

Vermont Coalition to End Homelessness Monthly Meeting Minutes *Approved 8.16.16*
July 19, 2016

St. John's Episcopal Church, 15 Summer Street, Randolph, VT or via phone

In Attendance in person: Beth Meyer - AOE, Erhard Mahnke - VAHC, Renee Sarao - VISTA VAHC/VCEH, Geoffrey Pippenger - AHS - DCF/ESD, Ashley Lowe - SOV-CO, Brian Smith - DMH, Liz Genge - Downstreet, Elizabeth Eddy - BROC, Lauren Higbee - Youth Services Windham, Pat Burke - SEVCA, Joe LeClair - Samaritan House, Renee Weeks - UVH, Margaret Bozik - CHT, Meghan Morrow - ICA, Brooke Jenkins - Good Samaritan, Whitney Nichols - Consumer Advocate, Jim Bastien - VA, Elizabeth Ready - JGH&S, Peter Kellerman - JGH&S, Holly Olio - NCSS, Daniel Blankenship - VSHA, Sarah Grandchamp - HPC, Ashley Greenfield - HPC, Deborah Hall - HPC, Sarah Phillips - AHS-OEO, Shaun Gilpin - DHCD

In Attendance on the phone: Linda Anderson - Capstone, Faye Grearson - Twin Pines, Marie Cargill - NEKHS, Jennifer Allen - ICA, Lisa Pitcher - Our Place Drop In

In Attendance officers: Sara Kobylenski Co-Chair - UVH, MaryEllen Mendl Co-Chair - 211

- Meeting called to order ~ 10:10 by Sara K.
- Introductions
- **Sarah P. moves to accept minutes from last meeting, Erhard seconds**
 - Motion amended for minutes to include correction of Marie Cargill name.
 - *Motion unanimously approved*
- Treasurer's Report by-passed (treasurer not in attendance)
- Committee Updates:
 - Point-In-Time Committee (PIT) - no report today
 - Homeless Management Information System - *Rebeka*
 - Completed review of Policy and Procedures Manual; Institute for Community Alliances (ICA) to respond to outstanding questions
 - Updated version will be brought to VCEH for review and approval
 - ICA Report - *Meghan*
 - HUD is requiring a system performance report to be submitted 8.1.16
 - Draft report will be posted on VCEH website (providers are still fixing data)
 - Reporting period is (10/1/12 - 9/30/2015)
 - Six measures of Performance in report:
 - Length of time in homelessness
 - People who exit to permanent housing returning to homelessness
 - Number of persons experiencing homelessness (change in PIT counts of sheltered/unsheltered persons)
 - Employment and income growth
 - Persons becoming homeless for first time
 - Successful placement from street outreach and successful placement in permanent housing

- Legislative Report - *Erhard*
 - See handout “Bipartisan Housing Bill” from *Center on Budget and Policy Priorities*
 - Working Groups are meeting and discussing issues:
 - Implementation of 15% units for persons homeless
 - Poverty Council meeting again (for recommendations to governor in September)
 - Child Poverty Council meeting (planning meeting on homelessness)
 - Corporation for Supportive Housing awarded *Roadmap to Ending Homelessness*
 - Discussion re: \$3,000,000 Trust Fund money administered by VHCB
 - Discussion re: project-based funding
- Notice of Funding Availability - *Daniel (additional information in handout)*
 - NOFA released, but access to application unavailable
 - Due 9/14/16 (plan to submit 9/12/16)
 - NOFA committee will:
 - Meet virtually
 - Review last year’s scoring brief
 - Review recommendations from Melanie (technical assistance) re: last year’s application
 - Review this year’s application
 - Delegate tasks
 - Contact Daniel Blankenship if interested in joining
 - Project planning
 - Interested community partners include: Downstreet (project-based subsidies), Windham/Windsor Housing Trust (converting motel into permanent supportive housing), Washington County Youth Service Bureau (rapid re-housing subsidies for youth), Groundworks (increasing services for Chronic Homelessness, but can only submit one for RRH or CH)
 - Clara Martin’s Safe Haven funds to be re-allocated (DMH supporting this and other MH transitional projects)
 - VSHA/Pathways applying for CH service funds and subsidies for 10 people in Washington/Windham/Windsor counties
 - Discussion re: Tier 2 (important to not have multiple projects in Tier 2 (7%), no transitional housing in Tier 2, Tier 2 is \$222,000)
 - Discussion re: project based rental assistance (VSHA prefers Tenant-Based-Rental-Assistance, considering request for Technical Assistance for future NOFA)
 - July 29 is proposal deadline, local priorities from local CoCs (proposals will be sent to ranking team)
 - Coordinated Entry recommended to have a single application

- Ranking team - unbiased/objective
 - Jen Holler (Vermont Housing Conservation Board)
 - Sam Falzone (Vermont Housing Finance Agency)
 - Angus Chaney (Agency of Human Services - CO)
 - Shaun Gillpen (DHCD)
 - Kara Casey (VT Network)
 - Jim Bastien (Veteran's Administration)
 - Brooke Jenkins (Good Samaritan Shelter)
- **Brian moves to accept Ranking Committee as proposed (names above) Ashley seconds**
 - *Motion passes - All in favor except for Daniel (VSHA) abstains*
- **Peter moves to accept Ranking Policy as presented, Sara K. seconds**
 - *Motion passes - All in favor except for Daniel (VSHA) abstains*
- **Sara K. moves to accept Ranking Tool as submitted, Holly seconds**
 - Discussion: Part E language changed to: less than 125%, 125% - 149%
 - *Motion passes as amended - All in favor except for Daniel (VSHA) abstains*
- Ranking appeal can be sent to any member of ranking team
- If someone perceives system was unfair independent ESnap submission info on LOI application form
- Coordinated Entry - *Sarah P.*
 - Draft partnership agreement is posted to be voted on at August meeting
 - Webinar planned for 8/1/16
 - Group to review local CoC coordinated entry implementation
- Veteran's Committee - *Jim B.*
 - ROI for HMIS data sharing completed
 - VA ROI completed
 - Utilizing interim priority list (until ServicePoint is primary tool)
 - All homeless veterans must be identified and provided with services
 - Interest in membership, minutes, etc. contact Jim
- Membership Committee - *Whitney, Sarah P.*
 - **Sara K. moves to change bylaws: increase to four members-at-large, total membership to 26, Shaun seconds**
 - Discussion: officers are elected from board representatives
 - Sara K. amends motion to increase members-at-large to five, total membership will increase to 27, Brian seconds
 - *Motion passes unanimously*

Board Seat	Nominee	Affiliation
Addison	Doug Sinclair	Charter House
Bennington	Elizabeth Eddy	BROC - Community Action in Southwestern Vermont
Caledonia - Essex	<i>Currently Open</i>	
Chittenden	Margaret Bozik (Erin Ahearn, alternate)	Respectively, Champlain Housing Trust, Community Health Center of Burlington
Franklin County	Holly Ollio (Jennifer Stewart, alternate)	Respectively, Northwest Counseling & Support Services, Champlain Valley Office of Economic Opportunity
Lamoille	Cynthia Trautner	Clarina Howard Nichols Center
Northern Windsor - Orange	Renee Weeks	Upper Valley Haven
Orleans	<i>Currently Open</i>	
Rutland	Ashley Greenfield	Homeless Prevention Center
Southern Windsor - Northern Windham	Pat Burke	Southeastern Vermont Community Action
Southern Windham	Lauren Higbee	Youth Services Inc.
Washington	Brooke Jenkins	Good Samaritan Haven
Member-At-Large	Erhard Mahnke	VAHC
Member-At-Large/ Co-Chair	MaryEllen Mendl	United Ways of VT/VT211
Member-At-Large/ Co-Chair	Peter Kellerman	John Graham Housing and Services
Member-At-Large/ Treasurer	Dawn Butterfield	Capstone Community Action
Member-At-Large/ Secretary	Rebeka Lawrence-Gomez	Pathways Vermont

One representative for youth	Bethany Pombar	VCRHYP
One representative for victims of domestic/sexual violence	Kara Casey	VNADSV
One representative for veterans	Jim Bastien	Veterans Administration
Up to two representatives who are self-identified as currently or previously experiencing homelessness	<i>Currently Open</i>	
	Whitney Nichols	
Two representatives for Vermont Agency of Human Services (AHS), including one rep from the Department of Mental Health (DMH)	Emily Higgins	AHS - Office of Economic Opportunity
	Brian Smith	AHS - Department of Mental Health
One representative for Housing Partners	Shaun Gilpin	Department for Housing and Community Development (DHCD)
One representative for the Vermont State Housing Authority	Daniel Blankenship	Vermont State Housing Authority
One representative for the HMIS Lead Agency	Meghan Morrow	Institute for Community Alliances

- **Shaun moves to accept board members (as listed above), Ashley seconds**
 - *Motion passes unanimously*
- Conversation re: GA Sanctions *Geoffrey*
 - Currently there is only an informal discussion around if there will be a change
 - Contact Geoff with information/questions re: Individual situation
 - Requests for:
 - Consideration on the reasons one is “being banned”
 - Including cold weather in “rules”
- Other Announcements
 - Whitney attending SAMHSA conference in October - will be presenting on employment opportunities for persons with mental health challenges
 - Sara K. will be presenting re: Balance of State CoC
 - Vermont Statewide Housing Conference 11/15, Hilton, Burlington
 - Collective Impact Conference 11/2-11/3, Stowe/Flake
- **Ashley motions to adjourn, Sara K. seconds**
 - Meeting adjourned at 12:04 p.m.