**Green text on a black background

Description automatically generated**

**VT Balance of State Continuum of Care**

Board Meeting Minutes

Tuesday June 17, 2025

10:00 AM -12:00 PM

Join Zoom Meeting

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

Meeting ID: 811 4485 0126 Passcode: 810280

**Meeting Minutes**

10:00 Consider approval of minutes for Balance of State CoC Board meeting held on Tues. May 20, 2025 Minutes are available here, <https://helpingtohousevt.org/minutes/>

* Mary moves, Jess seconds, motion passes

10:05 VT BoS CoC staff report, Molly Shimko

* 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)
* FY24 NOFO Brief Debrief
  + All renewal projects were funded, and one new project was funded. *Board members are crucial in making sure we get federal funding in Vermont, via voting throughout the NOFO process!*
  + Brought in $6 million in renewal funding to: VSHA, Brattleboro Housing Authority, VCRHYP via Elevate Youth Services, HMIS programs via ICA/OEO
  + Brought in $400k in new funding for an RRH project through Washington County Mental Health Services
  + Thanks to our work with Abby at Housing Innovations, we improved our overall NOFO score by 20 points! We scored 15 points above the median score, and 19 points below the highest score.
* PIT and HIC have been submitted

10:15 HHAV Organizational & Legislative Update, Frank Knaack

* Governor signed the budget with the exact same GA restrictions as last year: same 80-night cap and 1100 room cap, same winter weather period from Dec. 1 – April 1, all of which has the same eligibility requirements as last year.
* The folks that were sheltered under the April 1st executive order who were thought to be sheltered outside of their 80 nights – those nights were being counted toward their 80 nights, so there will be a large amount of exits on July 1.
* Kara Casey: VT Network was listed in H.91 as taking over the administration for DV/SV shelters that receive HOP funding and DV/SV orgs that have a motel pool. The VT Network been asked to take that over by OEO anyway – so they are moving forward with this by applying for the HOP grant under the “statewide domestic and sexual violence administrator” category. They will be taking over the monitoring and sub-granting of all the domestic and sexual violence shelters, as well as creating a statewide domestic and sexual violence motel pool.
* H.91 set aside 7 million in anticipation of the transition to CAP agencies, and we are now trying to reappropriate those funds toward vouchers because of the program cuts from HUD for housing authority vouchers.
* HHAV board of directors approved our strategic plan which will be the guidepost for next three years of work. Will present at the July Balance of State Membership Meeting. A huge chunk of that work is focusing on supporting and building up the capacity of the BoS and LHCs.

10:30 Coordinated Entry [Status Update Form](https://helpingtohousevt.org/wp-content/uploads/2025/06/fillableStatus-Update-Form-5-20-2025_distributed.pdf), Jess Graff, CVOEO

* [The policy](https://helpingtohousevt.org/wp-content/uploads/2025/06/3.3-Active-and-Inactive-Lists-Policy-draft-5.2025-update-002.docx) states: At least once every 90 days, contact will be made with households currently enrolled in Coordinated Entry by their assigned Housing Navigator. If a household does not have a Housing Navigator assigned, the Coordinated Entry Partner that added them to the Master List will make contact.
* This policy is being put into place so that case managers or CE agencies may track and update information on households who may be enrolled in CE for long periods of time but might not qualify for a specific program or are waiting for a project enrollment/case manager assignment. This ensures that the households are still eligible, that their information is up to date, etc.
* ICA set it up within HMIS so that client profiles automatically track whether a status update form is due, overdue or completed.

10:50 **Vote to approve the** [**Status Update Coordinated Entry Policy**](https://helpingtohousevt.org/wp-content/uploads/2025/06/3.3-Active-and-Inactive-Lists-Policy-draft-5.2025-update-002.docx) **(VT BoS CoC Board Member Vote Only)**

* Libby motion, Jess second, policy passes

10:55 [Presentation on 2025 PIT & HIC Data](file:///Users/graceshyer/Library/CloudStorage/OneDrive-SharedLibraries-VermontCoalitiontoEndHomelessness/VCEH%20-%20Documents/PIT%20&%20HIC/PIT%202025/2025%20VT%20BoS%20PIT%20Presentation.pdf), Meghan Morrow Raftery and the team at Institute for Community Alliances

* + View linked slides for detailed PIT data.

11:15 VT BoS CoC Committee Reports [View VT BoS CoC Committees](https://helpingtohousevt.org/committees/), make sure Committee Charters are submitted by April VT BoS CoC Board Meeting ( & other announcements)

Membership Committee

PLEE Subcommittee

NOFO/Scoring/Ranking Committee

PIT Committee

HMIS Advisory Committee

Coordinated Entry Committee

\*Veterans Committee

Strategic Planning Committee

Education & Training Committee

Youth Committee

* + 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

Membership committee: Met to brainstorm for the July in-person membership meeting.

HMIS report: Finalizing policies and procedures which will be voted on at next board meeting.

Youth committee: voted to rename itself as Committee to End Youth Homelessness. Also approved its committee charter. Elected secretary – Liz Keck. Will be adding more members between now and next quarterly meeting.

Veterans Committee: unsheltered veterans surge event happening in Rutland on Tuesday, June 24th.



**2024 VT BoS CoC Board Members**

|  |  |  |  |
| --- | --- | --- | --- |
| **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 |  |
| 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 |  |
| L’Tonya Johnson | North Windsor & Orange Coalition | Upper Valley Haven | x |
| Casey Winterson | Orleans & N. Essex Coalition Rep | NEKCA |  |
| 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 | x |
| Kathi Partlow | Washington Coalition Rep | Downstreet | x |