



Vermont Coalition to End Homelessness  
 December 20, 2016  
 DRAFT Meeting Minutes  
 St. Joseph's Church, Randolph, VT

<b>Board Representative or Attendee</b>	<b>Affiliation</b>	<b>Present Y/N/P (P= phone)</b>
Doug Sinclair	Charter House	Y
Elizabeth Eddy	BROC	Y
Jan Rossier	Caledonia/Essex	N
Margaret Bozik (Erin Ahearn, alternate)	Champlain Housing Trust, (CHC)	N
Holly Olio	Northwestern Counseling and Support Services (NCSS)	Y
Cynthia Trautner	Clarina Howard Nichols Center	N
Renee Weeks	Upper Valley Haven	P
Ashley Greenfield	Homeless Prevention Center	Y
Pat Burke	Southeastern Vermont CA	Y
Brooke Jenkins	Good Samaritan Haven	P
Lauren Higbee	Youth Services Inc.	Y
Erhard Mahnke	VAHC	Y
MaryEllen Mendl	United Ways of VT/VT211	Y
Peter Kellerman	John Graham Housing and Services	P
Dawn Butterfield	Capstone Community Action	Y
Rebeka Lawrence-Gomez	Pathways Vermont	Y
Ari Kisler	VCRHYP	Y
Bethany Pombar	VCRHYP	Y
Kara Casey	VNADSV	Y
Jim Bastien	Veterans Administration	Y
Whitney Nichols	Person with Lived Experience	P
Emily Higgins	AHS - Office of Economic Opportunity	Y
Brian Smith	AHS - Department of Mental Health	Y
Shaun Gilpin	DHCD	Y



Daniel Blankenship	Vermont State Housing Authority	N
Meghan Morrow	Institute for Community Alliances	Y
Caitlin Ettenborough	Institute for Community Alliances	N
Geoffrey Pippinger	Department of Children & Families	Y
Luke Dode	Americorps-VISTA VAHC/VCEH	Y
Joe LeClair	Samaritan House	Y
Eric Peterson	Capstone Community Action - Lamoille County	Y

- I. 10:00 Call to Order - Peter
- II. 10:05 Introductions and Brief Announcements
- III. 10:20 Minutes – Rebeka Lawrence-Gomez
  - A. **Bethany moves to accept minutes, Lauren seconds**
  - B. *Unanimously Approved*
- IV. 10:20 Treasurer's Report – Dawn Butterfield
  - A. Budget for FY17 presented (7/1/16 - 6/30/17)
  - B. **Emily moves to accept as proposed, Bethany seconds**
  - C. *Unanimously Approved*
- V. 10:25 Committee Updates
  - A. Point-In-Time - MaryEllen
    1. Have met several times
    2. Forms Revised
    3. January 12, 10:00 a.m. training
    4. Will be recorded
    5. Posters have been created - Luke sent a link - please print and share
    6. PIT contacts on website
    7. Youth homelessness baseline to be determined this year
    8. Persons in HMIS shelter night of PIT need not be collected on paper
    9. Contact ICA with questions about whether people will be pulled from HMIS
  - B. HMIS (10 min)
    1. Advisory committee – Rebeka
      - a) Working on partnership agreement
      - b) Will bring to group next meeting
    2. ICA Report - Meghan Morrow
      - a) New reporting tool anticipated end of January (taking over ART)
      - b) A couple of months of overlap, than ART eliminated
      - c) [Annual security training \(110 Security Training\)](#) required by 12/31
      - d) [501: New Data Standards training](#) 139 persons have completed

- e) Annual Homeless Assessment Report (AHAR) submission due December
- C. Legislative - Erhard Mahnke
  - 1. Was in D.C. at annual Low-Income Housing Council meeting
  - 2. Met with transition team staff person supporting Dr. Carson staff said:
    - a) They were not planning to create a lot of initial change
    - b) They planned to let the "HUD programs work"
    - c) They would continue HUD fair housing projects
  - 3. Flat-funded resolution through April - assuming it may continue through the year
    - a) Would mean decrease in Section 8 (because no additional funds)
    - b) VSHA's responses:
      - (1) Persons no longer receiving extensions on unused subsidies
      - (2) Persons not transitioning in priority programs (Vermont Rental Subsidy)
      - (3) Not converting project-based to Section 8 vouchers
      - (4) No decisions made yet by the state re: VRS program
      - (5) VASH only subsidy available
  - 4. Medicaid in "serious jeopardy" because can be passed with 51% vote
  - 5. Dr. Carson has connection/history with healthcare
  - 6. Trump proposing infrastructure investment
  - 7. 1/5/16 - Homelessness Awareness Day
    - a) Very busy day (second day of session, inauguration of governor)
    - b) PLEASE COME
    - c) Expect heightened security measures
    - d) Card room reserved
    - e) Tri-fold for VCEH/VAHC
    - f) Room for tri-folds/handouts
    - g) Unsure if committee testimony can be scheduled
    - h) Schedule:
      - (1) 7:30 - 9:30 good time to meet with people (plan meetings ahead-of-time)
      - (2) 9:30 - 10:00 reading of resolution commemorating day - be in back of house chamber
      - (3) 12:00 p.m. annual vigil (will have legislative guests)
- D. VSHA Update (MaryEllen for Daniel)
  - 1. Should hear about FY16 awards
  - 2. CoC Support Specialist position posted - please share
  - 3. Rapid Re-Housing - Daniel training with local CoCs
    - a) Applications have been coming in (must come from shelters/streets - no one who is currently housed or transitional)
  - 4. Contact list for S+C/RRH will be sent soon
  - 5. VSHA S+C received several applications - can take names for waitlist

- E. Coordinated Entry Workgroup - Renee Weeks
  - 1. Working on mapping the referral process
  - 2. Looking at creating a guide for explaining Release of Information (future webinar likely)
  - 3. Looking for samples of confidentiality policies - please send to [alexa.collesides@partner.vermont.gov](mailto:alexa.collesides@partner.vermont.gov)
- F. Veterans Committee – Jim Bastian
  - 1. Committee continues to meet and review by-name list
  - 2. Working to migrate list to HMIS (some providers not yet entering data in the system)
  - 3. In conversation with Coordinated Entry re: lists merging
  - 4. Point-in-Time Count
    - a) Last year Vermont had 17% drop in homeless Veterans
    - b) All staff will be involved in this year's count
    - c) Anticipate all VASH subsidies used by 1/31 - 93% are currently under lease
  - 5. Next area of focus is moving persons from Grant Per Diem (transitional/shelter beds for Veterans) to permanent housing
  - 6. Trump administration still hasn't named VA Secretary
- G. Membership Committee
  - 1. Potential person with Lived Experience identified
- VI. New Business:
  - A. Americorps VISTA update
    - 1. Four VISTA members working with local CoCs
    - 2. Collecting data on what programs people are using
    - 3. Looking for participants
    - 4. They are making an ROI and meeting with ICA
    - 5. Project is in its preliminary steps
  - B. Youth Committee Proposal - Bethany Pombar
    - 1. VCRHYP proposing to create a joint committee (both CoCs)
    - 2. Committee creation is supported by DCF and Youth Partner Agencies
    - 3. **Bethany moves to create a youth committee, Kara seconds**
    - 4. *Unanimously Approved*
    - 5. If interested in joining committee contact [bpombar@vcrhyp.org](mailto:bpombar@vcrhyp.org)
  - C. Proposal for Strategic Planning Committee
    - 1. Suggested that there be a write-up on the committee first
  - D. Standing Rules Presentation in January
  - E. Roadmap update - Erhard Mahnke
    - 1. Draft reported provided to steering committee
    - 2. Final report will be received by 1/15
    - 3. Includes #s - Vermont would need:
      - a) ~300 permanent supportive housing units
      - b) ~1200 affordable units



- c) ~\$400,000,000 over next 5 years
  - 4. CSH will return next year for data update
  - 5. ICA will be involved earlier in the process
- F. Occupancy Fee Bill Coalition - Kara
  - 1. Plan for outreach
- G. VAHC Legislative priorities to be discussed in January
- H. Poverty Council - Whitney Nichols
  - 1. Have requested continuation with new administration
  - 2. Featured on WBEZ
- I. Collective Impact
  - 1. Next step is discussing common agenda
- J. Conversation re: Meeting Space
  - 1. Randolph is central location
  - 2. Luke will look at providing three options for the group
- K. Conversation re: leadership around strategies to say "no"
  - 1. Consolidated Plan
  - 2. Voice of persons with lived experience
- VII. 12:00 Dawn moves to adjourn the meeting