**Vermont Coalition to End Homelessness Monthly Meeting**

Vermont Enterprise Center, Randolph, VT

March 26, 2013

**Attendance**:

**In person:** Daniel Blankenship (VSHA), MaryEllen Mendl (VT 211), Andy Lowe (SSVF), Lesley Martin-Lewis (VT Office of Veterans Affairs), Chris Daly (VT Economic Services), Sarah Phillips (OEO), Amy Perez (CVCAC), Kathy Metras (NEKCA), Brian Smith (DMH), Jamie Preston (CSAC), Jeanne Montross (HOPE), Chris Husmann (VA), Liz Whitmore (DOC), Deborah Hall (RCHC)

**On the phone:** Kimberly Woolaver (GSH), Whitney Nichols, Jan Rossier, Erhard Mahnke (VAHC), Linda Ryan (Upper Valley Haven), Dan \_\_\_\_ (Brattleboro),

**I. Introductions & Announcements**

1. Sarah Phillips announced that a draft of the state’s Consolidated Plan is posted on the DEHCD website.

2. Daniel Blankenship announced that CoC grants have been awarded for the first tier of applicants; the second tier will be announced in the next 60 days. Because of delays, they are holding off on Shelter Plus Care.

**II. Officer Elections**

Nominating Committee offers the following nominees:

* Co-chair, Kathy Metras
* Secretary, Jan Rossier
* Treasurer, Amy Perez

1. *MaryEllen Mendl motions to approve the slate of candidates as presented.*

2. *Daniel seconds*

Candidates as presented elected in to respective offices

\* *This is for the interim period until July 2013, but candidates will stand at next election period.*

**III. RFP Updates** **– Sarah & Chris Daly**

1. **Family Supportive Housing RFP**
2. For Burlington, Brattleboro, and Rutland.
3. Due: April 2, 2013.
4. Will fund supportive case management for families in temporary housing
5. **Community Housing Grants RFP**
6. Statewide – one proposal for each district
7. Due: April 26, 2013
8. Funding for homelessness prevention and case management, optional transitional housing.
9. **Emergency Solutions Grant RFP**
10. Will be released in late April, due in May
11. The timing of the RFP is in place so that you will know your award for the Community Housing Grant when you apply for ESG.

**IV. PIT Committee Update**

1. Daniel Provides background and passes around proposed timeline for PIT Report.
2. Jeanne states that we are on track with timeline for the PIT Count. Asks what does this Continuum want to do with our data?
3. Discussion about data use and submitting a data request to the Data Quality Management Committee (DQMC)
4. Brian: the data belongs to the individual; we have to consider the entity we are giving it to and personal privacy.
5. There were pieces in the request that were not detailed. We need more specific explanation of what will happen to the data.
6. Need to consider
   * What is happening with the data
   * Who has what tasks
   * How they will be delegated
7. Sarah provides background – Because the PIT workgroup wanted to do a statewide-unduplicated count, this data is the combined Chittenden and BoS CoC data.
8. MaryEllen states that she wasn’t aware of lead-time because the PIT workgroup was just handed the data last year. When Angus asked MaryEllen to form PIT workgroup, he asked her to create the PIT Report, as well.
9. Discussion of “*raw data*” definition
10. Jamie states that we need to consider:
    1. Who we release our data to and
    2. Who has the right to release it?
11. Sarah explains that we need to consider/answer:
    1. Broader policy discussion
    2. Logistical questions and timing for both groups.
12. The PIT workgroups needs to meeting with DQMC and make some recommendations.

**Considerations:**

Daniel states that there is a timeline and if we do it like we have in the past – getting aggregate data – then that would in place with past policies. MaryEllen explains that the timelines reflects what we need for HUD and statewide report – this information/policy concerns only the publication of the statewide report because the HUD deadline is firm. Sarah states that the hope would be to submit strong, timely data in part for the Vermont Council on Homelessness.

**Process – Jeanne**

Could the DQMC meet and make a recommendation to the Steering Committee and present policies and guidelines at April’s meeting?

This would be deciding

* Who gets data?
* In what form?
* Definition of data

At the next meeting, we will have decided if this data will get release to the PIT workgroup

**V. Olmstead Update – Whitney & Brian**

1. Housing for people with disabilities; targeted toward allowing people to live more independently
2. Want to find a project that deals with housing
3. DMH hopes people could have more independent, less clustered housing. Wonders if the VCEH could support a partnership project.

Brian suggests bringing it to the next VCEH Steering Committee meeting

**VI. Discussion of VCEH Legislative Priorities**

In the past, we have been very aligned with VAHC Legislative priorities. Would like to discuss having our own.

1. Linda states that we should support in full
2. Jeanne states that she wants to make sure that we are all paying attention and invested.

No discussion.

1. *Linda motions that we accept VAHC priorities.*
2. Amy asks if there is something that doesn’t fall in line with the Coalition or our policies.
3. *Josh seconds.*

*Abstentions: Daniel, Liz, Sarah, Chris Husmann, Brian, and Chris Daly*

**VII. VT 211 Update – Chris Daly**

1. There have been questions raised around the identity of shelters and making sure that continuum members understand the referral process. People were told by 211 that without photo ID they could not be sheltered, but people could vouch for them in districts.
2. There has been a lot of discussion about the amount of verification needed for shelter housing.

Discussion about photo ID/vouching process.

1. Jeanne suggests a contact person to call after hours

5. Chris states that there are some guidelines in place, but with cold-weather exemptions, individuals would still be housed even if they didn’t follow the rules. They have shifted to making more policies to honor the guidelines.

**VIII. Chittenden CoC Updates**

**Goals**:

* To support continuous improvement in agencies in relation to aggregate/peers and more information for internal performance improvement.
* To contemplate if we are considering the right things
* Promote best practices in the Continuum as a whole – peer sharing
* Support accountability in the CoC as a whole.

1. Wants to collate performance measurement from across the state at a “symposium” to show state members how they score individually and with peers. There will be discussion of this in breakout sessions with groups, as well.
2. The idea is to hold the symposium in May. Chittenden would invite BoS to participate
3. Next meeting: April 8, 2013. Could provide follow-up conversations in CoC meetings.

\*There is interest from BoS Continuum in participating.

**IX. Topics for Discussion – Meeting format**

* Daniel: Researching Rapid-Rehousing –wants to talk to peer about what this means and how to do it.
* Jeanne: Discussion on case-management techniques. Would like to come up with a list and start prioritizing, scheduling.
* Kathy: After performance reviews and scoring, we don’t want to lose sight of working together and best practices.
* Deborah: We need to be able to support each other in spirit.

**Brainstorming topics for discussion:**

1. Best practices – case management (Deb)
2. HPRP option (Daniel)
3. Providers volunteering to showcase what they see as their best practices.

Lesley: Believes that there is a legitimate place for people to present what they believe works, even if it not an official “best practice”. Wants to keep people invested and interested to avoid sterility of topic.

Linda: We used to have a 2.5-hour meeting with data meeting beforehand in order to move away from business. The 2.5-hour meeting would focus on topics of interests.

Kathy: RBA is a good place to start next meeting.

**X. Score Cards for SSVI & Shelter Plus Care – Richard**

1. 90% + completeness
2. PIT preliminary numbers – a little less than 1900 have been counted.
3. HUD PIT form in complete draft form

**Next month:**

10:00am – 12:00pm meeting

Lunch

12:00 – meet for RBA exercise