt.gov with any questions

*The agenda was amended slightly to accommodate a member of the alliance

2. CCHA-CHT Braeburn MOU // Mike Oher, CHT; Sarah Russell and Will Towne, CCHA

- [The Braeburn apartments](#), formerly known as the Ho Hum Motel, is under development of 20 new, permanently affordable apartments owned by CHT. Their goal is to have them operational the summer of 2023.
- The Executive Committee requests, from the CCHA Steering Committee, approval of the Coordinated Entry Partnership Agreement with Champlain Housing Trust's new development, Braeburn.
 - i. Jen Hunter made a motion to vote to approve the executive committee request, seconded by Travis Poulin. The motion passed with 17 ayes, 0 nays, and 1 abstention

3. CE Sustainability Assessment // Stephanie Smith, Coordinated Entry, CCHA

- The sustainability assessments were updated to make the forms easier to use and provide better means of data tracking
- The Coordinated Entry Committee requests, from the CCHA Steering Committee, approval of the sustainability assessment
 - Travis Poulin made a motion to vote to approve the Coordinated Entry Committee request, seconded by Sarah Russell. The motion passed with 17 ayes and 0 nays

4. CCHA and School Districts

- Jennie Davis, Family Assessment Coord, CVSD; Mayor Kristine Lott, City of Winooski; Patrice Lumumba, Winooski School District; Victor Prussack, Engagement Coord,



Burlington School District; Wilhelmina Kirk, Homeless Liaison, Burlington School District

- The alliance led the discussion of the current problems schools are facing related to homelessness. Winooski Schools are finding their roles in this area changing rapidly as more families are needing housing services. Staff are finding themselves lacking the proper resources and knowledge of existing system, creating further barriers and delays for the families. Burlington School District has a homelessness liaison role (as part of another role in the district) that assists with connecting families to housing resources and there was discussion about whether that would be an appropriate method for Winooski Schools. There was acknowledgement that the lack of housing resources (including case managers and housing units) which makes the system hard to navigate for everyone
- Kerri Duquette-Hoffman from the Agency of Human Services will convene a follow-up meeting with all the local schools to discuss the issue further

5. Transition Age Youth- Vulnerability Assessment

- The assessment form opening script has been updated to include more youth-centered language
- There was an acknowledgement that none of the assessments include questions around suicidality and the CE committee will be working on a way to include this in future assessments
- The Coordinated Entry Committee requests, from the CCHA Steering Committee, approval of the transition age youth vulnerability assessment
 - i. Jen Hunter made a motion to vote to approve the CE request, seconded by Travis Poulin. The motion passed with 17 ayes and 0 nays

6. Housing Opportunity Program Presentations

- The presentations are posted on the website with the other meeting materials
 - i. Travis Poulin, Housing Advocacy Program CVOEO, presentation given by Jess Hyman jhyman@cvoeo.org
 - ii. Meghan Morrow-Raftery, Institute for Community Alliances
 - iii. Crystal Jones, Burlington Housing Authority

7. Coordinated Entry Monthly Data Presentation and BfZ Report Update // Stephanie Smith, CE Administrator, CCHA

- The CE Data presentation is posted on the website with the other meeting materials

8. Committee Updates

- Housing Retention (Jennie Davis and Jen Hunter)
 - i. The housing retention committee released surveys for service providers and property managers/landlords and will be reaching out to folks to increase participation. An additional survey will be developed to get feedback from folks with lived experience.

[Landlords and Property Managers](#)

[Service Providers](#)



- Strategic Planning (Sarah Russell, CEDO and Nicole Kubon, Steps)
 - i.** The process of updating the strategic plan is underway. Focus Groups (community discussions) were held in the month of March and the feedback and insight gained was helpful for the group. The next steps are to engage with folks with lived experience
- PIT and Data Quality (Marcella Gange, CEDO)
 - i.** The PIT count report will be released in the month of May and should be able to be shared at the next Steering committee meeting
- Veterans' Committee (Jason Brill, VA)
 - i.** After exceeding the previous housing goals, the Veterans' Committee has 3 new goals for 2023
 - 1.** Place and sustain veterans in permanent housing placements
 - 2.** 95% of folks housed during the previous goal should retain their permanent housing
 - a.** 90% of those who have returned to homelessness to have a direct path back to housing
 - 3.** Engage nationally with 28,000 unsheltered homeless veterans and get them connected to resources
 - ii.** Contact Jason Brill Jason.Brill@va.gov for more information
- NOFO and Ranking (Marcella, CEDO)
 - i.** No updates at this time