

Chittenden County Homeless Alliance (CCHA)
Steering Committee Meeting Agenda
Thursday, September 5, 2024; 9:00am – 11:00am
Contois Auditorium, 149 Church Street, Burlington

Attendees

Sarah Russell, Chanel Bastian, CEDO; Travis Poulin, Adam Hall, Stephanie Smith, CVOEO; William Vilardo, SSVF at UVM; Christina B., Spectrum and Youth Services; Elaine Soto, Howard Center; Molly Shriver-Blake, Pathways; Kristina James, Economic Services Division; Stephanie Bixby, Burlington Housing Authority; Taylor Grimes, Ari Kisler, Abby C., Office of Economic Opportunity; Elaine Soto, Howard Center; Jen Hunter, Cathedral Square; Ken Schatz, Sharon C., LUND; Lacey Smith, Community Liaisons, BPD; Jason Brill, Veterans Affairs; Thomas Moore, Justin Graham, UVM; Kerri Duquette-Hoffman, Agency of Human Services; Virginia Finn, Elizabeth Gilman, United Way; Maggie Pierce, Ben Goodwin, Terri Kingeter, ANEW Place; Tammy Santamore, Jonathan Farrell, Committee On Temporary Shelters; Meghan Morrow Raftery, ICA; Ciara Kilburn, Steps to End DV; Taylor Thibault, Champlain Housing Trust; Emily Korkosz, Turning Point of Chittenden County; Alyssa Peteani, VT Housing Finance Agency; Holly Rossi, Francine Mbayu, Dismas House; Eric Fanning, Legal Services VT; Will K., Safe Harbor; Robert Harris, Community Member; Mia Thompson, Community Health Center of Burlington

Minutes

1. **Introductions and Announcements** Kerri Duquette-Hoffman, Agency of Human Services
 - a. Food Shelf at Feeding Chittenden/ CRC will be closed for October and November

2. **Vermont Homeless Management Information System (HMIS) Policies and Procedures //** Meghan Morrow-Rafferty, Institute for Community Alliances
 - a. ***VOTE* Warned:** *To approve the 2024-2025 Vermont HMIS Policies and Procedures*
 - i. **Motion made by Sarah Russell seconded by Travis Poulin, 19 votes aye, 0 nay, motion carries**
 - b. *Policy gets updated every year, may change to every 2 years*
 - c. *2-Factor Authentication will be starting as a method of increasing security as well as allowing ICA to purchase Cyber Insurance*

3. **Coordinated Entry (CE) and Built for Zero Data Review //** Stephanie Smith, Coordinated Entry, CCHA, CE Committee Co-Chair
 - a. July data review, posted to the website with related documents

4. **Strategic Planning Retreat Report-out //** CCHA Strategic Planning Committee
 - a. Working with leadership of each sub-committee to begin implementation of the strategic plan
 - b. Governance charter to be updated before community meeting in October
 - c. Strategic Planning Committee will introduce template for implementation tracking and report-out during Steering Committee meetings

5. **General Assistance FY25 Emergency Housing Program //** Presentation: Jessica Holmes, Economic Services Division; Discussion: Local Impacts
 - a. Expect to see a large number of folks reaching their 80-day limit by September 19th
 - b. Room caps to begin Sept 15th, until Adverse Weather opens up on Dec 1st -April 1st
 - c. ESD will implement a priority policy when statewide room capacity reaches 90% of the 1100 cap, see presentation for more information

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- d. Benefits specialists are available and ready to assist folks with their eligibility a number of remaining nights under their cap, folks can call the number or come into the office, larger number of staff will be available to assist with increased demand
 - e. Discussion:
 - i. Night Caps counts are suspended during AWC eligibility
 - ii. Coordinated entry is required to maintain participation
 - iii. 211 will not be handling intakes while the call center is open, during that time they will be doing 'warm transfers' to the appropriate call center
 - iv. There seems to be confusion from folks that ESD and 211 are operating the same housing program, rather than the idea that ESD can no longer provide emergency housing but 211 can
 - v. Question around the verification of stalking and dating violence, ESD believes the verification requirement will be relaxed and should get less calls but will need to follow up with STEPS and other agencies to verify for the call center admin
 - vi. Question about referrals to shelters outside Chittenden County if the bed cap limit is reached, transportation is not directly provided but resources to connect to transportation are
 - vii. Questions around what will happen to families with children once their 80-night limit is reached? Ultimately up to the family shelters and dependent on their capacities, no prioritization policies are currently in place but will need to be discussed. Prioritizations can be made but need to be careful not to exclude people based on being members of a protected class
 - viii. Point raised that the alliance should be shifting more resources from unsheltered folks to homelessness prevention to slow down the rate of folks entering homelessness. Housing retention subcommittee recognizes and is working on this issue
6. **HUD CoC NOFO Application Process and Ranking Tool** // Sarah Russell, CEDO (on behalf of Marcella Gange, Collaborative Applicant)
- a. ***VOTE* Warned:** *The CCHA Steering Committee accepts the Scoring and Ranking Tool for the FFY2023 HUD CoC NOFO Process*
 - b. **Jen Hunter made motion to approve, seconded by Travis, 13 votes aye and 4 abstentions, Motion carries**
4. **HUD CoC Builds NOFO** // Sarah Russell, CEDO (on behalf of Marcella Gange, Collaborative Applicant)
- a. New NOFO released this year, orgs should express interest to Marcella, this money goes to capital building projects, one application will be submitted on behalf of Chittenden COC, LOI due Sept 20th
5. **Camden Coalition** // Kerri Duquette-Hoffman, Agency of Human Services
- a. AHS initiative around team-based care, contracted with Camden Coalition agency to look at Vermont data and assess existing gaps

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- b. Looking at ways to improve communication between first responders and service providers regarding assisting unhoused folks, issues around HIPPA and other privacy measures preventing responders from gaining help from outreach workers, especially dealing with folks experiencing frequent overdoses; other gap area of unhoused folks using emergency rooms as a temporary shelter space
6. **General Assistance Emergency Housing Program Task Force** // Frank Knaack, Housing and Homeless Alliance of Vermont; Sarah Russell, CCHA Co-Chair, CEDO
- a. Meetings are open to all and held hybrid or in Waterbury
7. **Open Forum**
- a. Folks with lived experience are eligible for a \$25 stipend and should connect with Travis Poulin
 - b. The next community meeting is on Thursday, October 3rd, at 4:30pm at the First Congregational Church of Burlington
 - c. HHAV hosting first annual meeting in Barre, September 26th @9:30-2pm discussing legislative and other issues
 - d. Motion made to adjourn by Lacey Smith

Note to attendees:

We encourage questions and participation in discussion and place great emphasis on hearing from people with lived experience of homelessness and/or housing insecurity. If you are a person who has lived experience, you will be provided with a stipend for attending; please let us know after the meeting concludes. Please reach out to us prior or let us know when you arrive at the meeting should you need any accommodation(s).

Thank you so much for joining us.