



Vermont Coalition to End Homelessness
 January 17, 2017
 DRAFT Meeting Minutes
 St. Joseph's Church, Randolph, VT

Rep (R) or Attendee (A)	Board Representative or Attendee	Affiliation	Present Y/N/P (P= phone)
R	Doug Sinclair	Charter House	Y
R	Elizabeth Eddy	BROC	P
R	Jan Rossier	Northeast Kingdom Community Action (NECKA)	N
R	Margaret Bozik (Erin Ahearn, alternate)	Champlain Housing Trust, (CHC)	Y
R	Holly Olio	Northwestern Counseling and Support Services (NCSS)	Y
R	Cynthia Trautner	Clarina Howard Nichols Center	N
R	Renee Weeks	Upper Valley Haven	Y
R	VACANT - Orleans CoC	VACANT	
R	Ashley Greenfield	Homeless Prevention Center	Y
R	Lauren Higbee	Youth Services Inc.	Y
R	Pat Burke	Southeastern Vermont CA	Y
R	Brooke Jenkins	Good Samaritan Haven	Y
R	<i>Co-Chair</i> MaryEllen Mendl	United Ways of VT/VT211	Y
R	<i>Co-Chair</i> Peter Kellerman	John Graham Housing and Services	P
R	<i>Treasurer</i> Dawn Butterfield	Capstone Community Action	Y
R	<i>Secretary</i> Rebeka Lawrence-Gomez	Pathways Vermont	Y
R	Bethany Pombar	Vermont Coalition of Runaway and Homeless Youth Programs (VCRHYP)	Y
R	Kara Casey	Vermont Network Against Domestic and Sexual Violence	Y
R	Jim Bastien	Veterans Administration	N
R	Whitney Nichols	Person with Lived Experience	P
R	VACANT - Person with lived experience	VACANT	
R	Emily Higgins	AHS - Office of Economic Opportunity	P



R	Brian Smith	AHS - Department of Mental Health	Y
R	Shaun Gilpin	DHCD	Y
R	Erhard Mahnke	VAHC	P
R	Daniel Blankenship	Vermont State Housing Authority	Y
R	Meghan Morrow	Institute for Community Alliances	Y
A	Caitlin Ettenborough	Institute for Community Alliances	Y
A	Geoffrey Pippinger	Department of Children & Families	Y
A	Luke Dodge	Americorps-VISTA VAHC/VCEH	Y
A	Eric Peterson	Capstone Community Action - Lamoille	Y
A	Ari Kisler	VCRHYP	Y
A	Brandon Arnold	Americorps-VISTA AHS	P
A	Jennifer Allen	Institute for Community Alliances	P
A	Melissa Fowler	VSHA	Y
A	Kelly Greaves	St. Johnsbury DCF	Y
A	Connie Sandal	Northeast Kingdom Youth Services	Y
A	Justin Wegner	Randolph	Y

- 1) 10:00 Call to Order - MaryEllen
- 2) Introductions and Brief Announcements
- 3) Minutes – Rebeka Lawrence-Gomez
 - a) Were not pre-sent
 - b) Will be reviewed/voted on in February
- 4) 10:20 Treasurer's Report – Dawn Butterfield
 - a) No notable changes
 - b) List for requesting an invoice
 - c) Holly moved to accept treasurer's report as presented, Lauren second**
 - d) *unanimously approved*
- 5) 10:25 Committee Updates
 - a) Point-In-Time - MaryEllen
 - i) Training on 1/12 by Luke/Emily
 - (1) 55 Attendees
 - (2) 1/24 - 1/25 is counting night
 - (3) Training and forms on helpingtohousevt.org

- ii) Youth - coordinate with local COC, precariously housed will be counted by RHYC
- iii) Precarious house counts CAN be conducted locally, but will not be submitted
- iv) Outreach materials will be shared for disbursement
- v) Will plan to send outreach to media list from Erhard
- vi) HMIS data entry PIT count trainings
 - (1) 1/24 @ 10:00 a.m.
 - (2) 1/31 @ 1:00 p.m.
 - (3) Notice sent via email to all license holders
- vii) Question re: VRS in PIT
 - (1) VRS in Housing Inventory Chart (aggregate count) (HIC)
 - (2) VRS would not need to be included in PIT count - information would be provided in HIC
- b) HMIS (10 min)
 - i) Advisory committee - Rebeka
 - (1) Partnership and User Agreements finalized
 - (2) ICA to send along to appropriate users/organizations
 - ii) ICA Report - Meghan Morrow
 - (1) Annual Homeless Assessment Report (AHAR)
 - (a) All shells (tables) accepted this year (last year only 1/2)
 - (b) Used for federal decision making (sent to Congress)
- c) Legislative - Erhard Mahnke
 - i) Homelessness Awareness Day
 - (1) Well attended
 - (2) Recognition of persons providing supports to persons experiencing homelessness
 - (3) Scheduled testimony could not occur (count issue with Lt. Gov race)
 - (a) Testimony time made up last Friday (1.5 hours testimony)
 - (4) Vigil was well attended - strong speakers
 - (5) Question re: changing date of Homelessness Awareness Day
 - (a) Erhard advocates early in biennium
 - (b) Perhaps later date for new elections
 - (c) Limited/no media coverage
 - (6) Breakfast was purchased for legislators
 - ii) VAHC has approved legislative agenda
- d) VSHA Update - Daniel Blankenship
 - i) HUD grant awarded (includes Shelter+Care Statewide grant, several Rapid Re-Housing grants, a planning grant, a new Coordinated Entry grant to AHS-OEO and two Transitional Housing projects)
 - ii) CoC Support Specialist position posted - please share
 - (1) Advertised JobsinVT, SevenDays
 - (2) Two unqualified applicants

- (3) Seeking applicants
- (4) Job description on VSHA website
- (5) Pay up to \$42,000 with VSHA benefits
- (6) New Planning grant will provide funds through July 2018 including the new position and contracted technical assistance
- iii) Rapid Re-Housing (RRH) - Daniel training with local CoCs
 - (1) Has started to receive applications
 - (2) Communities starting at different rates
 - (3) HUD approval to extend rental assistance from 18 months to 24 months and adds serving individuals and youth in addition to families
- iv) Section 8 waitlist extension from 18 months to 24 months
- v) No VSHA Section 8 vouchers being issued (except for VASH)
- vi) Recommend applying for subsidies with local housing authorities
- vii) S+C at capacity and closed (at ~210, significantly over funded number using grant savings due to increase household incomes)
- viii) Introduce Melisa Fowler S+C Administrator (will be doing intake/waitlist, occupancy tasks) melisa@vsha.org, 828-5456
- ix) Transitional Housing Changes
 - (1) Newport Youth - moving \$ from services to housing
 - (2) Bennington - serve exclusively persons with substance use issues
 - (3) White River Junction - Overlook, reduced units to 3 - serve persons experiencing domestic violence
- e) VRS Update - Geoffrey Pippinger
 - i) Questions because Section 8 waitlist closed
 - ii) Central office looking at numbers/programs to determine next steps
 - iii) Concern re: emergency unit persons will be "stuck" without VRS
 - iv) RRH subsidies could be a substitute for VRS (must be literally homeless)
 - v) Local CoCs can continue to send in VRS applications, but people may not move off waitlist
 - vi) Recommended that people look for other resources (i.e. RRH)
 - vii) Conversation re: VRS as a temporary resource vs. long-term
- f) Coordinated Entry (CE) Workgroup - Renee Weeks
 - i) Working on mapping the referral process (draft outline on website)
 - ii) Draft re: high service needs
 - iii) [Getting started in your CoC with Coordinated Entry](#)
 - iv) Roadmap to End Homelessness encourages implementation of CE
- g) Veterans Committee - no report today
- h) Membership Committee - no report today
- i) Youth Committee - Bethany Pombar
 - i) Joint committee
 - ii) Judy Rex will co-chair with Bethany
 - iii) Been collecting members
 - iv) Planning meeting in next 6 weeks

- v) If interested in joining committee contact bpombar@vcrhyp.org
- vi) Collecting sample plans from community partners
- vii) Requested TA in lieu of youth demonstration grant
- j) Strategic Planning Committee
 - i) Draft charter planned for next meeting
- 6) New Business:
 - a) Membership Discussion/Presentation - Rebeka and Luke
 - i) Will use presentation as on-boarding tool for new members
 - ii) Suggested edits/changes:
 - (1) Add: what board does/doesn't do
 - (2) Children/youth (vs. just children)
 - (3) Bylaws as required
 - (4) Highlight spoke/wheel relationship with CoC
 - (5) Representative of group vs. person with lived experience
 - (6) Committees?
 - iii) Prioritization - general information - what to expect and how to relay to local CoC
 - (1) How much at our discretion?
 - (2) How much HUD?
 - iv) Central funding recipient outside HUD dollars
 - (1) If had capacity - could be Treasurer?
 - (2) Conversation re: options
 - v) Why two CoCs?
 - (1) Separate funds
 - (2) Separate history
 - b) Roadmap to Ending Homelessness - Margaret
 - i) Reviewed powerpoint - discussed funds
 - c) Poverty Council - Whitney
 - i) Recommend to read report online
 - d) Occupancy Fee Bill Coalition - Kara
 - i) Drafted - Joey Donovan taking lead - would go to Ways and Means Committee
 - ii) Included in VBSR survey
 - iii) Working out details on where funds would go
 - iv) Meeting every-other-week
 - (1) Email kara@vtnetwork.org to attend meetings/review notes
 - e) Collective Impact
 - i) Discuss at future meeting when coalition has a staff
 - f) Conversation re: Meeting Space
 - i) Luke researching spaces (VT Law School potential?)
 - ii) Email Luke or MaryEllen with specific space concerns/needs
- 7) Next Meeting
 - a) 2/21 10:00 in Randolph
- 8) 12:00 Lauren moves to adjourn the meeting



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