

# Chittenden County Homeless Alliance Steering Committee Meeting

Thursday, July 6, 2017

9:00 AM – 11:00 AM

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

## MEETING MINUTES

### 1. Introductions and Announcements.

**CCHA Steering Committee Members in Attendance:** Champlain Housing Trust (Margaret Bozik: committee co-chair), Safe Harbor Health Center, Community Health Centers of Burlington (Erin Ahearn: committee co-chair), Community & Economic Development Office, City of Burlington (Marcy Esbjerg: collaborative applicant), Burlington Police Department (Lacey-Ann Smith: committee secretary), ANEW Place (Kevin Pounds), Chittenden Community Action, Champlain Valley Office of Economic Opportunity (Travis Poulin, Jan Demers, Meg MacAuslan), Committee on Temporary Shelter (Jonathan Farrell), Homeless Community (Stephen Marshall), Pathways Vermont (Lindsay Casale), U.S. Department of Veterans Affairs (Jason Brill), Vermont 211, United Ways of Vermont (MaryEllen Mendl), Vermont Center for Independent Living (Kim Colville), Vermont State Housing Authority (Daniel Blankenship), Burlington Housing Authority (Stephanie Bixby), Howard Center (Elaine Soto), Spectrum Youth & Family Services (Michael Shirk), Steps to End Domestic Violence (Kelly Dougherty, Sharon Rotax), United Way of Northwest Vermont (Diana Carminati), VT Agency of Human Services (Jane Helmstetter).  
(CCHA Steering Committee Members Absent: UVM Medical Center.)

**Other Attendees:** County Homeless Alliance (Paddy Shea: meeting note taker), VT Department for Children and Families (Commissioner Ken Schatz, Karen Vastine), VT DCF Economic Services Division (Geoffrey Pippenger), VT DCF Office of Economic Opportunity (Sarah Phillips), Champlain Valley Office of Economic Opportunity (Chris Brzovic), South Burlington Vet Center, US Dept. of Veterans Affairs (Marie Milord), Vermont Affordable Housing Coalition (Erhard Mahnke), Vermont Affordable Housing Coalition/Vermont Coalition to End Homelessness (Luke Dodge), Supportive Services for Veteran Families at UVM (Rebecca Gural), Veterans Inc./SSVF-HVRP (Tami Thygesen), Vermont Legal Aid (Jessica Radbord), Cathedral Square - Support and Services at Home (Laura Wilson), Seven Days (Katie Jickling).

### **Announcements:**

None.

### **2. General Assistance Emergency Housing (Ken Schatz, Commissioner of the Department for Children & Families and other DCF staff)**

**DCF will share data on the program, identify challenges and hear from partners on how to move forward.**

**See Appendix A: 2017.06.28 GA Update Memo Combined (memo from Commissioner Ken Schatz)**

Ken Schatz (VT DCF): It's a challenging situation. He will tell us what they are planning, and wants to know what we see as challenges. Looking around the room, he sees that some people in the room have heard this pitch before.

The Vermont Rental Subsidies Program has been a successful bridge for people to move into housing, but it was built with a 12-month timeframe. There likely won't be enough Section 8 certificates to help everyone who needs one. Everyone who is currently in the rental subsidy program will be extended for the time being as long as they are compliant. They will still keep trying to get them permanent supportive housing.

Jane Helmstetter (VT AHS): When we started, we had 31 families involved with the Vermont Rental Subsidy Program, and now 8 of them have been placed into permanent vouchers through 3 housing authorities. Some are project-based. One family actually makes too much money now to be eligible for a voucher. One family dropped out of the program. So, they are down to 21 families now who are using the Vermont Rental Subsidy Program. She feels a lot better today than when they were talking in April.

Ken Schatz (VT DCF): That's great to hear about that progress. There has been relatively slow progress statewide, and things are somewhat uncertain regarding D.C., so the state will probably not be able to place new people into the subsidy program in the near future. There is a waiting list. This is a good time to re-think that program. We have \$1 million from the Vermont Legislature for the Vermont Rental Subsidy Program. Should we look at it as a type of state-funded "Section 8," or should we put it into some different model, such as temporary housing, permanent housing, etc. Let us know your thoughts. Any questions?

Margaret Bozik (Champlain Housing Trust): Thank you. I think that's the wisest decision you could have reached.

Ken Schatz (VT DCF): The emergency housing program is a continuing source of immense challenges. We start with the premise that we want to provide shelter for those who are homeless. Congratulations to Chittenden County that your PIT count numbers went down, so congratulations on the work you've been doing.

The state spent more money than anticipated last year. They want to keep using motels as the last resort. Much better to use shelters, etc. However, they still have had to fund some things for only 3 months at a time because they are not sure how much money they will have to give. The Legislature did talk a lot about housing today. They changed the name of the "Cold Weather Exception" to "Adverse Weather Conditions." They cut the budget somewhat. They did give us \$600,000 in one-time funds to create warming shelters in Barre and Rutland.

How will we move forward? He really wants to fund investment programs. They support families and domestic violence victims, but the challenge is not enough money. Should we make some programmatic changes to the policy? In effect, there is a 20 degree Fahrenheit mark where the cold weather exception comes into play. Should that be moved down to 15 degrees or 10 degrees? The other question that's been floated is, right now people can be housed for 84 days if they were involved in a catastrophic situation—should we shorten the number of days?

If we save money there, we could give more money to other places. We could also consider if there is more money anywhere. We have to plan for a recession (a cut to the budget). The joint fiscal committee has asked them to come in and talk in July about the budget situation for emergency housing.

Geoffrey Pippenger (VT DCF ESD): FY2017 the spending is up about \$30,000 (projected) in expenditure. There are some factors in Chittenden County that may have contributed. There were a significantly higher # of domestic violence victims.

Total # of households:

2016 (July-June): 220

2017 (July-May): 371 (with a month still to go before the end of the year)  
The biggest jump between 2016 to 2017 was in families, from 66 to 220.

Kelly Dougherty (Steps to End Domestic Violence): Steps has even made their screening more rigorous to make sure they are really housing victims of domestic violence.

Geoffrey Pippenger (VT DCF ESD): We are not trying to point fingers at any one group. It's not up across the board around the state.

Kelly Dougherty (Steps to End Domestic Violence): A lot of people are referred to Chittenden County to get services, so some people come to Steps to get services if they feel like they can't get services in their community.

Jessica Radbord (Vermont Legal Aid): Do you know if they are coming out of private housing or subsidized housing?

Marcy Esbjerg (CEDO): She wants it on the record that until we shore up systems, it's not worth talking about—we need more money, we need more programs—but really, we need to shore up our systems. She thinks there could be a 30% difference if you screen people better. If you look at the housing inventory chart, every year there end up being empty beds. So, that costs money. People should be in those beds before being sent to hotels. We should look at our systems and see how we can do a better job communicating, doing coordinated entry, etc.

Stephanie Bixby (Burlington Housing Authority): BHA has multiple programs, but they all have strings attached, and variations in eligibility, etc. We don't always have the info. to quickly house people in a program they qualify for. She needs to gather the info. to see if they qualify. Waitlists are long, but they work. We move people off the waitlists into the appropriate housing type. She can't stress enough to get people on the waitlists.

Jessica Radbord (Vermont Legal Aid): It's a moral imperative to provide people with housing and a basic level of housing. There's nothing more heartbreaking than to see a family with 4 kids with no place to go, getting ready to sleep in a car or a hallway.

Erhard Mahnke (Vermont Affordable Housing Coalition): Do those expenditures include Harbor Place, or not?

Geoffrey Pippenger (VT DCF ESD): The unduplicated data includes Harbor Place nights, but it does not show up in the expenditure report.

Jessica Radbord (Vermont Legal Aid): Are programs in Rutland and Barre "failing," or do they just have a lot more folks becoming homeless there because of mental health or substance abuse, and they are trying to house them without the proper supports?

Ken Schatz (VT DCF): There are lots of people in Rutland doing good things, but some initiatives have fallen through. We know we don't have enough alternatives in Rutland. He's not as familiar with the situation in Barre. One of the challenges they're seeing is that fewer people are in Reach Up, LiHEAP, 3 Squares, etc. People are getting jobs (admittedly, low-paying jobs). Prior to last year, the # of homeless people was trending down statewide too. His gut feeling is that substance abuse is a huge problem and

mental health is an issue. When people get a job, they are proud and quick to get off the programs they are on, and then they can hit a setback and need help again.

Geoffrey Pippenger (VT DCF ESD): We've done a lot of looking at Rutland and Barre, etc., and the problem is that these are not simple problems. Because it's so complicated with so many factors, and each community is different, it's a challenging landscape to address those issues in a comprehensive way.

Stephen Marshall (Homeless Community): When you're thinking about how to allocate the resources you have, you're trying to move people off state assistance and onto "self-assistance"—supporting themselves. The key factor is security and stability. Ask yourself, how do we use this money not just to push people into self-sufficiency, but into secure self-sufficiency? Also, regarding cold weather exception – people who live outdoors are not experiencing things the way they are planned. Dry cold weather below freezing is more tolerable than wet cold weather at 40 degrees Fahrenheit.

Jane Helmstetter (VT AHS): Where did those numbers come from? 20 degrees F, 84 days?

Geoffrey Pippenger (VT DCF ESD): 84 days is 12 weeks.

Stephen Marshall (Homeless Community): The most vulnerable people are sleeping in doorways. The ones in tents are still cold and wet, but they have some protection compared to those sleeping in doorways.

Marcy Esbjerg (CEDO): When trying to determine who is homeless and who we are serving, it's tough because we don't have access to the number of people being housed in motels with GA funds. She thinks the drop in the PIT count corresponds to the uptick in the GA motel-housed folks. It's frustrating because that can affect how much funds they get from HUD. We should connect those systems (through HMIS if possible) so we can see who those people are and if they could be housed through other programs instead.

Sarah Phillips (VT DCF OEO): We do want to get connected to HMIS – it's not an if, but a when. DCF does provide referrals in Chittenden County from ESD, but it's not perfect yet. Other areas of the state don't necessarily have that.

Stephen Marshall (Homeless Community): The data from the Agency of Human Resources was abysmal. They need to fill out the forms correctly and fully, in neat handwriting. They don't fill in all the fields, etc. It seems like the people who are filling it out don't care and are just trying to get the form filled out as quickly as possible.

Geoffrey Pippenger (VT DCF ESD): That's not true. People in ESD work hard every day.

Stephen Marshall (Homeless Community): Okay, but if you are just looking at the form, that's the way it comes across.

Ken Schatz (VT DCF): I appreciate that. Whatever form we're utilizing, we all want to have good data. Now, Karen will tell us about next steps.

Karen Vastine (VT DCF): We have been going around and talking to as many housing providers and homeless advocates that we can. We will also send out a survey monkey in the next couple of weeks to get feedback in writing. If we were going to make changes to rules, that formal piece would come later, after talking to people to develop ideas. They are happy to come back to another meeting.

(Ken Schatz and Karen Vastine leave the meeting.)

### **3. Bathroom Access (Mark Flynn, Homeless Advocate)**

**Mark will present on the idea of universal access to bathrooms.**

Stephen Marshall (Homeless Community) speaks to this instead because Mark is not here.

Stephen Marshall (Homeless Community): The point Mark made to Stephen is that access to bathrooms is a civil rights issue. Private business owners should not be able to limit access to bathrooms. Business owners should not be able to discriminate based on sexual orientation, race, how you look, etc.

Business owners are more likely to allow a well-dressed tourist to use the bathroom, even if they don't buy anything, than they are to let a homeless person use it.

The international plumbing code prohibits this type of activity.

It's not true that drug users plug up toilets. Needles disposed of in toilets could be for diabetes treatment. Most drug users are not homeless. Another issue is that most of the really prosperous cities don't allow this kind of discrimination. When we write the law to prohibit this kind of discrimination, we can write in exceptions and penalties to provide funding for those businesses that end up seeing an uptick in bathroom traffic, such as Junior's on Main Street in Burlington, which would probably see an uptick. For most businesses, it would be a very small effect.

He hopes Mark can come and give the full presentation next time.

Jane Helmstetter (VT AHS): She's not sure of the exact statute, but she's sure Mark will speak to that next time.

### **4. Rapid Rehousing (Sharon Rotax, Steps to End Domestic Violence)**

**Sharon will share challenges with the new Rapid Rehousing program.**

Sharon Rotax (Steps to End Domestic Violence): She and Kelly Dougherty (Steps to End Domestic Violence) wanted to share some problems they've been having. They got about \$130,000 dollars for time-limited (up to 2 years) Rapid Rehousing (RRH) rental assistance. They have about \$60,000 left to spend by the end of November. They've had a hard time getting this to the survivors/spending the funds down. The big reason is that landlords in Chittenden County are not super receptive to working with people receiving this funding because of timing and the process being clunky.

Jane Helmstetter (VT AHS): What makes it clunky?

Sharon Rotax (Steps to End Domestic Violence): One household might be eligible, they got preliminary approval (homeless and fleeing DV, and insufficient resources), they find a unit, the unit has to be inspected (so the landlord has to buy into that), and there could be a delay in payment or security deposit.

Kelly Dougherty (Steps to End Domestic Violence): Because the funds come from VT OEO (Steps is the sub-recipient), so it can be a delay of weeks.

Sharon Rotax (Steps to End Domestic Violence): It has to be a year-long lease.

Jason Brill (US VA): In the process of trying to get the landlord to buy in, is it verbal, or is there a formal letter sent to the landlord to get them to buy in?

Sharon Rotax (Steps to End Domestic Violence): It's whatever the landlord needs to buy in. Emily has been great about reaching out to landlords if they need reassurance. Landlords are more responsive to a tenant who has a check in hand.

Kelly Dougherty (Steps to End Domestic Violence): They talk about the support they would provide to the tenant (housing retention). Some landlords know them and so are more receptive.

Jessica Radbord (Vermont Legal Aid): Because this is CoC funding, the new VAWA regulations would apply to this too. ESG (and therefore they are applying it to all HOP) is affected by it. So, people will not be allowed to discriminate against based on domestic violence victims.

Stephanie Bixby (Burlington Housing Authority): Sometimes landlords say no because of credit checks, etc.

Jessica Radbord (Vermont Legal Aid): Though, you often can't prove it if someone is discriminating against someone.

Margaret Bozik (Champlain Housing Trust): It's hard to rent to people if they can't demonstrate ongoing ability to pay the rent, like temporary employment and temporary subsidy. With tax credit housing, CHT has to renew a person's lease unless they evict them. They can't just "non-renew" the lease.

Sharon Rotax (Steps to End Domestic Violence): Currently, they have 5 households they are helping. They have about 11 households that are in the queue looking for units. Some are singles, some are families. Even people that they are going to give a year of assistance to them, they can only use this grant money until November 2017.

Kelly Dougherty (Steps to End Domestic Violence): The funding was not available until January or February.

Marcy Esbjerg (CEDO): When they say they have to spend it by November, that money goes back to HUD. It leaves our community. When we evaluate projects, remember that they look at the group's ability to spend money. We have an incredible amount of resources going into DV, but now this money isn't being spent. Maybe there should be a group from the CoC to help with this problem.

Kelly Dougherty (Steps to End Domestic Violence): I agree. It's really challenging. If they get CoC RRH assistance, they are no longer eligible through the homeless preference voucher. So, people wait in the shelter to get a voucher, cause if they used RRH money, it would take maybe 10 years to get a voucher. Some landlords won't accept people with time-limited subsidies. They find themselves bumping up against all these barriers.

Sarah Phillips (VT DCF OEO): RRH works because people bridge to a permanent subsidy, or make more money. Somehow, this project has found itself without a bridge to permanent housing.

Nationally, there is an understanding about RRH being a progressive engagement strategy. TAC and Melany Mondello just worked with them, and there is an understanding that someone could be in RRH and move into a permanent housing or subsidy. Whereas, in this program, the people lose their standing to get into all those programs. We should discuss how to help people in RRH succeed in getting permanent housing.

Kelly Dougherty (Steps to End Domestic Violence): We've got this money where we could house people, and if we really are embracing a housing first model, it's tough to bump up against all these barriers.

Jason Brill (US VA): The VA national guidance has permitted that vets in the SSVF program maintain their chronically homeless status. (SSVF is a homeless prevention and RRH grant.) If there are no other means to get housed at the end of their SSVF funds, they would still be eligible for HUD VASH.

Jane Helmstetter (VT AHS): Why the difference?

Marcy Esbjerg (CEDO): Different funding streams.

Stephanie Bixby (Burlington Housing Authority): Every housing authority decides their own criteria. BHA may have just decided that those in RRH does not let you jump ahead in line.

Kelly Dougherty (Steps to End Domestic Violence): They have a transitional housing grant through the Dept. of Justice. At the end of that rental assistance, they get preference for a voucher. In theory, it's the same idea as the other RRH program.

Stephanie Bixby (Burlington Housing Authority): You can be over-extended on how many partnerships you have. BHA feels over-extended, and can't promise vouchers to everyone around this table.

Marcy Esbjerg (CEDO): We're talking about homeless definitions in HUD's language. E.g. the PIT count counts people in transitional housing, but not PSH and RRH (they are considered stably-housed).

Margaret Bozik (Champlain Housing Trust): I want us to work together to solve this problem. We could have and should have foreseen this from the outset. I hate that we always seem to have to react in crisis mode, and twist arms. If we don't have a permanent subsidy road at the end of this, it feels predictable that we will run into problems.

Jason Brill (US VA): About getting landlords to buy in. Pathways and SSVF do a lot of great work to identify landlords and units for veterans. They have a letter of intent on formal letterhead, which is a formal guarantee to landlords. It reassures the landlords and helps them to buy into the program.

Rebecca Gural (Supportive Services for Veteran Families at UVM): It talks about the funds, and the services they provide.

Daniel Blankenship (Vermont State Housing Authority): When they first created the VT Balance of State CoC RRH program, they identified who might be eligible for it, and most of them weren't employed enough to sustain them after the subsidy, so they created a preference. The waitlist is closed to all preferences right now. It's not necessarily a bad indicator for HUD if you return money because it's a first-year grant, and it got off to a slow start/when they released the money. You can serve outside of Chittenden County if you are having a hard time finding landlords in Chittenden County (see regulations

for details). You can offer 2 months' worth of security deposit instead of 1, one month of property damage, and 1 month of vacancy (see regulations for details/requirements/exceptions).

Sarah Phillips (VT DCF OEO): Daniel is an expert at spending money.

Daniel Blankenship (Vermont State Housing Authority): They don't necessarily give any money to RRH providers, but they have a provider agreement and a lease agreement with landlords.

Sarah Phillips (VT DCF OEO): OEO holds the grant right now, but are in the process of transferring it to Steps to End Domestic Violence.

Sharon Rotax (Steps to End Domestic Violence): Although, it has been great for it to come from OEO because it adds in extra confidentiality for the survivors. They will only do a letter of intent if the survivor wants them to due to respecting confidentiality.

Stephanie Bixby (Burlington Housing Authority): You have run up against a difficult time in the housing market. BHA has seen a lot of clients whose vouchers expire because of not being able to find an apartment—especially smaller apartments are so hard to find.

Sharon Rotax (Steps to End Domestic Violence): It feels awful because they have so many people who need the money.

Kim Colville (Vermont Center for Independent Living): Being a survivor herself, she understands about confidentiality, but the more she understands the local housing market, the more she would be okay with sharing more info. When you experience DV and are homeless, and may or may not have a job, it's a lot of weight on you.

Jane Helmstetter (VT AHS): Kelly, if you want to set up a time to discuss it further, email the group.

Diana Carminati (United Way of Northwest Vermont): We need to make sure that people don't have to make themselves that vulnerable to get housed in our community. (Shouldn't need to share their whole story with everyone.) We should bring some humanity to this process. We should shift around funds if needed.

##### **5. Jobs for Independence Program (Travis Poulin, Chittenden Community Action)**

**Travis will update us on this grant program, which helps to connect people experiencing homelessness with job opportunities.**

**See Appendix B: Jobs for Independence pamphlet.**

Travis Poulin (Chittenden Community Action): Jobs for Independence is a USDA pilot program in 10 states through SNAP. (In general, it's an attempt to help people get to a point where they no longer need food stamps.) It's designed to help 3 Squares VT participants obtain employment and increase wages. They have to be getting SNAP, and have one of 4 primary barriers to employment (unstable housing, mental health issues, substance abuse, criminal record). This is a limited time opportunity until October 2017.

Benefits for participants may include financial capability training, job training, post-employment..., RRH, etc. Long list of great things. People have gotten their car fixed, rent payments, telephone, utility

payments. It's very tailored if you are enrolled in enhanced services (the "treatment group"). People will randomly be placed in the enhanced services group or the control group. Even the control group gets some great services through the VT DOL.

They are seeking 3,000 participants statewide by end of October. So far, they have a bit over 1,000 applicants. Send Community Action referrals! There is a 1-page referral they will do. Orientations are held twice a week.

The focus is on single able-bodied individuals with no kids and not on reach up.

Laura Wilson (Cathedral Square/SASH): Do you have a contact at the DOL? We struggle to fill positions. (I didn't catch who said this): Someone points out that the Jobs for Independence handout says the deadline is Dec. 31, 2017.

Travis Poulin (Chittenden Community Action): Maybe they extended the deadline a bit.

**6. Ranking and Review Policy, Committee Members and Scoring Sheet for the Application to the U.S. Department of Housing & Urban Development (HUD) (Marcy Esbjerg, Community & Economic Development Office)**

**Marcy will present the materials to be used for our upcoming application for HUD funding under the federal Continuum of Care program and the people who will be reviewing the applications.**

**See Appendices:**

**Appendix C: CCHA Ranking Policy FY2017 NOFA draft**

**Appendix D: CCHA Renewal Project Priority Ranking Form FY2017 NOFA draft**

**Appendix E: CCHA New Project Priority Ranking Form FY2017 NOFA draft**

**Appendix F: CCHA Renewal Project Scoring Sheet Instructions FY2017 NOFA draft**

Marcy Esbjerg (CEDO): We're getting ready to do our NOFA from HUD for CCHA/Chittenden CoC. We usually have 60-90 days to respond once they release it, and it's a frantic pace. There's never any new money available, but we have the possibility to reallocate money. She thinks we should reallocate the funding for the BHA SRO Mod Rehab project with Spectrum and Howard Center because that program will be "giving up the ghost."

Today, she wants to walk you through the CCHA Ranking Policy. She tried to edit it to make it more generic.

She has not checked in with the organizations/people whose names are listed to see if they want to serve on the Application Ranking Committee again. Keep in mind only those not getting funds can be on the committee.

We already have a good menu of projects that we feel are important to our community. She deleted projects that were not relevant. Because coordinated entry is so important, she took the HMIS funds out of the ranking, because obviously we need it and trying to compare it to other programs to score it would be like comparing apples to oranges.

The people listed who are here, do you want to be on the CCHA Application Ranking Committee?

Sarah Phillips (VT DCF OEO): The DV folks don't use HMIS, they use an HMIS-comparable system as they need to do to follow the law. Should we spell that out explicitly? You don't want to penalize a project for following the law.

Marcy Esbjerg (CEDO): The rating tool only has the one HMIS spot.

Sarah Phillips (VT DCF OEO): But in the ranking tool it mentions the project having HMIS. So, shouldn't that say HMIS or HMIS-comparable system for DV providers?  
They have some performance measures they have the HMIS report on.

Kim Colville (Vermont Center for Independent Living): Can we have a workgroup that assesses our CCHA's projects' performance? It would make our applications stronger.

Jane Helmstetter (VT AHS): She would like to be a non-voting member of that group.

Margaret Bozik (Champlain Housing Trust): We could make it the NOFA and performance review committee. We could change the name of it in the charter in September.

Sarah Phillips (VT DCF OEO): There might be more people who want to be in that conversation.

Jane Helmstetter (VT AHS): Well, there could be non-voting members.

Kim Colville (Vermont Center for Independent Living): It would be good to have it be a separate group than the NOFA committee

Stephen Marshall (Homeless Community): I would like to be part of the committee.

Marcy Esbjerg (CEDO): Marcy will take on organizing it. Tell Marcy if you are interested in being on the Performance Review Committee.

People who volunteer to be on the Performance Review Committee:

Jason Brill (US VA), Kim Colville (Vermont Center for Independent Living), Kevin Pounds (ANEW Place), Stephen Marshall (Homeless Community), and Jane Helmstetter (VT AHS) as a non-voting member.

**VOTE: To approve the CCHA Ranking Policy.**

Moves to vote: Margaret Bozik (Champlain Housing Trust)

Seconds the motion: Erin Ahearn (Safe Harbor Health Center, CHCB)

Yes: 16

No: 0

Abstentions: 2 (Jane Helmstetter [VT AHS] and Stephen Marshall [Homeless Community])

**Motion passes.**

Marcy Esbjerg (CEDO): She will put a letter of intent out. There will probably be a bonus project option, but she's not sure.

*(Now looking at the CCHA Project Priority Ranking forms.)*

Marcy thanks the VT BoS CoC, and she also looked at other CoC forms.

New this year, there is a pass/fail threshold for everything.

**She will add into the HMIS area "or like system for DV."**

Last year, they focused a lot on project type, but since our portfolio is already honed to that, they lessened that section.

Part C – This part gets many, many more points this year.

Part D – These are our processes, where we are scored competitively across the country. If a program doesn't fill all its beds, or use all its money, that lowers the score for the whole continuum.

Part E – Budget/Cost Effectiveness/Capacity – They are focusing on this section more now this year.

Margaret Bozik (Champlain Housing Trust): Does cost per bed include leveraged money? (*On ranking forms: Part E, #3*)

Marcy Esbjerg (CEDO): They will do it both ways – the cost per bed based on HUD money, and overall money spent, so that it's clear if people are using leveraged funds/matched funds/outside funding sources.

We would also ask if an agency's been monitored by HUD, and if that's been resolved.

Marcy does all the calculations. Maybe Paddy can help this year.

She's having a hard time getting specificity on what are the minimum HUD goals.

There are a few places where she has Xs listed instead of numbers ("xx%") because she wasn't sure what the HUD goals are this year. E.g. Part C Points available

**Vote: To approve CCHA Project Priority Ranking Forms (New & Renewal) (with the HMIS DV edit included).**

Motions to vote: Margaret Bozik (Champlain Housing Trust)

Seconds the motion: Stephanie Bixby (Burlington Housing Authority)

Yes: 18

Opposed: 0

Abstain: 0

**Motion passes.**

## **7. Committee Reports**

### **a. Strategic Planning (Jane Helmstetter, VT Agency of Human Services)**

Jane Helmstetter (VT AHS): Please look at the Strategic Planning Committee map that Margaret Bozik made. (*Jane emailed it to the CCHA google group yesterday.*) Send feedback on it to Jane.

Jane is looking to pass the baton to someone else to chair the CCHA Strategic Planning Committee in the fall.

### **b. Coordinated Entry (Chris Brzovic, Champlain Valley Office of Economic Opportunity)**

Chris Brzovic (CVOEO): We have a HUD deadline for coordinated entry. We have coordinated entry meetings coming up on August 8<sup>th</sup> and 10<sup>th</sup>. We'll have a forum in November, and a solid draft in December to present to the Steering Committee. The steering committee needs to improve it for sure by its January meeting.

We're looking at how our system works now, but drafting how we want it to work.

## **8. Schedule and Agenda for August Steering Committee meeting**

Stephen Marshall (Homeless Community): I want to start working on the PIT count now, not wait until the last minute.

Margaret Bozik (Champlain Housing Trust): We'll add it to the agenda for the next meeting.

Strategic plan

Reallocation

Outreach including the PIT Count Committee

Other NOFA stuff -- Margaret Bozik (Champlain Housing Trust) points out that we might need to spend a lot of time on that, so let's leave the agenda otherwise light.

\* Next **CCHA Steering Committee Meeting**: Thursday, August 3, 2017, 9:00 AM – 11:00 AM, Champlain Housing Trust, 88 King Street, Burlington, VT – 2<sup>nd</sup> floor conference room.