

## CCHA Steering Committee

May 4th, 2023 – 9:00am-11am

Location: Burlington City Hall, Contois Auditorium

## Meeting Minutes

### Attendees

Sarah Russell, Scott Pavek, Christine Curtis, CEDO; Meghan Morrow-Rafferty, Louise Masterson, ICA; Travis Poulin, Paul Dragon, Taylor Grimes, CVOEO; Elaine Soto, Howard Center; Mike Ohler, Taylor Thibault, Champlain Housing Trust; Jason Brill, Veterans' Affairs; Stephanie Bixby, Burlington Housing Authority; Jonathon Farrell, Tammy Santamore, COTS; Will Towne, Spectrum Youth Services; Jane Helmstetter, Facilitator; Ari Kisler, Abby Erwin, OEO; Molly Shriver-Blake, Pathways; Megan Bridges, Elizabeth Gilman, United Way NWVT; Lacey Smith, Caty Mara, BPD, Community Liaisons; Sean Thomas, HUD; Zeke Davisson, Ascend Housing; Diana Carminati, Strategic Planning Consultant; Erin Roelke, AgeWell; Alyssa Peteani, VHFA; Emily Korkosz, Olivia Watson, Turning Point Center; Gary Golden, Burlington School District; Jennie Davis, CVSD; Kana Zink, VT Dept of Health; Thomas Moore, UVMHN Comm Health Improvement; Martin Hahn, VCEH; Kristina James, Matt Messier, Janine Cary ESD; Nicole Kubon, STEPS; Will Vilardo, SSVF at UVM; Kerri Duquette-Hoffman, AHS

### \*Announcements:

- COTS Walk Sunday, May 7<sup>th</sup>
- June meeting will be our bi-annual community meeting, **June 8<sup>th</sup> at 4:30pm**

### 1. ESD Emergency Motel Program Updates:

- a. Kerri Duquette-Hoffman: AWC ending 5/31; people who do not meet categorical eligibility will have to leave 5/31; others will be able to stay until 6/30
  - i. How many people in Chittenden County will lose motel shelter? 6/1: 170 households (192 adults, 2 children); 800 state-wide
  - ii. On 7/1: eligibility will shift to pre-pandemic: an estimated 160 households may lose shelter (the number changes slightly every day)
  - iii. Kristina ESD: Numbers for 7/1 may change as people come and leave
- b. What does the coordination look like? :
  - i. Complex Care Housing Resource Teams (CCHRT) are working with housing case managers; Adult LIT meetings will be used for notifying regarding changes; ESD is providing info/updates to the community. Focus is on getting people into CE; there is about a 6 week lag between CE assessment and access to CM so CCHRT workers are providing interim case management.
  - ii. Tammy: COTS Motel Outreach, focusing on motel diversion as always. There are a lot of folks who are not connected and our resources are slim. Close to 800 households across the state will be moving around after they exit on 6/1; expected that many folks may come to Chittenden County. COTS will continue to recruit housing case managers/motel outreach workers. .
  - iii. Kristine: LEP households, we do have resources to translate; statements in each ESD letters regarding translation.
    1. Tammy: translation has not been a huge issue; low-use due to need.
- c. Erin AgeWell: Will July 1<sup>st</sup> date impact people showing up at hospital? There are people who have high-needs and may not be able to access shelter; has there been any conversation about the impact on hospitals?
  - i. Kerri: There has been conversation about this and expect that will be one of the issues statewide that we will be working to address

- ii. BSD School board: The BSDs do have resources for families and can contact the main office to access support.

## 2. BHA Updates

- a. Housing Opportunity through Modernization Act (HOTMA) Updates, Stephanie Bixby: There are some massive changes coming to all federally subsidized housing programs. HUD is continuing to issue guidance. <https://burlingtonhousing.org/notices/news-article.php?id=4>
  - i. Interim reporting will come back; all income changes will need to be reported to the PHA throughout the year.
  - ii. Annual Recerts: looking at the past 12 months will now be used for annual recerts (used to be looking forward 12 months). People will need
  - iii. Medical Allowance Deduction: right now, they have to pay 3% income toward medical; will increase to 10% income toward medical expenses.
  - iv. Elderly/Disabled: Standard \$400 deduction to come off income will be increased to \$525
  - v. Asset Threshold: \$100k limit on assets (except retirement accounts and trusts are exempt) and no longer eligible
  - vi. Homeowners: No longer eligible for S8 (unless disabled and the home does not meet mobility needs)
  - vii. Jason: Do these changes apply to HUD VASH
    - 1. Stephanie: Yes, all programs will be affected by these changes. Not sure how tax credit program will be impacted yet thought.
  - viii. Jason: Are there any changes to how income is being calculated?
    - 1. Stephanie: HUD is now asking us to look at prior 12 months of income to determine rent. Tax returns may become a large part of this recertification.
  - ix. January 1, 2024 all changes will go into effect. BHA will host training for housing case managers to understand changes
- b. BHA will be gathering demographic information from across the program over the next year; will want to identify LEP data as well. Please encourage people who complete applications are filling out the demographic section of the application (this is optional but BHA needs the program)
- c. Voucher Briefing: Working on making this on-demand/web-based so people can have more access to voucher briefings (also gone back to in-person briefings; Zoom will only be offered as an alternative option currently)
- d. Signed HAP contract for 20 units at HoHumm and waiting on these to become online.
  - i. Jane: How long is the wait for a voucher?
    - 1. Stephanie: 3-5 years; issues with leasing affordable units now
  - ii. Sarah: Could we consider an MOU?

### 3. CE Votes

- a. Travis: we need to have an assessment for prevention assist. This is the section version; was approved by the CE committee and now needs to be voted on by the Steering Committee
  - i. Nicole: How were the points determined?
  - ii. Travis: The score is a way of keeping the assessment as straight forward as possible.
- b. Jonathan COTS: Going back to the point system, what does it mean?
  - i. Travis: The points are not to determine who gets assistance but a means to refer them to other services
- c. Nicole: If the purpose is to determine vulnerability, why isn't fleeing DV part of this assessment?
  - i. Jennie: it not here because it's in the actual HOP application
- d. Molly: Do we ask if someone owns their home? Do we ask about habitability?
  - i. Travis: Owning home is not part of HOP funding.
  - ii. Ari: People must meet definition of homelessness/at-risk so the piece regarding owning a home would come before this assessment was complete.
- e. Travis makes motion; Lacey seconds
  - i. UW, Northwest VT, COTS, Pathways, VHFA, VA, CEDO, Spectrum, Jane, CHT, BHA, TPCCC, CVSD, AHS, CVOEO, UVMHN, United Ways of VT
  - ii. No: 0
  - iii. Abstention: Steps

### 4. Release of information: including break-down of AHS divisions/programs to avoid having to have people sign multiple releases. Field Services, VCCI, Hire-Ability, ESD will be broken down on the release now for case conferencing purposes.

- a. HMIS: This is not to enter someone; this is to share the information.
- b. Molly: Do we need to go back and make changes to past clients?
  - i. Ari: No, everyone who has signed one has already agreed to share.
- c. Motion: Jason, VA to accept the release as presented, Kerry Seconds
  - i. Yes: UW, Northwest VT, COTS, Pathways, VHFA, VA, CEDO, Spectrum, Jane, CHT, BHA, TPCCC, CVSD, AHS, CVOEO, UVMHN, United Ways of VT, Steps
  - ii. No: 0
  - iii. Abstain: 0

### 5. HOP applications:

- a. Pathways, Molly:
  - i. Match for RRH HUD program is funded by HOP (1FTE); we have experienced challenges with staffing.
  - ii. Target: provide subsidy and services for 8 households; last year we were able to have 14 households in our program over the last 12 months (due to intern staffing support); currently have 9. Challenge was: people preferred VERAP so we have had the same people in our program and we are seeing them

graduating. Over the last year, 7 graduated (6 were very successful; one was not and moved out of county).

1. Graduation: people can stay in their own apartments, they do not need assistance any longer and hopefully we can get them connected to permanent subsidy or be self-sufficient and will not need assistance.

b. Steps, Nicole:

- i. HOP grant has been really different this year. We requested funding to take over the motel pool funding (in Jan). \$1m,40k funds motels and some additional funding to support staffing for this project.
- ii. There is not a lot different when it comes to shelter management, full capacity at all times. Struggled with staffing as all have but looking forward to full-staffing very soon. Supported by HOP (3.5 staff, PT coordinators, PT shelter advocate, and admin).
- iii. Working with Harbor Place on some dedicated rooms; going really well. [ReloShare SafeStays Program](#) that works with non-profits to find motel stays for survivors fleeing- manage liability, booking, etc. has been working well but hotels have been leaving the program so there are less rooms available as well.
- iv. Challenges with booking motels. Hotline is overwhelmed by people needing shelter/motel stays. People need to recertify their stay every 3 days (sometimes goes on for 3 months). Have had to use some funds for transportation and damages to rooms. Some hotels will not rent to people without ID so they need to transport to NY State.
- v. We started with 25-30 referrals made when ESD was managing at the start and now that Steps is administering, we did 83 referrals to case management.

c. ANEW Place: Not present.

d. CVSD, Jennie Davis:

- i. CVSD implemented housing case manager position Feb. 2022. CVSD is Charlotte, Shelburne, Hinesburg, Williston, St. George, CVU. There are a large number of families staying in hotels within CVSD so there was an increased need for housing support. This position was funded by ARPA for 1FTE. Is now budgeted for 0.5FTE so will need to determine funding for the remaining 0.5FTE. Tried to work with agencies that are already doing this work but was not able to. The position will be working to support families but also working to create a network of support across the different districts (outside CVSD). HOP Request: \$43,000.00

e. Ascend Housing, Zeke Davisson, COO of Summit Properties:

- i. Summit noticed the need for support to residents so Ascend was developed as a non-profit, took a lot of time to meet with community partners, decided to create site-based supportive service coordinator working with three developments in Chittenden County. Providing services to 2 47 unit properties; 20 units will be placed through CE. Services to be provided to these units plus the case load.
- ii. We hope to have three FTE positions. Request: \$132k to support South Burlington, working closely with BHA, also worked with COTS on placements

previously. Hoping this could be something that could grow outside Summit. We are a new applicant under the homelessness prevention area of the grant. There was great support for Summit to stand up this work.

6. CE Date Slides, Will: Review of data slides (will be included in minutes).
  - a. Stephanie: Are we tracking the reasons people became homeless?
    - i. Ari: Reason someone becomes homeless are very complex and sometimes collecting this information can't be captured by checking a box and that might be why there isn't an easy method to collect this data. Lot of difficulty in thinking about how to collect data and there may not be a match.
  - b. Molly: There was a survey that went out to motel households; where is that data?
    - i. Kerri: Not sure, will follow up on this
    - ii. Nicole: Would be helpful to ensure we are consistent about how we are asking questions of people. We should keep track of where questions/surveys are coming from.
  
7. PIT, Meghan: Slides will be sent out with minutes.
  - a. There was discussion regarding chronic status and transitional housing. Group is looking for further explanation regarding how THP has impacted chronic status; also how people in motel programs current (not THP since 4/1) are not chronic. Per Ari, ESD did not collect data on who was chronic when they entered motels at the start of the program; we do not have this data.
  
8. Committee Updates:
  - a. Veterans' Affairs Committee:
    - i. The decline of Veteran #'s from the monthly CE data is connected to the Veteran's prioritization policy (we've had a 30% decline in the last 3 months). The VVCH was feeling motivated to continue digging into that work and developing other strategies with our community partners in the CE Committee. The Built for Zero workgroup could provide positive changes to our inflow and outflow as our community works to reaching Functional Zero for Veterans this year.
  - b. NOFO and Ranking Committee:
    - i. We expect this year's NOFO to be released May or June
    - ii. HUD's goal is to have the application open for at least 90 days, but even that is a very tight turnaround for us to conduct our local RFP process etc.
    - iii. We have emailed grant holders but – please let Marcella know if you are considering any “reallocation” of your CoC awards.
    - iv. As always – we also encourage ‘New’ grant applicants through the local RFP process.
    - v. If you are interested in serving on the NOFO Ranking Committee then please contact Marcella – time commitment is three meetings over 4 months and review of applications
    - vi. Please be aware that any recipient of CoC funding may not serve on the NOFO Ranking Committee. We have sent an invitation to those who are current

members but if you are an interested new member then please contact Marcella. We will bring a vote on any formal policy/prioritization updates and on the committee membership to the June CCHA (if possible)

c. Strategic Planning

- i. Working through the month of May to gather feedback from people with lived experience through various meetings and discussions around the community