

Chittenden County Homeless Alliance (CCHA)
Steering Committee Meeting Agenda
Thursday, November 7, 2024; 9:00am – 11:00am
Contois Auditorium, 149 Church Street, Burlington

Present: Meghan Morrow-Raftery, ICA; Katheryn Houck; Will Towne, Spectrum; Christina Brown, Spectrum; Robert Harris; Meghan Masterson, KidSafe; Lacey Smith, BPD; Jen Hunter, Cathedral Square; Stephanie Bixby, BHA; Hodan Musu, HUD; Abby Canar, OEO; Jane Helmstetter; Adam Hall, CVOEO; Jeanine Garella, CVOEO; Cali Griswold, AgeWell; Ciara Kilburn, Steps to End DV; Maggie Pierce, ANew; Molly Shriver-Blake, Pathways; Frank Knaack, HHAV; Megan Bridges, United Way of NW VT; Jen Wright, Ascend Housing Allies; Elaine Soto, Howard Center; Kerri Duquette-Hoffman, AHS; Taylor Thibault, CHT; Sam Heim, Spectrum; Jonathan Farrell, Cots; Taylor Grimes OEO; Virginia Finn, United Way; Ari Kisler, OEO, Sarah Russell, CEDO; Marcella Gange, CEDO; Jennie Davis, CVSD

1. Introductions and Welcome 10 mins

Kerri Duquette-Hoffman, Agency of Human Services

Announcements:

- Community Health Needs Assessment has been released; paper copies are available
- Consolidated Application has been submitted on behalf of CCHA
- Cots: conditional approval for 58 Pearl property; hoping for mid-Jan start date

2. Open Forum

3. Coordinated Entry (CE) and Built for Zero Data Review 10 mins

Stephanie Smith, Coordinated Entry, CCHA; CE Committee Co-Chair

- CE data presented and will be sent out with the minutes
- Not include in CE data report: 350+ people sleeping unsheltered
- 89 families, up from 86 last month
- 20 HHs housed in Sept
- Request for data related to length of wait time from entry to CE until connection to case manager; Stephanie Smith will follow-up on and present at next meeting; how many HHs are enrolled in CE and waiting to be connected?
- 70 HH waiting on prevention funds
- Lags in connection to case management are largely due to lack of staffing
- Family supportive housing, Cots (3 staff at Cots; 2 at Howard Center); 41 households enrolled; have capacity for 75
- Housing Navigation Capacity Assessment will be completed and shared at next meeting
- Request for 65+yrs to be included in the CE data in the future

4. CCHA Governance Charter 15mins

CCHA Strategic Planning Committee

***VOTE* Warned:** *To approve the Chittenden County Homeless Alliance Governance Charter*

Sub-committee updates have been drafted in partnership with sub-committee members and reviewed by the Strategic Planning Committee. No written edits were submitted to SP Committee.

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Travis Poulin made a motion to approve Gov Charter as presented; Robert Harris second; 16 yes; 0 no; 0 abstentions.

5. CCHA Executive Committee 5 mins

Will Towne, Spectrum

***VOTE* Warned:** *Approve the following nominations for the Chittenden County Homeless Alliance Executive Committee:*

- Marcella Gange, CEDO: Collaborative Applicant (term: 2024-2025)
- Travis Poulin, CVOEO: Treasurer (term: 2024-2025)
- Kerri Duquette-Hoffman, Agency of Human Services: Facilitator (term 2024-2025)
- Sarah Russell, CCHA Co-Chair (term: 2024-2027)
- Lacey Smith, CCHA Secretary (term: 2024-2025)

Will Towne presented Executive Committee slate for vote; Will made motion to accept the slate as presented; Jane Helmstetter second; 13 yes; 0 no; 5 abstentions.

6. CCHA Slate of Voting Members 5 mins

Taylor Thibault, Champlain Housing Trust

***VOTE* Warned:** *Approve the 2024-2026 Slate of Voting Members*

- Adding interim voting member for ANew
- Adding Spectrum (mistakenly removed)
- Cali Griswold (spelling change for AgeWell)
- Adding Jennifer Wright Ascend Housing Allies as new voting member
- Removing Ken Schatz (interim ED); adding Kim Laroche from Lund as voting member

Taylor made the motion; Travis second; above members were amended; Will made friendly amendment to include above noted changes; Taylor and Travis agreed; 19 yes; 0 no; 0 abstentions.

7. CCHA Sub-Committee Chair(s) 10 mins

Taylor Thibault, Champlain Housing Trust

***VOTE* Warned:** *Approve the nominations for the Chittenden County Homeless Alliance Strategic Planning Sub-Committee*

***VOTE* Warned:** *Approve the nominations for the Chittenden County Homeless Alliance Coordinated Entry Sub-Committee*

***VOTE* Warned:** *Approve the nominations for the Chittenden County Homeless Alliance Outreach and Membership Sub-Committee*

***VOTE* Warned:** *Approve the nominations for the Chittenden County Homeless Alliance NOFO Sub-Committee*

***VOTE* Warned:** *Approve the nominations for the Chittenden County Homeless Alliance Ranking Committee Sub-Committee*

***VOTE* Warned:** *Approve the nominations for the Chittenden County Homeless Alliance Data/PIT/HMIS Sub-Committee*

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- Meghan Masterson nominated as co-chair of Outreach and Membership
- Sarah made motion to second Meghan's nomination and approve slate; Robert Harris second. 19 yes; 0 no; 0 abstain

8. Responding to Unsheltered Homelessness 20 mins

Paul Dragon, Champlain Valley Office of Economic Opportunity

- CVOEO, working with City of Burl, was able to secure funding from CHIC Emerging Needs Grant; supporting up to 7 families to stay at Harbor Place. Funding is flexible so could also be used at the end of the season (after AWC). Five HHs have been placed at HP under this temporary program.
- Prioritizing unsheltered families
- CRC renovations have been shifted to 4/15/2025; actively searching for alternative location to serve food/resources
- Champ Inn seasonal beds hope to be open by Jan 1

Kerri Duquette-Hoffman, VT Agency of Human Services

Williston Family Shelter Update:

- Seven-family capacity at the new Williston Shelter; six families now
- Message has been sent to CCHA listserv with instructions to apply
- Waterbury shelter has 10 HH capacity and has one family now
- If family has not accessed motel stay, they will be referred to the shelter first in their district as long as there is shelter capacity within their home county
- Criminal background checks are required; pets not allowed
 - Triggers for criminal background checks are not available; policy team reached out to local shelters to understand
- Kerri is the person who is coordinating services for each of the families; please reach out to Kerri if you are able to provide youth/family services

Extreme Cold Shelter

- AWC includes only categorical eligibility (as has for the last 16 years)
- We currently do not have operator for the Extreme Cold Shelter in Chittenden County
- State can assist with MRC and others but operator is needed to take lead
- Extreme Cold Shelters operate for 2-5 days, funding support from OEO
- Miller Center in Burlington is designated location
- VT Emergency Management determines when these extreme weather shelters will open

Charter House, Middlebury

- Opened seasonal beds (4-8)

Good Sam, Montpelier

- 20 seasonal beds now open

9. Lund Family Services 20 mins

Ken Schatz, Lund Chief Operation Executive, President, or designee

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Presentation and Q&A

Presentation slides will be sent out/posted with meeting minutes.

There are openings in Lund's Residential Treatment Program; please make referrals for people who may be a good fit. Do not allow people who are actively using but work very closely with in-patient treatment programs so people can transition from in-patient. Average stay is 12-18 months. Case manager works to ensure they are on housing lists to be able to transition to permanent housing from residential treatment program. Participant staying in residential treatment do not meet HUD homeless criteria until they are within two weeks of discharge.

Do not have zero tolerance substance policy; case-by-case basis.

Home visiting can be available for people who are homeless as well; working to support families at the Williston shelter; PAT is just coming on-board now so there are no families enrolled but will be building caseload soon. Referrals can be submitted via CIS as well but PAT is not connected to CIS; referrals can also be

10. Sub-Committee Updates (as time allows)

Coordinated Entry
Housing Retention
Strategic Planning
Outreach and Membership
NOFO and Ranking
Veterans

11. Prevention Funding

1. OEO was able to identify about \$800k additional funds for HOP financial assistance (typically used for prevention); OEO will do an analysis of spending after Q2 and may reallocate based on utilization. These are one-time funds.
2. Travis: new funding brought us to 50% of budget from last year; no changes to criteria right now but may need to discuss expanding this and adjusting criteria.
3. VSHA has funding for eviction prevention beginning next week: they have held two trainings around eligibility criteria. Applications can be submitted online. Training announcement and eligibility criteria will be sent out to CCHA listserv.

Meeting adjourned 10:53am.