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**VT Balance of State Continuum of Care**

Board Meeting Minutes

Tuesday July 15, 2025

In-Person at Judd Hall, Vermont University Randolph Campus

3:00 – 4:00 PM

Join Zoom Meeting

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

Meeting ID: 811 4485 0126 Passcode: 810280

**Meeting Agenda**

2:00 Introductions & snacks!

2:10 Identities Exercise, Kim Anetsbeger, VT BoS CoC Co-Chair, and Lamoille Community

House

2:40 VT BoS CoC staff report, Molly Shimko

* All Board Members need to fill out this Conflict of Interest Form. Molly will have hard copies for those who have not yet filled out to sign.
	+ [VT BoS CoC Conflict of Interest](https://helpingtohousevt.org/wp-content/uploads/2025/02/Conflict-of-Interest-Policy-approved.pdf)

2:45 Consider approval of minutes for Balance of State CoC Board meeting held on Tues. June 17, 2025 Minutes are available here, <https://helpingtohousevt.org/minutes/>

* Jess moves, Marie seconds, motion passes. (Ari and Jason abstain).

2:50 **Vote: Approve the** [**2025 HMIS Policy and Procedures Manual**](https://helpingtohousevt.org/wp-content/uploads/2025/07/2025-Watermarked-VT-HMIS-Policies-and-Procedures-DRAFT.docx) **(VT BoS CoC Board Member Vote Only)**

* Meghan: There is updated verbiage about not collecting immigration and citizenship data unless legally impelled. The committee consulted with Jill Martin Diaz, an immigration attorney at the Vermont Asylum Assistance Project, on language to use in the policy and enhancing verbiage around what to do if law enforcement requested data. The policy states that law enforcement must provide proper legal documentation and the request/information must be relevant to a legitimate investigation. The policy states that ICA may provide the data but may not (in consultation with their lawyers).
* There is also now language around using HMIS outside of one’s normal working state/region due to security concerns – users are not allowed to open HMIS in non-secure locations.
* Another update is HMIS will use the word participant instead of consumer/client.
* If there is any sort of user/agent violation, ICA can determine the need for a different solution for a violation in the case of an emergency, if the user needs to be back using HMIS very quickly.

Casey moves, jess seconds, motion passes.

3:00 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

* + NOFO: This was supposed to be a 2-year NOFO term, but HUD announced a potential new NOFO for this year. No updates yet.
	+ CE: Had meetings about how CE Lead Agencies are designated, and how to redesignate if a Lead Agency is not fulfilling their responsibilities. Talked about what needs to go into a policy and what needs to go into a partnership agreement. Also, we got approved for HUD TA for CE, will start that up soon.
	+ PLE: Focused on recruiting new members for the committee.
	+ Strategic planning committee: Had decided to wait until HHAV’s strategic planning was finished, and it has, so this committee may start up again soon.
	+ 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
	+ Maintain active participant list updated yearly in January

**2025 VT BoS CoC Board Members**

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| **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 | x |
| 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 |  |
| Jeanne Montross | Addison Coalition Rep | HOPE |  |
| 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 | x |
| Kathi Partlow  | Washington Coalition Rep | Downstreet | x |