

**CT BOS Steering Committee Meeting Minutes
March 20, 2015**

Voting Steering Committee Members Present	Agency/Jurisdiction Represented
Alice Minervino	DMHAS
Steve DiLella	DMHAS/DOH
Phil Lysiak	Bristol CoC
Brian Roccapriore	CCEH
Milena Sangut	Danbury CoC
Jackie Janosko	CCEH
John Bradley	New Haven CoC
Kara Capone	New Haven CoC
Nancy Cannavo	Litchfield CoC
Belinda Arce-Lopez	Waterbury CoC
Gary Beaulieu	Waterbury CoC
Andrea Hakian	Manchester CoC
Ida Parker	New London/Norwich CoC
Elizabeth Grim	PSC
Terry Nash	CHFA
Ellen Simpson	New Britain CoC
Ron Krom	Middlesex CoC
Meeting Participants	Agency/Jurisdiction Represented
Crane Cesario	Hartford CoC
Theresa Nicholson	Chrysalis
Matt Morgan	Journey Home
Jim Bombaci	Nutmeg
Consultants: Suzanne Wagner and Liz Isaacs, Housing Innovations	
Steering Committee Members Not Present	Agency/Jurisdiction Represented
Louis Tallarita	DOE
Kim Somaroo-Rodriguez	DCF
Melissa Dzierlatka	Individual
Pat Kupec	DOC
Sarah Gallagher	CSH
John Merz	ACT

1. Introductions and Announcements

- a. Steering Committee Minutes 2/10/15 approved



CT BOS SC minutes
2.10.15.docx

- b. CT BOS CoC Semi-Annual Meeting 4/7/15. Community Meeting 10-11:30 Provider Meeting 11:45 – 1:30

Middlesex Comm College – Chapman Hall- Multipurpose room. 100 Training Hill Road in Middletown.

- c. Housing First Training 6/1/15 10am-4pm.

Middlesex Comm College – Chapman Hall- Multipurpose room. 100 Training Hill Road in Middletown.

- d. Policies and Procedures and all BOS materials available at:

<http://www.csh.org/csh-solutions/community-work/housing-development-and-operation/2578-2/>

2. 2015 NOFA Prep and HEARTH Compliance

- a. NOFA timeline and updates from NAEH Conference
 - i. HUD noted that the goal is to have a late spring release of the NOFA.
 - ii. HUD noted that this year there will be a change in NOFA scoring, and it will be more competitive. It was also noted that low-performing CoCs may be at risk of losing funding.
 - iii. It was noted that HUD has a new set of System Performance Measures that CoCs will begin reporting on and be scored on in future competitions.

f/u: HI to bring HUD System Performance Measures to next Steering Committee meeting.
 - iv. Reallocation in past was PSH for CH and RRH just for families; HUD noted that there will be reallocations available for other pops this NOFA round. There may be an opportunity for reallocation to RRH for singles.
 - v. HUD noted that CoCs will be required to tier and rank projects again this year. It was also noted that there is money to fund all renewals but HUD is also looking to fund new projects.
 - vi. In anticipation of availability of new project funding, CT BOS will seek applications for new Rapid Rehousing and PSH projects in advance of the NOFA release .

f/u: HI to send out new project applications

- b. GIW submitted to HUD
 - i. BOS submitted to HUD, and HUD sent back for final review.
- c. Leasing to Rental Assistance Conversions
 - i. HUD returned the GIW with the proposed conversions listed.

F/U: HI to work with providers to complete conversion process from leasing to RA
- d. Reallocation Strategy Discussion
 - i. BOS sent out a notice to let providers know that they should contact the CoC if they are interested in reallocation. BOS is working with several providers who are interested in reallocating part or all of their project funds.

f/u: HI to send out a template for interested providers to complete if they would like to reallocate a portion or all of their funds.
- e. Homeless and Disability Eligibility Forms
 - i. It was noted that it is critical that providers accurately and completely document disability and homeless eligibility. In NYC, HUD took 100% of money away from a program that was serving ineligible persons. BOS wants to ensure that providers are not at risk of HUD recapturing funds from their programs.
 - ii. There was discussion around CH persons maintaining their CH status while in RRH. HUD has provided guidance on this and states that CH persons maintain their CH status while in RRH but should not be counted as homeless for point-in-time counts.



CoC FAQ Retention
of CH elig for RRH pa

- iii. The eligibility forms are samples, and fields can be added to collect additional information, as determined necessary locally. The goal is to have a sample form that collects all of the required information to meet the HUD requirements for homelessness and disability eligibility documentation.
- iv. Steering Committee members provided suggestions to the form.

f/u: HI to update the forms and send out.

f/u: Providers to test the updated forms and bring feedback to Steering Committee.

f. Housing First Principles



Housing First Principles

revised 3-15-

- i. Revised CT BOS Housing First principles were distributed to provide more guidance to providers on implementation.
- ii. It was noted that some property managers may not be following Housing First Principles. To ensure compliance, property managers in congregate PSH must follow HUD and CT BOS rules.
- iii. CSH Property Management Institute is working with nine agencies and will be addressing issues such as Housing First.

f/u: Steering Committee reps to take Housing First Principles back to sub-CoCs and vote on principles at 4/6 SC meeting.

3. HMIS Updates

a. Conversion

- New Haven is in the second phase of conversion. Housing programs have converted, and all non-housing programs are being converted and will be done by first week of April.

b. HMIS SC update

- The committee is examining how HMIS is funded throughout the state.
- The next HMIS SC meeting is today.
- It was noted that some providers have been concerned about the HMIS release of information (i.e., partial release is confusing for consumers), and it was suggested that the HMIS committee take this back and see if there is a way to make it more user friendly. It was noted that the ROI is slowing down the process and/or is not being explained well to consumers. It was suggested that it should look like the CAN release.

c. DQ Report (see handout)



CT Dashboard DQ

1.2015.xlsx

- Overall programs are doing well. There are several ES programs that are driving up the null and unknown results.

f/u: It was decided by consensus that the Co-chairs will send out the Sub-CoC DQ results identifying specific programs in their sub-CoC's that need to improve DQ and the sub-CoCs will contact these providers with DQ issues.

- d. It was noted that on-going trainings are needed beyond what Nutmeg provides. Agencies and staff need to be aware of the importance of data quality and know about what data can be pulled from the system, for example, AHAR data.

- e. It was noted that agencies should not wait until they get their funder reports to look at their data; they need to run reports periodically to assess their data quality.

f/u: HI to present AHAR data at the 4/7 Semi-Annual Meeting

4. PIT/HIC Update

a. Debrief and next steps from 2/18/15 Point-in-time count of Homeless Persons (PIT)

- i. CCEH and Housing Innovations are reviewing and cleaning up the HIC data.
- ii. CCEH has started reviewing pop and sub-pop data.

iii. It was noted that the unsheltered number might be lower, and one contributing factor could be that the count was on Ash Wednesday, and the churches were open.

iv. Some communities noted that their unsheltered numbers were higher than the last count.

b. PIT/HIC Schedule for finalizing data - tabled for next meeting

5. HUD Environmental Review

a. DOH is looking into conducting the reviews for projects that are outside jurisdictions with resources to conduct the reviews.

b. HI has been working with providers to obtain info needed for reviews

6. Coordinated Access (CA) Planning - Updates from DOH, CCEH and local CANs

a. HUD released a policy brief on coordinated entry.



Coordinated Entry
Policy Brief.pdf

b. It was noted that some providers and consumers are frustrated because consumers complete the application process for housing, and there continues to be a long wait to get housing. The group discussed managing expectations of consumers and educating them about coordinated access.

c. TH programs have raised the issue of eligibility for TH programs. It was reported that especially for youth, there are many consumers who are couch surfing and do not meet the literal definition of homelessness but are in need of housing and would benefit from TH. **It was decided by consensus to discuss the topic of TH eligibility at the next Steering Committee Meeting on 4/6.**

7. Reaching Home Update - tabled

8. Zero 2016 Update - tabled

9. DOH Updates - tabled

10. Monitoring Update - tabled

11. Renewal Performance Evaluation Process

a. Schedule of data collection

- APRs submitted 2/25/15, Provider Information Forms were due 3/4/15
- Consumer Surveys due 3/20/15 (**today**)
- Results will be presented at May 2015 Steering Committee Meeting
- Providers can conduct the consumer survey annually on their own schedule and send the latest surveys in for renewal evaluation.
- Youth providers have noted that Performance Standards for organizations serving youth should be tailored for youth programs. For example, there should be different standards of income for youth. **It was decided by consensus to look at adjusting the Performance Standards for programs serving youth.**

F/U: HI to reach out to provider who raised the concern and will bring back recommendation to the SC.

12. Next meeting - Monday, April 6 1pm-3pm, CVH, Page Hall, Room 365