**Green text on a black background

Description automatically generated**

**VT Balance of State Continuum of Care**

Board Meeting Minutes

Tuesday February, 18 2025

10:00-11:30 am

Join Zoom Meeting:

<https://us02web.zoom.us/j/81144850126?pwd=WTJxdHcxZTRNbzF6Q1JKMkdKMlM0QT09>

Meeting ID: 811 4485 0126 Passcode: 810280

One tap mobile +19292056099,,81144850126#,,,,\*810280# US (New York)

**Meeting Agenda**

10:00 Call to Order & Attendance

* Please sign in via the chat box with your name and affiliation
* If phoning in please introduce yourself & relationship to VT BoS CoC, pronouns optional
* This meeting will be recorded as reference for minutes
* Mute your microphone if you are not talking and, if possible, keep video

10:05 Consider approval of minutes for Balance of State CoC Membership meeting held on Tues. Jan. 21, 2024 Minutes are available here, <https://helpingtohousevt.org/minutes/>

* Motion by Jess, second by Lee, motion passes.

10:05 VT BoS CoC staff report, Molly Shimko

* Point in Time & Housing Inventory Count Updates
  + All PIT Information should be submitted!
  + Friday, February 21, 2025: All agencies should have confirmed and accurate HIC report with ICA
  + From ICA: The submission of system performance measures has been postponed, but they are still committed to submitting the PIT count by HUD’s due date, which is the end of April.
  + The March VT BoS CoC Board Meeting on March 18th will be in person in Waterbury. There will be a virtual option for broader membership. We are also hoping to have in person board meetings in May, August, and October.
* All Board Members need to fill out this Conflict of Interest Form and return to me at [mshimko@hhav.org](mailto:mshimko@hhav.org)
  + [VT BoS CoC Conflict of Interest](https://helpingtohousevt.org/wp-content/uploads/2025/02/Conflict-of-Interest-Policy-approved.pdf)
  + [PDF COI Form](https://helpingtohousevt.org/wp-content/uploads/2025/02/Vermont-BoS-Conflict-of-Interest-Disclosure-Form.pdf)
  + [Word Doc COI Form](https://helpingtohousevt.org/wp-content/uploads/2025/02/Vermont-BoS-Conflict-of-Interest-Disclosure-Form.docx)

10:15 HHAV Organizational & Legislative Update, Frank Knaack

* The Budget Adjustment Act will be on Senate Floor on Thursday & Friday. This would extend the winter weather GA housing program until June 30th, effectively ending the 80-night cap & 1100 room cap. It would also include $8.6 million for VHCB and $2.8 million toward the 3rd phase of the Developmental Disabilities Housing Initiative, which would house 10 individuals with developmental disabilities in housing being developed by CHT.
* Email [this](mailto:https://docs.google.com/document/d/11KuEYoSaUJJ7bObU-owGVRSrn75Pp1ZdbM6gYW77tp8/edit?tab=t.0) to your senator to support BAA as passed by the house.
* Frank will circulate a sign-on letter to put maximum pressure on Governor Scott to sign the Budget Adjustment Act. The goal is to have 70-90 orgs sign on.

10:30 Local Housing Coalition Work Update with Abby Miller, Housing Innovations

* We are undertaking a process with Local Housing Coalition (LHC) leads to do 2 things: **foundational, procedural work** (what to include in LHC charter, how to set up an actionable agenda) so that LHCs can have fewer decisions to make with a clear template, and **strategy work,** which will tie local priorities with statewide priorities. HHAV has done outreach on statewide priorities to inform their strategic planning process, which will be finalized around June. We are hoping to create a standard process for agendas and how LHCs work, and a matrix that explains the roles of LHCs, the BoS CoC, and their relationship with each other. Most of this LHC work will be done at the leadership meeting, and Abby will give regular updates at the board meetings.

10:40 Orientation to the VT BoS CoC! Link to Slides [LINK to Slides](https://helpingtohousevt.org/wp-content/uploads/2025/02/VT-BoS-CoC-Welcome-Orientation-2-1.pdf.pdf)

11:15 **Vote to approve the inclusion of VT BoS CoC Board Member Bios on HHAV Website**

Motion by Mary, second by Casey, motion passes.

11:20 VT BoS CoC Committee Reports & Discussion of VT BoS CoC Committees [View VT BoS CoC Committees](https://helpingtohousevt.org/committees/) & other announcements

* If you are a committee chair, please submit an updated list of active committee, subcommittee, & workgroup participants via [Google Form](https://docs.google.com/forms/d/e/1FAIpQLSfdNbRzCcuDOS379gXzlC5qqacN7khbGXP22b_7k7XPgf0FEQ/viewform) and please update your calendar invite to reflect the most updated attendance list in January 2025
* Charters are due end of april
* **Vote to approve Committee Report Form & Charter Template as required monthly & yearly respectively for each committee**
* Motion by Jess, second by mary, motion passes.
  + Committee Report Form
    - [PDF](https://helpingtohousevt.org/wp-content/uploads/2025/01/Committee-Report-Form-DRAFT.pdf), [Word Document](https://helpingtohousevt.org/wp-content/uploads/2025/01/Committee-Report-Form-DRAFT.docx), [Google Drive Documents](https://drive.google.com/drive/folders/1s2JcmiSELIkNifUyIL7zoqtwsi1xeXf7?usp=sharing)
  + Committee Charter Template
    - [PDF](https://helpingtohousevt.org/wp-content/uploads/2025/01/Committee-Charter-Template-DRAFT.pdf), [Word Document](https://helpingtohousevt.org/wp-content/uploads/2025/01/Committee-Charter-Template-DRAFT.docx), [Google Drive Documents](https://drive.google.com/drive/folders/1s2JcmiSELIkNifUyIL7zoqtwsi1xeXf7?usp=sharing)
  + Confirm 2025 meeting dates (quarterly)
    - VT BoS CoC will create yearly committee calendar
    - Send your committee dates to Grace at [gshyer@hhav.org](mailto:gshyer@hhav.org)
  + Maintain active participant list updated yearly in January

11:25 Board Members & Members: Any suggestions for topics of suggestions for next meeting?

Committee updates:

* **CE committee update:** at the stage where lead agencies have submitted yearly evaluation data a smaller working group will analyze and compile data into the report which will be submitted to the board.
* **Membership committee & strategic planning committee:** Jess will call meetings for both committees to work on their committee charters.

**2024 VT BoS CoC Board Members**

|  |
| --- |
| Ari Kisler  Casey Winterson  Cheryl Jackins  Chris Mitchell  Daniel Franklin  Gary Stroud  Jason Brill  Jeanne Montross  Jess Graff  Jessica Makela  Kate Logan  Kathi Partlow  Kim Anetsberger  Lee Trapeni  Libby Bennett  Lou-Anne Wood |
| L’Tonya Johnson  Marie Lennon  Mary Gerisch  Rebecca King  Rewa Worthington |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Board Member Position** | **Affiliation** | **Present?** |
| Kim Anetsberger | Co-Chair & Lamoille Rep | Lamoille Community House | x |
| Mary Gerisch | Co-Chair & Bennington Rep | Bennington Housing Authority | x |
| Ari Kisler | One rep for VT-ASH | AHS, DCF, OEO | x |
| Rebecca King | One rep for victims of DV/SV | PAVE |  |
| Jason Brill | One rep for veterans | U.S. Dept. of Veterans Affairs | x |
| Kate Logan | One rep for Youth | VCHRYP/Elevate Youth | x |
| Gary Stroud | Rep with lived experience | Brattleboro |  |
| Marie Lennon | Rep with lived experience | Middlebury |  |
| Rewa Worthington | One rep for Housing Partners | Evernorth | x |
| Lou-Anne Wood | One rep for Complex Care | AHS-Vermont Chronic Care Initiative | x |
| Cheryl Jackins | One Rep for Mental Health | Pathways Vermont | x |
| Daniel Franklin | One Rep for Substance Use | Recovery Vermont/VAMHAR | x |
| Jeanne Montross | Addison Coalition Rep | HOPE | x |
| Jess Graff | Franklin/Grand Isle Coalition Rep | CVOEO F/GI Community Action | x |
| Chris Mitchell | Caledonia & S. Essex Coalition | AHS | x |
| L’Tonya Johnson | North Windsor & Orange Coalition | Upper Valley Haven | x |
| Casey Winterson | Orleans & N. Essex Coalition Rep | NEKCA | x |
| Jessica Makela | Rutland Coalition Rep | Homeless Prevention Center | x |
| Lee Trapeni | So Windsor & No Windham Coalition Rep | Springfield Supported Housing | x |
| Libby Bennet | South Windham Coalition Rep | Groundworks Collaborative |  |
| Kathi Partlow | Washington Coalition Rep | Downstreet |  |