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| --- | --- | --- | --- |
| **Board Representative** | **Board Member Position** | **Affiliation** | **Present Y/N/P**  |
| Andrea Hurley | VSHA – CoC Support Specialist |  | Y |
| Ari Kisler | Youth | Vermont Coalition of Runaway and Homeless Youth Programs (VCRHYP) | Y |
| Brian Smith | Dept of Mental Health | AHS - Department of Mental Health | Y |
| Brooke Jenkins | Washington CoC | Good Samaritan Shelter | N |
| Daniel Blankenship | Public Housing Authority/Collaborative Applicant | Vermont State Housing Authority | Y |
| Dawn Butterfield | Lamoille CoC/Treasurer | Capstone Community Action | N |
| Deborah Ormsbee | Member-At-Large | Vermont Agency of Education | N |
| Doug Sinclair  | Addison CoC | Charter House | Y |
| Elizabeth Eddy | Bennington CoC | BROC - Community Action South-West Vermont | P |
| Emily Higgins | Vermont Agency of Human Services | AHS - Office of Economic Opportunity | P |
| Erhard Mahnke | Member-At-Large | VAHC | Y |
| Heather Hinckley | Rutland CoC, Secretary | Homeless Prevention Center | Y |
| Holly Olio | Franklin/GI CoC | NCSS | P |
| Jason Brill | Veterans Affairs | U.S. Veterans Administration | Y |
| Josh Davis | Co-Chair | Groundworks Collaborative | N |
| Kara Casey | Domestic and Sexual Violence | Vermont Network Against Domestic and Sexual Violence | Y |
| Kathy Griffin | Orleans CoC | Northeast Kingdom Community Action (NECKA) | N |
| Margaret Bozik  | Chittenden CoC | Champlain Housing Trust | N |
| MaryEllen Mendl | Member-At-Large | United Ways of Vermont, 211 | N |
| Meghan Morrow Raftery | HMIS Administrator | Institute for Community Alliances | N |
| Pat Burke  | Windsor-South/Windham-North | Southeastern Vermont Community Action (SEVCA) | N |
| Peter Kellerman |   | John Graham Housing and Services | N |
| Rebeka Lawrence-Gomez | Co-Chair | Pathways Vermont | Y |
| Renee Weeks  | Windsor-North/Orange | Upper Valley Haven  | Y |
| Shaun Gilpin | Housing Partners | DHCD | N |
| Shawn Kelly | Person with Lived Experience |  | Y |
| Suzanne Legare Belcher | Caledonia/Essex CoC | AHS - Field Representative | N |
| VACANT | Windham South |  |  |
| Whitney Nichols | Person with Lived Experience |  | Y |

**Additional Attendees**:

|  |  |
| --- | --- |
| Lee Trapeni | SSHP |
| Angus Chaney | HPC |
| Toni Grant | Capstone |
| Susan Howes | SEVCA |
| Steve Lunna | SSVF |
| Joyce Cloutier | Veteran’s Inc. |
| Maureen O’Reilly | Vt. Legal Aid |
| Siera Hargrave | NEKCA |
| Jenna O’Farrell | NEKCA |
| Andrea Tiso | VHFA |
| Tara Chase | WCYS – Springfield CoC |

**Call To Order**

**Attendance and Brief Announcements**

* VA – March 9, Veteran’s Summit at the Johnson Campus this year, and at this event there will be a “Stand Down” for homeless veterans. Food will be provided. Free activities are going to be available for veterans.
	+ NOFA in early 2019 for case management for assisting transitioning veterans – it is pretty open for agencies with multiple specialties – more info to come and it will be shared as it is received.
* SSVF – Will be rolling out “rapid resolution”. This is a program in line with prevention $ to assist veterans who are couch surfing and/or living with family. Will know more after Steve travels to OH to learn more about this program.
* HPC – 19th Annual Candlelight Vigil on December 21st at 5pm in Depot Park in Rutland, all are invited.
* Erhard – Send him an email if you are not on the mailing list for VAHC so that you can be added. Burlington is holding their candlelight vigil on Thursday.

**Approval of November Minutes**

* Motion made and passed to accept the minutes from the meeting, with three abstentions.

**Approval of Treasurer’s Report**

* Not everyone received a copy of the treasurer’s report. Josh was emailing it to Andrea so that it could get distributed and then we would return to this item for approval.

**Committee Reports**

* **PIT Committee**
	+ Have had a bit of a short planning time for the PIT because of several things…no CoC Support Specialist or a chair for the committee.
	+ Chittenden CoC has done a lot of vetting of the form.
	+ This annual count is done one night of the year to give a snapshot of the literally homeless.
	+ This data is used a lot for our application with HUD, but also it is used a lot for State needs to understand where funds should go.
	+ We do the best we can with an entire volunteer operation.
	+ January 23 is this year’s date.
	+ Formatting is the basic change to the form.
	+ There is both hard copy forms and a Google Form.
	+ HMIS users can put the information directly into that system for the count, so no form is needed.
	+ All forms should be complete and submitted to the local coordinator by Friday, February 1st.
	+ AHS will submit their homeless information to Geoffrey Pippinger for the count, as will other designated agencies who do GA housing i.e. domestic violence shelters.
	+ The number of people in the household, i.e. adults and children, is particularly helpful when there is not a lot of information on the bottom portion of the form, as in DV situations.
	+ Veteran’s count has been a concern of the VA and the Veteran’s Committee because of accuracy. This is based on self-reporting, not on eligibility.
		- Current form needs to be changed to remove the Nat’l Guard and Reserve piece.
	+ DV on form has been changed to “currently fleeing”. This also has to be distinguished as fleeing from an intimate partner ONLY.
		- Do NOT get initials for this group, only an age range.
		- If you are doing the count and someone shares that they are currently fleeing, make sure to have local information for assistance with you.
	+ Training is planned to be occurring the week of January 7th, this will be a webinar and will be recorded for folks who cannot participate that day.
	+ Schools cannot conduct the PIT. Families can be referred to 211 by schools.
* **HMIS Committee**
	+ LSA updates. This is where we do our annual homeless assessment report, each quarter to assist in how we get funded and policies, etc.
* **Legislative Committee**
	+ Proposed legislative priorities were distributed. (Attached)
	+ Erhard was asking for a vote for him to represent the VCEH in Montpelier. A motion was made and seconded, passed for Erhard to do this.
	+ January 16th is Homeless Awareness Day at the legislature. Please save the date and if you are attending please arrive by noon.
* **Veteran’s Committee**
	+ The new referral process has been accepted. The Veteran’s Committee Representative is up and running. Will Vilardo is the contact for info on the policy.
* **Strategic Planning**
	+ We are working on this and with the CoC Specialist we will be able to pick up those pieces and are now able to make some progress towards our goals. Several things that are in the forefront is orientation and the potential merger of BoS and Chittenden, which will be discussed later.
* **Youth Committee**
	+ Working on the coordinated community plan which is due to HUD on March 13th. We will be voting on this in February.
	+ Have been able to pull down some money from the Youth Demonstration Project for the planning process.
	+ Heads up that VCEH will need to approve the plan before submitting to HUD, so a vote will be warned for this.
* **Local CoC Spotlight – Southern Windham CoC – Susan Howes**
	+ Retention has been a hot topic of the CoC
	+ Hoarding disorder trainings
	+ Housing retention tool kit is being built
	+ “How to be a successful renter” training series is happening
		- Voices of Home – on VAHC website is a soft skill building rental education class.
	+ CoC wants to improve advocacy and identify gaps in housing in their area.
* **Combination of VCEH and VAHC?**
	+ What would be the benefits/challenges
	+ Meeting this upcoming Thursday to discuss this
	+ HUD has some guidance around this
	+ Looking for volunteers to be a part of this conversation
* **Next Meeting Dates**
	+ January 15 or 22 – discussion will happen off line and an email will be sent, as Safe Space training needs to be scheduled.
	+ February 19