

Chittenden County Homeless Alliance (CCHA)
Steering Committee Meeting Agenda
Thursday, October 3, 2024; 4:30pm – 7:00pm
First Congregational Church, 38 South Winooski Ave, Burlington

1. **Introductions and Welcome** // Kerri Duquette-Hoffman, Agency of Human Services
2. **General Assistance FY25 Emergency Housing Program** //
 - a. Presentation: Kristina James, Economic Services Division (5mins)
 - i. Changes to 'night caps' and eligibility requirements
 - ii. When room capacity reaches 90%, the eligibility requirements will further tighten
 - iii. Adverse Weather Condition categorical eligibility goes into effect 12/1/24-3/31/25
 - iv. See presentation posted with meeting materials
 - b. Discussion: Local Impacts of Changes
 - i. Item led into shelter updates, see information below
3. **Shelter Updates**
 - a. COTS
 - i. Daystation, Drop-In Center- 700~ unique individuals reported in one quarter. Averages between 60-100 people a day, anecdotally working with a lot of folks new to the agency
 - ii. Family shelter is currently full with 36 families on the waitlist. Have seen 15 movements over last 9 months. Average stay is 6 months
 - iii. Working to open a Winter Shelter for Dec 1st, waiting on a space to be approved before the State Grant application can be approved
 - b. Community Resource Center-
 - i. Sept, 762 unduplicated individuals, 2600 visits, 5000~ meals given, 367 of the 762 folks assisted identified as unsheltered
 - c. Champlain Place-
 - i. Renovations in process, working on getting 30-bed warming shelter in place before December
 - d. Steps to End DV-
 - i. Seeing a lot of families with children
 - e. Spectrum-
 - i. Nightly shelter is open, 46% LGBTQ, 48% BIPOC, seeing an issue with an increase in the level of assistance folks need to just complete intake
 - f. CHT
 - i. Elmwood Pods-
 1. Shelter is full, 160 unique individuals on waitlist,
 2. Request for outreach and other direct service staff to provide updates on contacts and housing status to CHT, contacting unsheltered folks is a challenge and causes longer than desired turnover
 - ii. Harbor Place-
 1. 7 beds dedicated to UVM Health, utilization has increased since creation and is nearly full
 - g. Outreach workers-
 - i. Seeing a large increase in unsheltered folks with no experience in being unsheltered or experience with living outdoors

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- ii. Seeing levels of different needs, such as families, older folks, and people with medical needs which can be challenging for outreach workers to gauge what folks need and how to approach the situation
 - iii. Would like to host a winter clothing drive
 - iv. Seeing older folks who are reaching their night caps having to live in their cars
 - v. Lack of phones now that government phones are not as available
 - vi. Increase in folks utilizing ED for medical events, could be stress related but nevertheless impacting the community
 - h. North Beach Campground
 - i. 6 families currently registered
 - ii. 15 campsites set aside
 - iii. Money from City set aside for providing resources like bathrooms and trashcans. Discussions are being had about places in the city where camping is allowed
 - i. Burlington Police Dept-
 - i. Increase in 'undocumented people' including 10 families from countries across the world, seeking assistance of any kind
- 4. Open Forum**
- a. No sign-ups for Open Forum

10 minute break

- 5. NOFOs Update // Marcella Gange, Collaborative Applicant, on behalf of the Ranking Committee**
- a. COCBuilds NOFO- No applications received at this time. Exec Committee will continue to work to identify potential partners
 - i. COCBuilds Is funding to build, acquire, or otherwise develop a project for Permanent Supportive Housing, see CCHA website for more information
 - 1. Question about if the projects have to be new or can be already in process
 - 2. Question about what size units are needed, BHA says one and two-bedroom sized units are most in demand and easiest to fill
 - 3. CE says most individuals referred are single individuals, only ever 1 family
 - b. ***VOTE* Warned: To approve the ranking of applications for the 2024 CoC HUD NOFO**
 - i. Motion moved by Will Towne, second Kerri DH 11 votes aye, 0 opposed, 7 abstentions
 - ii. Timeline for 2024 COC HUD NOFO to complete consolidated application will be through the end of October. There will be a Special Meeting Thursday October 24th to approve submission of application. The application submission will be available on the [CCHA funding webpage](#). Please contact Marcella Gange mgange@burlingtonvt.gov with any questions
- 6. CCHA Governance Charter // CCHA Strategic Planning Committee**

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- a. ***VOTE* Warned:** *To approve the Chittenden County Homeless Alliance Governance Charter*
 - i. **Some discussed highlighted changes:**
 1. Page 3, section 4- changed to allow the charter to be reviewed and approved more than once a year
 2. Page 4, Section 5.2- All CCHA meetings are open to the public
 - a. Discussion around which meetings are open to the public, CE meetings are open to public but CRHC portion of meeting can be held in executive session
 3. Page 5, section 1: changed to 10 but noting it needs to be an odd number, the proposed number is 9
 4. Page 5, section 3.3- discussion around term-length for co-chairs and changing the language from ‘maximum’ terms to ‘consecutive’; discussion around current process for nominating sub-committee
 - a. Request from VA Subcommittee to be excluded from governance committee and instead include link to VA Governance Charter which was approved by both Vermont COCs
 5. Pg 7, section 1.1- Nominations are encouraged to go out with the minutes but must also be accepted day of meeting
 6. Pg 10, section 1.1 B- Discussion of the language around the executive committee role in “mediating points of tension” and whether it can be changed to read more supportive, though language came directly out of strategic plan themes
 - ii. Motion made Nicole Kubon to suspend meeting agenda until next meeting due to time limit
7. **CCHA Executive Committee //** Taylor Thibault, CCHA Co-Chair
 - a. Item suspended until next meeting
8. **CCHA Slate of Voting Members //** Kerri Duquette-Hoffman, AHS
 - a. Item suspended until next meeting
9. **CCHA Sub-Committee Chair(s) //** Kerri Duquette-Hoffman, AHS
 - a. Item suspended until next meeting
10. **Coordinated Entry (CE) and Built for Zero Data Review //** Stephanie Smith, Coordinated Entry, CCHA; CE Committee Co-Chair
 - a. Item suspended until next meeting
11. **Sub-Committee Updates (as time allows)**
 - a. Item suspended until next meeting

Note to attendees: While all of our meetings are open to the public, the Chittenden County Homeless Alliance hosts two community meetings each year with a focus on larger themes and community-wide initiatives. During our community meetings, all members present are able and encouraged to vote on any action items. We do our best to not use acronyms during our meetings to ensure accessibility.

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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.