

# Chittenden County Homeless Alliance Coordinated Entry Committee Meeting

Wednesday, May 24, 2017

8:30AM – 10:00AM

Champlain Housing Trust, 88 King Street, Burlington, VT – 2<sup>nd</sup> floor conference room

**Present:** Lindsay Casale (Pathways Vermont, committee chair), Jan Demers (Champlain Valley Office of Economic Opportunity), Will Towne (Spectrum Youth & Family Services), Michael Shirk (Spectrum Youth & Family Services), Meghan Morrow (Institute for Community Alliances), Sharon Rotax (Steps to End Domestic Violence), Leslie Stapleton (VT Department for Children and Families - Economic Services Division), Jane Helmstetter (VT Agency of Human Services), Adam Wager (Committee on Temporary Shelter), Vicki Fewell (Committee on Temporary Shelter), Jason Brill (U.S. Department of Veterans Affairs), Lisa Martiny (Howard Center), Sarah Phillips (VT Agency of Human Services - Office of Economic Opportunity), Stephen Marshall (Homeless Community), Margaret Bozik (Champlain Housing Trust), Paddy Shea (Chittenden County Homeless Alliance, meeting note taker).

## Minutes

Stephen Marshall has made an editable document of the HUD guidelines.

As of the last CCHA Steering Committee meeting, we adopted the coordinated entry data sharing form.

Lindsay Casale (Pathways Vermont) wrote this chart on the whiteboard:

ENTRY		ASSESSMENT	SCORE	HOUSING (resource table)	PRIORITIZATION
Assessment Partners:	Street outreach	1 universal assessment	Low	Prevention	Who? How?
	Warming shelter				
	CHC				
	Etc. ...				
vs.		OR	Medium	Rapid Rehousing	Who? How?
Non- Assessment Partners:	Hospital	Up to 5 assessments based on population			
	Church				
	Police				
	Etc. ...				
	Refer to 211?				

How we do assessments seems to be the biggest stumbling block.

One concern that's coming up about the phased assessment is "where does that data go?"

After the assessment, who will manage making sure the assessments are looked at and the individual/family become connected with the appropriate services?

There is a gap in what the VI-SPDAT gathers—it does not account for if there is a history of eviction, if they've lost a Section 8 voucher in the past, if they owe money to a housing authority or a past landlord (in Vermont or elsewhere), if they have the ID that they will need, if they have documentation of homelessness/chronic homelessness, etc.

One wonders if maybe the assessment tool shouldn't ask every last question like that.

Others think asking those questions at the start will ensure they can be re-housed as soon as possible.

The Vermont Coalition to End Homelessness (VCEH) is the governing board for the Vermont Balance of State Continuum of Care (CoC). The Vermont Balance of State CoC covers the 13 Vermont counties that the Chittenden County Homeless Alliance (CCHA) does not cover.

The CCHA is interested in looking at the Vermont Balance of State's assessment tool to see if there are things we would want to copy/add/subtract.

Sarah Phillips (VT AHS OEO) passed around copies of the VCEH/Vermont Balance of State assessment tool: the "Vermont Coalition to End Homelessness Housing Assessment" (a 6-page document). This form is new and may still be fine-tuned as they begin to use it.

CCHA is interested in borrowing from this document as much as possible.

Sarah Phillips invites CCHA members to attend a VCEH/Vermont Balance of State meeting concerning the assessment. The VCEH assessment group meets on June 8, 2017, at 2:00 PM, at Capstone in Barre.

Some people worry that a form that is too detailed will be too hard for people to complete as an intake assessment.

New member is curious about how it's determined what questions to ask on assessments, what the reason behind asking each question is, etc.

Answer: It's an art and a science. As one example, the VI-SPDAT is a tool based on research into who is most likely to die (if not helped getting housed). Some questions must be asked per HUD requirements.

Spectrum points out that the VI-SPDAT doesn't work as well with youth—doesn't get at a lot of issues you need to know about. CCHA/Spectrum needs to choose another assessment tool for use with youth, and CCHA needs to figure out how the scores would be synced up with the VI-SPDAT scores.

Sarah Phillips (VT AHS OEO) also gave us copies of the VCEH Confidentiality Principles & Policy (3-page document), as well as the accompanying VCEH "Coordinated Entry Partnership, Permission to Share Personal & Health Information to Secure Help With Housing Form, Guide for Staff/Advocates" (2-page document). We looked at them briefly but ran out of meeting time. The CCHA Coordinated Entry Committee will need more time to look at the VCEH documents.

Note: we did not have time to discuss Agenda item #2 (Reviewing HUD timeline and requirements for implementation).

#### **Next Steps:**

Everyone review the "Vermont Coalition to End Homelessness Housing Assessment" as well as the "VCEH Confidentiality Principles & Policy" document and be ready to talk about it at the next meeting.

The CCHA HMIS informed consent release needs to have a few minor changes made. In the header, delete "Institute for Community Alliances" and change that to "Chittenden County Homeless Alliance". A company name (Bowman) has changed (to Mediware) and so the name needs to be replaced. Lindsay Casale (Pathways Vermont) will update it.

Lindsay Casale (Pathways Vermont) will send out a doodle poll to choose a day to hold a half-day retreat for the CCHA Coordinated Entry Committee.

#### **Upcoming Meetings:**

\* **CCHA Quarterly Meeting** – Tuesday, June 6, 2017, 5:00 PM dinner, 6:00 PM - 8:00 PM meeting (in meeting room "chapel") at Salvation Army, 164 Main Street, Burlington, VT. It will be "world café" format. The topic will be what it feels like for a client to experience the CCHA homelessness prevention/cessation services.

\* Next **CCHA Coordinated Entry Committee Meeting**: Wednesday, June 28, 2017, 8:30 AM – 10:00 AM, at Champlain Housing Trust, 88 King Street, Burlington, VT – 2<sup>nd</sup> floor conference room