

CCHA Steering Committee

September 7th, 2023 – 9:00am-11:00am

Location: Burlington City Hall, Contois Auditorium / Virtual

Attendees

Sarah Russell, Marcella Gange, Chanel Bastian, Community and Economic Development Office; Travis Poulin, Stephanie Smith, Champlain Valley Office of Economic Opportunity; Terry Kalahar, Elaine Soto, Howard Center; Jason Brill, Veterans' Affairs; Stephanie Bixby, Burlington Housing Authority; Jonathon Farrell, Committee On Temporary Shelter; Will Towne, Spectrum Youth Services; Jane Helmstetter, Facilitator; Lindsay Mesa, Pathways; Megan Bridges, United Way Northwest VT; Will Vilardo, Supportive Services for Veteran Families at UVM; Kerri Duquette-Hoffman, Kristina James, Agency of Human Services; Virginia Finn, ANEW Place; Meghan Masterson, KidSafe Collaborative; Ari Kisler, Office of Economic Opportunity; Alyssa Peteani, VT Housing Finance Agency; Meghan Morrow Raftery, Louise Masterson; Institute for Community Alliances; Ciara Kilburn, Steps to End Domestic Violence; Debbie Ingram, VT Interfaith Action; Jen Hunter, Cathedral Square; Caty Mara, Community Liaisons with Burlington Police Dept.; Mike Ohler, Taylor Thibault, Champlain Housing Trust; Sean Thomas, Housing and Urban Development; Diana Carminati, Strategic Planning Committee Consultant; Mark Eley, Economic Services Division; Suki Rubin, Community Member; Alicia Woodsby, Technical Assistance Collaborative

Meeting Minutes

1. Introductions and Announcements

- a. Lindsay Mesa- Pathways Vermont has been awarded a SAMHSA grant for the *Treatment for Individuals Experiencing Homelessness*. Click here to see the grant [NOFO](#)
 - i. Pathways Rural Outreach and Services (PROS), will engage with and connect Vermonters who are experiencing homelessness to existing resources and benefits to help meet their needs and improve their lives. [This document](#) provides additional information about the project and team. As a valued community partner to Pathways, we wanted you to be aware that we received the award notification and are developing and planning the next steps. We look forward to integrating with the vital outreach and services already happening in communities around the state to reach more Vermonters experiencing homelessness and serious mental health challenges. Please reach out to Pathways Assistant Director, [Lindsay Mesa](#), with any questions.
- b. Will Towne- Steering Committee Co-chair seat is up next month. Nominations and voting will take place at October's Annual Meeting
- c. "Rough Sleepers" by Tracy Kidder, "Urgent mission to bring healing to homeless people"
 - i. Book copies are available, contact Marcella for a copy or if interested in joining a book discussion
- d. Louise Masterson- Ascend Housing is joining HMIS
- e. Kristina James- Adverse weather memo usually comes out in October, be on the lookout for that
- f. Travis Poulin- As of July 1st, 3Squares VT has time limited benefits and exemptions for folks experience homelessness such as work requirements and folks aging out of foster care

2. Permanent Supportive Housing Medicaid Demonstration Overview // Alicia Woodsby, TAC Technical Assistance

- a. Stakeholder Listening Session- Conducted by the Technical Assistance Collaborative (TAC) on behalf of the VT Agency of Human Services (AHS)
 - i. [See Powerpoint for more information](#)



- b. Proposal- state applied to create a Medicaid PSH program to fill gaps in services, covering some of the most vulnerable population who are Medicaid eligible or have a Medicaid eligible dependent
 - c. Covers Housing navigation services, housing retention services, community transition services
 - d. Feedback is being collected from stakeholders and others, to be compiled and sent out, hope to be started in Spring
 - e. Contact Alicia Awoodsby@tacinc.org for more information
3. 2023 HUD Request for Proposals: Application Presentations // Marcella Gange, CCHA Collaborative Applicant/CEDO
 - a. *VOTE* Warned: The Ranking Committee requests approval of the 2023 HUD CoC NOFO and associated consolidated application, [seen here](#)
 - i. Thank you for reviewing and approving the local priority listing for the 2023 HUD CoC NOFO as submitted to you by the Ranking Committee.
 - ii. There are no reallocations during this year's process. The housing projects are improving performance –The CoC hopes that next year we will see some applications for new or expansion housing projects to fully utilize and expand our HUD CoC funding.
 - iii. Project listing submissions are **due by September 14th**
 - iv. This year we received one new/expansion funding request for the CE SSO project – according to the competition priorities this was approved for submission as the CoC Bonus project.
 - v. The two CVOEO Coordinated Entry SSO projects will be consolidated during submission and the CoC Bonus project will be an expansion of the remaining grant.
 - vi. Thanks from the Steering Committee to the Ranking Committee for their thorough review and assessment of this year's projects.
 - vii. For the consolidated application – we hope to have a draft prepared by September 21st and available on the CCHA website.
 - viii. Be on the lookout from email from Marcella regarding a **special meeting of the Steering Committee on the 25/26th** to approve submission of the final application
 - ix. The final version of the grant submission will be published on the website on the 26th, 2 days prior to the submission deadline of the 28th September, as required by HUD
 - x. Contact MGange@burlingtonvt.gov with any questions
 - b. Kerri Duquette-Hoffman (Agency of Human Services) made a motion to vote to approve the Ranking Committee request, seconded by Elaine Soto (Howard Center), with 14 votes yes, 3 abstentions, the motion carried
4. Vermont Veterans' Coalition on Homelessness (VVCH)// Jason Brill, Veterans' Administration
 - a. *VOTE Warned*: The VVCH requests approval from the CCHA Steering Committee on the following documents:
 - i. VVCH Coordinated Entry Policy
 1. Updated expectations and processes for veterans through Coordinated Entry



- ii. VVCH Governance Charter
 1. Expanded definitions of veterans across programs
- b. Travis Poulin (CVOEO) made motion to vote to approve the VVCH request, seconded by Ari Kisler, with 15 votes yes, 2 abstentions, the motion carried
5. Housing Retention Sub-Committee (HRSC) Update // Jen Hunter, Cathedral Square Corporation, HRSC Co-Chair, Jennie Davis, Champlain Valley School District, HRSC Co-Chair
 - a. *VOTE* Warned: The Housing Retention sub-Committee requests approval from the CCHA Steering Committee to work in partnership with the Balance of State CoC and State AHS Partners to identify a mutually agreed-upon and expanded definition for “at-risk of homelessness” for service-only intervention.
 - i. Proposal to expand definition of being “at-risk of homeless” to increase accessibility for prevention services
 - ii. Will not change the definition used for funding interventions/ HOP
 - iii. Member suggested CCHA should advocate the definition change to the federal government (HUD) using CCHA data to show the necessity of ‘upstream’ interventions as being crucial in ending homelessness
 - b. Sarah Russell made a motion to vote to approve HRSC, motion seconded by Will Towne, with 16 votes aye, 1 abstention, the motion carried
6. Coordinated Entry (CE) Outreach Efforts // Stephanie Smith, Coordinated Entry, CCHA; CE Committee Co-Chair
 - a. Extensive outreach efforts have been made since hotel/motel program closing
 - b. Expanded efforts to enroll folks in CE in order to stay in program, 60 new hh enrolled
 - c. Thanks to the outreach teams that went above and beyond their normal duties to make this happen
7. Emergency Motel Program Updates // Kerri Duquette-Hoffman, Agency of Human Services (AHS) Kristina James, Burlington Economic Services
 - a. [See powerpoint for more information](#)
 - b. 6/30 Cohort- can renew up to 10 days before check out, via phone or in-office
 - c. Auto-renewal for eligible folks was piloted in August
 - d. 20 new staff have been added to call center to assist with increasing access
 - e. Contact Kerri.Duquette-Hoffman@vermont.gov or AHS.DCFCommunications@vermont.gov with any questions
8. Strategic Planning Committee Update // Nicole Kubon, Strategic Planning Committee Co-Chair/Steps to End Domestic Violence Sarah Russell, Strategic Planning Committee Co-Chair/CEDO
 - a. Strategic Planning Consultant Diana Carminati synthesized data and feedback received from member listening sessions and outreach to people with lived experience, compiling a list of overarching strategies heard, the sub-committee met to discuss and prioritize the strategies
 - b. An update on the strategic plan will be given at the October Steering Committee Annual meeting



9. October Annual Meeting Planning // Kerri Duquette-Hoffman
 - a. Outreach sub-committee will be meeting to plan and discuss the meeting logistics
 - b. To be held October 5th 4:30-6:30pm in Contois**
 - c. Governance document to be updated as part of annual process, send feedback/input to Sarah and Will
 - d. voting will be held on slate for executive committee, voting members, and committee membership

10. Open Forum