

# Chittenden County Homeless Alliance Coordinated Entry Committee Meeting

Wednesday, January 8th, 2025  
8:30AM – 10:00AM

Link: <https://uvmcom.zoom.us/j/94617825919>

## MINUTES

1. *Introductions and Announcements* (5 min)
2. *CE Updates – Stephanie Smith* (15min)
  - a. ESD is not collecting disability data since their database is not compatible, which means CVOEO will need to do more work to establish the true count of our chronically homeless population. The PIT count will be held the night of January 22/23. There is a PIT training for surveyors on January 13<sup>th</sup>. There is also another PIT training for lead agencies on January 15<sup>th</sup>.
  - b. Stephanie will host an upcoming CE assessment training at the CHRC meeting. Most families entering CE have case management now; this has been a recent, positive change. CE will be operating with fewer case managers in 2025.
3. *Co-Chair/HUB Meeting Review* (30 min)
  - a. There was concern regarding lack of resources, which has been leading to the CE backlogs. The hubs have decreased the backlog, and they are now only a couple of weeks behind. The true issue is a lack of resources to serve people once they are included in the CE system.
4. *Updating Policies and Procedures Discussion* (30 min)
  - a. The co-chairs would like to bring in HUD technical assistance to help reorganize the CE policies and procedures to align with the newly updated Governance Policy. The policies and procedures were written before CE was created, so there are a lot of updates needed to reflect the true system as it exists today. Specifically, there are HUD specific requirements included in the CE policies and procedures that we need clarity on to know what we can change without risk to funding. Marcella suggested the Executive Committee should be involved in any requests for technical assistance from HUD, since they are in the middle of a similar request with HUD.

Taylor mentioned the CE Committee should dial in the specific request as to what we would like to see technical assistance for. She mentioned a working group could be established, within the Committee, to split up the work of reviewing the lengthy policies and procedures document for CE. Ari mentioned HUD will be limited in their ability to provide technical assistance without specific direction as to which sections need updating.

5. *Other Business*

*(10 min)*

- a. Will Towne mentioned HUD funding for public housing authorities is going to be less for 2025. Burlington Housing Authority is suspending any vouchers that are not currently in use, even folks who are currently searching for apartments with vouchers. This will cause a significant disruption to the Coordinated Entry System. We will ask Stephanie from BHA to attend the next Steering Committee meeting to answer questions about the new changes from HUD.