

**CT BOS Steering Committee Meeting Minutes
June 2, 2014**

| Voting Steering Committee Members Present | Agency/Jurisdiction Represented |
|---|--|
| Barbara Geller | DMHAS |
| Alice Minervino | DMHAS |
| Steve DiLella | DMHAS |
| Ron Krom | Middlesex CoC |
| John Merz | ACT |
| Phil Lysiak | Bristol CoC |
| Lisa Tepper Bates | CCEH |
| Brian Roccapriore | CCEH |
| Milena Sangut | Danbury CoC |
| John Bradley | New Haven CoC |
| Sarah Gallagher | CSH |
| Fred Morton | CSH |
| Andrea Hakian | Manchester CoC |
| Lisa Shippee | New London CoC |
| Fred Morton | CSH |
| Terry Nash | CHFA |
| Kim Samaroo | DCF |
| Alicia Woodsby | Partnership for Strong Communities |
| Pat Kupec | DOC |
| Kitty Dudley | DOC |
| Meeting Participants | Agency/Jurisdiction Represented |
| David Rich | Supportive Housing Works |
| Lauren Zimmerman | Supportive Housing Works |
| Consultants: Suzanne Wagner and Liz Isaacs, Housing Innovations | |
| Steering Committee Members Not Present | Agency/Jurisdiction Represented |
| David Rinaldi | Individual |
| Matthew Abbott | VA |
| Mike Santoro | DOH |
| Louis Tallarita | DOE |
| Nancy Cannavo | Litchfield CoC |

1. Introductions and Announcements

- a. Review/Approve Minutes
- b. All CoC Bi-annual Meeting /Provider Meeting to be scheduled for July
- c. Work on Rapid Rehousing policies for CoC RR
 - i. There will be a working group to finalize these.
f/u: Housing Innovations to contact New Reach to join working group since they have RRH project
- d. Definition of CH – HUD will be coming up with a definition.
F/u: If no definition from HUD by September, convene meeting with all key stake holders to discuss how CT will define for next homeless count.
- e. CCEH and CSH looking at data to see how CH, long-term stayers, VI SPDAT respondents and FUSE and SIF populations overlap.

2. Reaching Home Update

- a. Reaching Home Dinner – June 12 - honoring Gov. Molloy and housing heroes

- b. Work groups in high gear working on recommendations for legislative session. Looking at RRH and estimating need and pop served for next round for state program. Crisis Response meeting is 6/19/14 1-3 at Lyceum.

3. Con Plans

- a. It was noted that there is an expectation by HUD that the CoC is to responsible for reviewing and endorsing Con Plans.
- b. New Haven summary (see page 3). These are comments for future feedback.
- c. Next steps – review State Action plan once released

4. 2014 Monitoring

- a. It was noted that when HUD finds ineligible activities or service recipients in programs, they have been requiring agencies to pay back funds. It was also noted that HUD expects CoC to monitor their programs.
- b. Feedback from Sub-CoC's on Program Monitoring Tool (see handout)
 - i. Middlesex Sub-CoC consensus from meeting was that the monitoring would be a lot of work and time consuming
 - ii. There was discussion around combining this monitoring with other state monitoring. It was decided that there is probably not enough overlap to combine the monitoring visits.
- c. Selection Criteria for Monitoring Grantees (see page 4)
 - i. It was suggested that if a project has been monitored by HUD in past 3 years, they should get a pass for this year.

It was suggested that the CoC apply these selection criteria and identify seven projects that meet the performance and prioritization criteria listed on page 4. Agencies would have the option of being monitored. If an agency declines, the next lowest scoring and highest risk projects would be approached to schedule monitoring visits until 7 agencies are identified. Approved by consensus.

5. HMIS Updates

- a. BOS Dashboard Report (see handout)
F/U: Consultants working to follow up with agencies with poor performance. Some problems understanding the report and following up with Nutmeg.
- b. Conversion update
 - a. Area 5 (Middlesex) goes live this month, data quality should improve
- c. HMIS Steering Committee update
 - a. Next meeting is Wednesday, June 4
 - b. Steering Committee is working on by-laws
 - c. It was noted that each sub-CoC should have their HMIS rep report back to local meetings

6. Coordinated Access Planning

- a. Updates from DOH & CCEH
 - i. All CANs are actively meeting. 211 going live on 7/1/14.
 - ii. CCEH is providing TA and is working with statewide group with templates and understanding role of HOT and issues of shelter diversion.
 - iii. CCEH notes that there could be a system that is able to filter for FUSE, SIF, sub-pops using VI-SPDAT and other layers

- b. Updates on local CA planning
 - i. Coastal Fairfield has VI SPDAT in ECM and data will be given to them this week and will better understand functionality
 - ii. It was noted that Bristol does not have diversion resources and is not sure how to redirect resources to get this done.
 - iii. It was noted that there is a need for planning the responsibilities of follow-up with clients in communities.
- c. Update on statewide planning
 - i. The state has multiple data sources with HMIS and VI-SPDAT and that there is a need to review if people from the VI-SPDAT are in HMIS.
 - ii. There is a need to add a principle to Coordinated Access that the goal of assessment is to get an accurate picture of tenants/clients using self-report and available data.
 - iii. It was suggested that CA needs to address the issue of disability verification to better ensure the veracity.
- d. VI SPDAT Training and 100K Homes Update – discussion and vote on use of VI-SPDAT
 - i. There has been training on the tool and local and CoC discussion on the tool. There are several sub-CoCs that are using the tool and would like the approval by the BOS CoC.
 - ii. Several members voiced concerns that the VI SPDAT has some questions that are not trauma informed.
 - iii. It was also noted that National Alliance has an assessment tool
F/u: Housing Innovations to review tool
 - iv. CCEH to bring together providers to look at the tool to ensure greater consensus and look at questions of concern and collect feedback.
 - v. It was noted that VI SPDAT should be completed before someone is housed or goes on a waitlist.
 - vi. **Motion: Use VI SPDAT as an assessment tool as a starting point in assessment to be used in consultation with community, CAN, and CoC. Motion passes. (In favor: 9; opposed: 3; abstain 1)**
 - vii. **Future discussion items: Resources for Diversion, Role of Duty Service Coordinators**
- e. Core Referral P&P (see handout) –
F/u: Consultants to consolidate comments on CA P+P for discussion and vote at July meeting

7. Renewal Evaluation Update

- a. APRs are due June 9
- b. Consumer surveys and Renewal Evaluation Information document are due June 19

8. DOH Updates - tabled for next meeting

- a. ESG
- b. Other items

9. Mainstream Resources

- a. Employment Roundtable – June 10, 1:30-3:30, United Way 370 James Street, New Haven

10. Other Business

- a. Next meeting: **Follow up on items related to HEARTH compliance and the CoC**

11. Next meeting - July 7 12-2pm, Middlesex YMCA – Hazen Room, 99 Union Street, Middletown

**2014 BOS CoC Monitoring
Grantee Selection Criteria – Revised 6/2/14**

On an annual basis, a percentage of grantees will be monitored onsite by the CoC. For calendar year 2014, seven grantees will be selected for monitoring. Selection will be based on a risk analysis that will use the following factors:

| Factor: | How Used: |
|--|---|
| Renewal Evaluation Score: | <ul style="list-style-type: none"> • Begin with a pool of the programs scoring in the bottom 25% on the renewal evaluation (about 30 programs). |
| Grant Amount: <ul style="list-style-type: none"> • \$400,000 and above • \$200,000-\$399,999 • \$199,999 and under | <ul style="list-style-type: none"> • Sort the pool by size of the grant <ul style="list-style-type: none"> ○ Large ○ Medium ○ Small |
| Ongoing Performance Issues | <ul style="list-style-type: none"> • Sort the small, medium and large cohorts by evaluation score. If second year in bottom 25%, place at top of cohort by score. If in corrective action, move to the top of the cohort list. |
| Filters: Select 7 from these cohorts with a distribution of 3 large, 3 medium and 2 small using filters below: | |
| Expenditure of Prior Grant Funds: (1 point) <ul style="list-style-type: none"> • % of grant unexpended | Any program in the pool with 20% or more unexpended is a definite for monitoring |
| Prior HUD Monitoring: (1 point) <ul style="list-style-type: none"> • Has been monitored and have findings from that monitoring that are unresolved | Any program in the pool that meets this criteria would be monitored |
| BOS P&P Compliance (1 point) | If any program in the pool has not been in compliance with CoC policies, they would be screened in for monitoring. |
| Data quality and timeliness <ul style="list-style-type: none"> • APR not submitted within 90 days of contract end (1 point) • Over 5% missing or null values for any HMIS Universal Data Element (1 point) | <ul style="list-style-type: none"> • Programs with UDE's blank for 5% or more on any variable |
| Prioritization: Assign 1 point to each filter, rank from highest to lowest in each cohort (sm, med, lg) Exemptions: Programs monitored by HUD within the last 3 years are exempt from BOS monitoring. | |

Analysis of Consolidated Plans for CT BOS Steering Committee

April 2014

| CT BOS Con Plan Jurisdictions with ESG awards | | | | |
|--|------------------------------|---|---|---|
| Jurisdiction | Years Covered in Plan | Most Recent Annual Action Plan | Comment Period Deadline | Next Step |
| State of CT | 2010-2015 | State FY13-14 (i.e through 6/30/14) | Feb 28, 2014 (for FY14-15 Plan) | Await Release of fy15 Action Plan |
| New Britain | Not funded for FY 2015 | | | Monitor to see if funding is re-instated in 2016 |
| New Haven | 2010-2014 | 7/1/13-6/30/14 Proposed fy14-15 Allocations | Monday, April 28, 2014 (For 14-15 Plan) | Provide input on RFPs for 2015 allocations to align with HEARTH |

| New Haven – FY14-15 Proposed ESG Allocations | | | |
|---|----------------------------------|---------------|--|
| Agency | Program | Amount | Description |
| Columbus House | Winter Overflow (men) | \$ 107,000 | 75 beds; November 1st to April 30 th ; Case Mgmt; security; meals; max LOS 90 days |
| Columbus House | Re-Housing | \$32,000 | Re-housing Services up to 104 homeless men and women; short term or flexible rental Assistance; utility costs; security deposit assistance. |
| City of New Haven | ESG Administration | \$11,790 | Plan and coordinate the ESG activities; provide technical assistance; assist with contract preparation; facilitate review process; oversee compliance with federal regulations and Standards of Care guidelines. |
| Liberty Community Services | Homelessness Prevention Services | \$37,000 | Up to 65 Individuals and Families; one time rental assistance; utility Assistance; security deposits |
| New Haven Home | Shelter Diversion | \$48,000 | Shelter Diversion for up to 10 families and Rapid Rehousing assistance to up to 29 homeless or at imminent risk of |

| | | | |
|----------|---------|-----------|--|
| Recovery | And RRH | | homelessness; security deposits; short term rental subsidy; back rent assistance; utility assistance and other eligible direct financial assistance; allocable accounting costs; Case Management services. |
| Total | | \$235,790 | 45% shelter; 34% Diversion/RRH; 16% Prevention; 5% Admin |

New Haven – Alignment to HEARTH/Opening Doors Objectives:

Strategic plan objectives include (only this objective explicitly mentions homelessness):

- To provide a continuum of care system of supportive housing opportunities that provide safe shelter while homeless children, youth, families, and individuals work their way toward self-sufficiency.

Funding priorities include (only these priorities explicitly mention homelessness):

- Provision of emergency housing and services to homeless individuals and families seeking shelter including children and youth;
- Provision of prevention and maintenance services to families and individuals to reduce the risk of becoming homeless;
- Develop services that target at-risk populations, particularly substance abusers, during the transition from homelessness or institutional settings to permanent housing;
- Create additional supportive services to prevent and reduce homelessness within the community, providing transportation when required, and offering flexible hours.

- **Recommendations for Future Plans:**

- Include goals from Opening Doors and HEARTH in Strategic Planning Objectives and align funding priorities to those goals
- Establish outcome focused performance measures for ESG funded programs (current measure: # of clients served)