

Vermont Coalition to End Homelessness Monthly Meeting

August 16, 2016 *Approved 9.20.16, Amended 10.18.16*

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

Board Representative or Attendee	Affiliation	Present Y/N	Attending via phone?
Doug Sinclair	Charter House	X	
Elizabeth Eddy	BROC	X	
Margaret Bozik (Erin Ahearn, alternate)	Champlain Housing Trust, (CHC)	X	
Holly Ollio (Jennifer Stewart, alternate)	NCSS, (CVOEO)	X	
Cynthia Trautner	Clarina Howard Nichols Center		
Renee Weeks	Upper Valley Haven	X	
Ashley Greenfield	Homeless Prevention Center	X	
Pat Burke	Southeastern Vermont CA	X	
Lauren Higbee	Youth Services Inc.		
Brooke Jenkins	Good Samaritan Haven		
Erhard Mahnke	VAHC		
MaryEllen Mendl	United Ways of VT/VT211	X	
Peter Kellerman	John Graham Housing and Services	X	
Dawn Butterfield	Capstone Community Action	X	
Amos Meacham	Pathways Vermont	X	
Bethany Pombar	VCRHYP		
Kara Casey	VNADSV	X	
Jim Bastien	Veterans Administration		
Whitney Nichols	Person with Lived Experience		
Emily Higgins	AHS - Office of Economic Opportunity		
Brian Smith	AHS - Department of Mental Health		
Shaun Gilpin	DHCD		
Daniel Blankenship	Vermont State Housing Authority	X	
Meghan Morrow	Institute for Community Alliances	X	

Geoffrey Pippinger	Department of Children & Families	X	
Maura Collins	Vermont Housing and Finance Agency	X	
Theresa Keane	Americorps VISTA AHS Field Services	X	
Faye Grearson	OVL @ Twin Pines	X	
Chris Brzovic	BHA/CVOEO	X	
Angus Chaney	AHS	X	
Joyce Cloutier	VVS- Lamoille County	X	

- **Daniel moves to accept minutes from July’s meeting, Jeffrey seconds**
 - *Motion unanimously approved*
- Dawn, treasurer’s report review:
 - July-June fiscal year calendar
 - Dues were lower than anticipated so carry-over less than anticipated
 - Ways to improve due payments:
 - Talk up the importance at local CoCs
 - One-pager highlighting importance and mission of VCEH, and reason for paying dues, especially if organization not represented on board
 - Conversation re: due utilization
 - Other New England states do not paid dues to Statewide Continuum
 - In MAs state employees do the work and are paid by state
 - Planning money is to hire part-time person to do work
 - Conversation re: amount of dues paid by agencies
 - Graduated “suggested” scale depending on organization size or size of program doing housing within larger agency
 - Conversation re: fund utilization
 - Stipends and a VISTA
 - Suggestions re: inspirational speaker/housing expert
 - Increasing membership for more dues?
 - Small scholarship for a family that could be applied to schooling
 - Future brainstorming session- how are we doing on our core things that we have to do, what else could we do to enhance our programs
 - For 2017 fiscal year VCEH has budgeted \$12K in income and \$5K in expenses

- Proposed budget to be sent to group and posted on website
 - Budget vote tentatively planned for October
 - Brainstorming ideas for funds to be sent to Dawn (via email)
 - **Holly moves to accept treasurer's report, seconded by Cara**
 - *Motion unanimously approved*
- Daniel presented on HUD CoC Interim Rules - paper handout
 - CoC planning grant
 - Up to 3% of funding - likely to receive - sheet lists where funds utilized this past year, as well as allowable activities
 - New grant started August 1, ~ \$81K this year, \$95K next year
 - Only entity that can apply for planning grant is Collaborative Applicant (VSHA)
 - Flow chart of funds presented
 - Formerly homeless representative and Americorps payment cannot be called a stipend, must now be called contracted positions
 - Majority of funding is for a contracted VCEH Coordinator
 - Likely VSHA staff- they will have ultimate oversight of role
 - Conversation re: AHS funding - no longer necessary b/c of Planning Grant sufficient and AHS money was proposed in the context of supporting local continuums
 - Job description shared
 - Conversation re: duplication of activities, funding for half Americorps position, VCEH or planning grant
 - TA work from Melanie could be to help develop the position/job description for VCEH Coordinator
 - \$54K is total compensation (wage, fringe, benefits, etc)
 - Conversation re: is it sufficient funds
 - AHS money could be added to VCEH Coordinator; position would help support local continuums
 - VSHA may need to take some admin costs if needed to oversee another agency that would be housing position; VCEH would continue to oversee VSHA overall role, including this position
 - Payment for formerly homeless increased; can be two individuals
 - Grant awarded for this and next year, not guaranteed as ongoing
 - Vote to be warned for: oversight agency, job description
 - Proposal to vote electronically (info to be sent via email and on website)
- Collective Impact Education is on Helping to House website

- MaryEllen and Rebeka attending conference in September, will bring back to the group
- Point-In-Time (PIT) Committee - MaryEllen
 - Need to create this year's committee
 - Send MaryEllen an email if interested
- HMIS Advisory Board - Chris Brzovic, Co-Chair
 - VCEH will vote on the HMIS Policies and Procedures Manual that was circulated
 - Advisory Board working on document for several months, this is final draft
 - Chris is here as a representative, here to field any questions
 - Reviewed what is included
 - MaryEllen: would like to have an email vote, was not warned in time for this meeting
- Institute for Community Alliances (ICA) - Meghan Morrow
 - ICA looking at data requirements, reviewing region by region, Meghan will be reaching out; needs to have it done by August 26
 - Hoping to have new staff starting in the next two weeks
- No legislative update
- NOFA - Daniel
 - CoC ranking team met
 - Every project was given their number score, percentages and specific reasons for that score, as well as chance to appeal
 - No appeals
 - One project was in competition but did not meet eligibility criteria
 - Three tiers
 - Tier 1: Projects that have been previously funded and are highly likely to be re-funded
 - Programs with data were ranked higher
 - One new program that was merged from Hill House
 - HMIS projects were listed at bottom of Tier 1
 - Tier 2: Funding amount must be included in application
 - The more projects included in Tier 2, the less likely the bottom ranked ones will be funded so choice was made to not include more than two projects
 - Bonus project: VSHA approached Pathways Vermont for Chronic Homeless project, this year's priority for HUD
 - Needed second project to meet \$318K threshold - Coordinated Entry, BoS only
 - Tier 3: Planning grant, not ranked

- Reallocated projects reviewed
 - When grant ends these entities will need TA from other partners
- **Coordinated Entry Local Coordinated Entry Partnership Agreement**
- **Template motion:**
 - *Washington and Southern Windham voted for agreement*
 - *Springfield/Southern Windsor said yes*
 - *Several continuums voting this week*
 - *VSHA votes yes*
 - *Pathways votes yes*
 - Deadline will be within two weeks when MaryEllen sends out email for all the electronic votes
- Roadmap discussion will be bulk of agenda in September
- Angus, Housing director with AHS to review local CoC self assessments
 - Challenge: statewide uniformity v. local needs
 - Conversation: what is the baseline capacity we want to be sure is available in every community in Vermont
 - Unedited documents shared (will be edited and re-sent to VCEH)
 - What is timeline for developing baseline capacity?
 - A lot training opportunities, how to support TA?
 - “If we say we have something do we really have it?”- are we practicing fidelity to models?
 - Review of overall results of survey, conducted between Dec 15-Feb 16
 - At federal level: more room to develop preferences
 - How are we using data to provide solutions (good at using it to identify problems)- access to and creation of housing
 - Unanimous agreement that housing not affordable if people do not have access to voucher
 - Training
 - Employment TA/training confusing and difficult to access
 - VR to create 2-page list of resources - will combine with OEO webinar
 - Statewide conference on trauma (termed ‘resiliency’), end of the year or early next year
 - Series on trauma to support local shelters
- Next meeting is in September
- Tomorrow in Waterbury is the VCH meeting

Meeting Adjourned