



CCHA Steering Committee

August 3rd, 2023 – 9:00am-11:00am

Location: Contois Auditorium, Burlington City Hall

Meeting Minutes

Attendees

Sarah Russell, Marcella Gange, Scott Pavek, Community and Economic Development Office; Travis Poulin, Stephanie Smith, Paul Dragon, Champlain Valley Office of Economic Opportunity; Terry Kalahar, Howard Center; Jason Brill, Veterans' Affairs; Stephanie Bixby, Burlington Housing Authority; Jonathon Farrell, Tammy Santamore, Committee On Temporary Shelter; Will Towne, Spectrum Youth Services; Jane Helmstetter, Facilitator; Lindsay Mesa, Pathways; Megan Bridges, United Way Northwest VT; Erin Roelke, AgeWell; Thomas Moore, University of VT Med Center Mental Health Network- Comm Health Improvement; Will Vilardo, Supportive Services for Veteran Families at UVM; Kerri Duquette-Hoffman, Kristina James, David Riegel, Agency of Human Services; Virginia Finn, ANEW Place; Meghan Masterson, KidSafe Collaborative; Abby Erwin, Ari Kisler; Erin Cleere, Office of Economic Opportunity; Emily Korkosz, Turning Point Center; Alyssa Peteani, VT Housing Finance Agency; Meghan Morrow Raftery, Louise Masterson; Institute for Community Alliances; Elizabeth Gilman, United Way VT/ 211;

1. 2023 HUD Notice of Funding Opportunity (NOFO) Timeline and Ranking Committee

- a. VOTE 1: The HUD NOFO was released in mid-July and CCHA released the internal RFP. The first vote warned gives the ranking committee authority to clarify/vote on the ranking process as they review applications. We will have a vote on the final application prior to submission. We usually have an extraordinary meeting to approve the application. All information relating to the RFP may be found on the CCHA website here: <https://www.cchavt.org/funding/>
 - i. *VOTE Warned*: The Steering Committee votes to delegate authority to the Executive Committee to approve any aspects of the Consolidated Application submission process that fall outside of the schedule of regular CCHA meetings
 - ii. Will Towne makes motion, Travis Poulin seconded (unanimously approved)
- b. VOTE 2: To approve the scoring/ranking policy that was presented during the June meeting. There are no major amendments to the policy piece but we did need to adapt to reflect better the priorities of the CCHA, utilizing consultation from the VCEH.
 - i. *VOTE Warned*: CCHA Steering Committee approves the Ranking Policy and Project Application Scoring Tool for HUD CoC funding. The CCHA Steering Committee delegates to the Executive Committee any additional non-material changes to the scoring tool.
 - ii. Jason Brill makes motion, Alyssa Peteani seconded (unanimously approved)

2. Strategic Planning Committee Update

- a. We needed to learn from the past to understand past to inform our future. First step was to look at what we intended to do and that was a very rich review. Previous SP, Charter, CE evaluation, DEI language, mapping chart, etc. This was steps one- to see what we had planned to do. Next step was to look at what we actually did- and what happened. COVID had a big footprint on that time period as well. One part was taking a look at current conditions, what people would like to see changed, and what role the alliance should have.
- b. There were lots of valuable conversations (with over 100 people) with PLEH, leaders, staff, community members. From there we are working on sort these into themes and then thread the themes into strategies.
- c. Hoping by Sept. Meeting we will have those strategies solidified and will present to Steering Committee for reactions.

3. Emergency Motel Program Updates

- a. Kerri: Kristina James (ESD director) is here to answer questions. 7/25: 8 people who were in hotels and not in June cohort.
 - i. Effective last week people who go to a hospital-level of care will not lose their motel stay.
 - ii. The other change will allow people in the June cohort to attend 14 days or less of residential treatment (SUD, MH, PT, etc.) and return to the June cohort.



- iii. Last change is that people can renew up to 10 days early.
- iv. ESD is adding resources to help call wait-times go down.
- b. Kerri Duquette-Hoffman presented [slides with data on the number of households](#)
 - i. Burlington District new housing support staff: 1 panel manager; 2 housing case managers. These will be “bridge” case management.
- c. Ari Kisler: ESD worked with ICA to cross check the full list of households in June cohort statewide. ESD was able to narrow down cohort list to 430 people who are not enrolled in CE yet. There is a requirement that these households be enrolled in CE to remain in the cohort. ESD has asked all CoCs to review the list and work to outreach to these households to enroll them in CE. In Chittenden County, there are about 70 households who are not connected to CE and we are working on this.
 - i. Stephanie Smith: outreach teams are targeting these households not in CE to ensure we can enroll them. If someone in the June cohort, please connect with Stephanie and/or outreach team.
- d. Stephanie Bixby: Is it on anyone’s radar to shift the conversation from motels to prevention.
- e. Dave Riegel: As these discussions are happening, we have been able to do some modeling with the limited data that we have. More people are entering homelessness than we are able to house.
- f. Sarah Russell: Please ensure BHA rental assistance is represented on the housing retention sub-committee.

4. Coordinated Entry (CE) Hotel Priority Policy

- a. Operationalization of the priority policy for the June motel cohort; CE committee has already approved this policy in the interim and is now seeking final approval
 - i. *VOTE Warned*: The CE Committee requests the approval of the CCHA Steering Committee to approve the Hotel Priority Policy as presented.
 - 1. Travis makes motion, Kerri seconds; unanimously passes

5. AHS and Data-Sharing

- a. Dave Riegel reviewed goals of HMIS data sharing partnership. We do not want to duplicate efforts and systems; HMIS/CE is the system we need to use and looking at data through that system.
- b. CCHA will need to provide two individuals to sit on a data committee that will meet bi-weekly.
- c. Stephanie Smith: CE committee changed the language around de-identified clients (DV, etc.). There was a good conversation about the AHS data sharing and the CE committee was supportive of the AHS data-sharing agreement.
 - i. *VOTE Warned*: The CCHA agrees to AHS’s request of access to CCHA’s Coordinated Entry aggregated data in order to have a statewide dashboard tracking homelessness and housing in Vermont, this includes aggregated de-identified data (DV households and others who have not agreed to sharing).
 - ii. Travis makes motion, Will seconds; passes unanimously

6. Open Forum

- a. CVOEO is providing connectivity services (Travis handed out brochures, Affordable Connectivity Program)
- b. Stephanie Bixby: BHA/Summit/CHT will have 40 new homeless-dedicated units.
- c. Kerri Duquette-Hoffman will co-chair an ad hoc unsheltered committee will be established to address lack of emergency shelter capacity
- d. COTS will be hosting a back-to-school event on Saturday 8/5/23