



Connecticut Balance of State Continuum of Care

Ending Homelessness in Connecticut | Email: ctboscoc@gmail.com | Website: www.ctbos.org

CT BOS Steering Committee Meeting Minutes YMCA – 99 Union St, Middletown 10/19/18

1. Introductions and Announcements

a) Welcome and Introductions

sign in.pdf

b) Review 8/16/18 SC minutes - minutes approved

c) Announcements

- CSH is coordinating The Collaborative for Race Equity Project. This is a collective learning, listening, and design process to build a race equity framework to advance equitable access to housing resources and services for homeless and high need individuals and families. A cohort of community ambassadors will work together on this three phase project that includes a learning series, community listening sessions, and co-design workshops.
 - The goals of the project are to:
 - Create and support advocates/champions for race equity so they can lead culture change in their organizations, communities, and systems
 - Build a co-designed race equity framework
 - Identify next steps to advance race equity
 - SE and NE CANs merged to create EAST CAN

d) HUD Updates - no FO staff present

2. NOFA Debrief

- Competition Summary (handout)

2018 CoC Comp
Summary - CT

- In total CT BOS applied for \$38.7 million through the 2018 CoC Program competition.
- CT BOS applied for \$2.1 M in regular bonus, \$1.3 million in DV bonus, and \$1 million in CoC Planning funds.
- CT BOS applied for 104 renewal projects, including three projects proposing to consolidate one or more projects into a single application
- This year, some applicants requested using their indirect rate and did not ask for admin funding. **f/u: CT BOS will provide more information on indirect rate in future mtgs.**
- Feedbacks/Suggestions for next year
 - Providers would like feedback on bonus projects in 2019
f/u: CT BOS will send out a survey so that providers can provide feedback on the NOFA competition process

3. CT BOS Renewal Evaluation (handout)

CT BOS CoC Scoring
Renewal Evaluation St

- Adding cost factor for tracking in 2018 Renewal Performance Evaluation
 - This year, during the renewal evaluation, project costs will be collected. The data will not be scored this year, it is being collected for informational purposes. HUD is encouraging CoCs to review costs when evaluating projects.
 - At the November SC meeting, the points associated with each of the criteria will be distributed to the SC.
 - It was suggested that in the future, the renewal evaluation criteria might develop different standards for individuals vs families.
 - It was noted that families in RRH stay longer than individuals. CCEH reported that for all RRH projects, the average length of stay is 193 days.
- Process & Timeline
 - Week of 10/22, HI will send out CCEH HMIS APR reports to providers to review; these are baseline data for providers to make corrections. The APR/CSV files HI gets the week of 12/3 will be scored.
 - Providers need to make any needed changes in HMIS and get help tickets into Nutmeg no later than 11/13/18. 11/30 is the last day for providers to make data changes in HMIS and all docs and consumer surveys are due to ct bos.
 - Like last year, providers have the opportunity to submit a correction form and then also have the ability to grieve if correction is not resolved to their satisfaction.
 - The Grievance Committee may not approve grievances from agencies that did not use the correction process.
 - At the November SC meeting, the group will discuss what issues are grievable
 - Service providers noted that in many cases, they have no control over spending or occupancy but are penalized with a low score in these areas.
 - Regarding occupancy, a suggestion was made to evaluate annual bed days instead of data from looking at the information from 4 (quarterly) points during the year.
 - One provider noted that there is an issue with the annual assessments if they were done on 10/1/17, another cannot be done until 10/1/18. Nutmeg is aware of this and working with providers to resolve.

4. HIC/PIT Updates

- Methodology for Counting Chronically Homeless persons
 - For the CH methodology, the CoC can stick with past methodology (surveying sheltered and unsheltered persons) or use by-name-list (BNL) in conjunction with information collected during the count. HUD AAQ notes that we can use BNL as a check but the CoC really needs to be sure that everyone is also counted on the night of the count.
 - CCEH noted that they could use the BNL along with the HMIS/Street count data – each CAN would need to verify that everyone on the BNL is homeless on the night of the count. CCEH would need to make sure that no one is double counted. This way, we can tell who is CH verified and who is not.
 - ODFC noted that they had positive experience using the BNL for the CH methodology
 - It was noted that there needs to be a protocol on how to deal with people that you cannot reach that are on the BNL.

f/u: CCEH to send out PIT Methodology to the SC in advance of the November SC mtg.

Motion: To use the BNL in conjunction with the PIT count numbers to have greater knowledge of CH. Motion passes.

- Hours to conduct the Point-in-Time Count
 - According to HUD, the count needs to happen from dusk to dawn.
 - It was noted that the ideal time to conduct the count is from 4am-7am. Hartford conducts the count at this time. It was noted that in urban areas if the count is done too early, there is a concern that volunteers might count non-homeless persons using observational surveys. CCEH noted that they are going to train on and monitor observational surveys to ensure that these are not used unless absolutely necessary.
 - It was noted by a provider that in rural areas in tents 7pm start is better, by 9pm people are sleeping and same for early am.

Motion: Each CAN chooses the time parameters for the count as long as it meets HUD requirements of conducting the count between dawn and dusk. SC agrees by consensus.

- HIC/PIT Updates
 - The In New Britain there was initially no one to serve as the Regional Coordinator but Journey Home is going to take on the role this year.
 - It was suggested that in the future, if a CAN does not have a coordinator, projects in that CAN will not be able to apply for new HUD CoC funding.
 - It was noted that there is frustration that there is not enough help during the count and we need a way to get all providers involved. in the past. CAN reps noted that they do not have enough volunteers. Other reps noted that providers are unresponsive when Regional Coordinators request updated contact and HIC/PIT information. It was noted that it is difficult to get youth count volunteers as they are needed between 10:30am-1pm.

f/u: CAN reps to bring suggestions back to the November SC meeting regarding how the SC can help ensure that there is enough support and help for the PIT.

5. RRH entering expenditures in HMIS

- DOH is collecting data to better understand RRH capacity and wants info on all RRH expenditures. Non-DOH/DMHAS projects are currently not collecting these data.
- DOH would like to know about expenditures for all RRH projects, including Non-DMHAS and Non-DOH projects, to better understand how the money is being spent and to know how to utilize the resources that exist.
- Currently, HUD CoC projects enter required data elements in HMIS but expenditures is not one of the required data elements./
- SVDP/CHR just started entering the expenditure data, and they noted that, while and it is more work, it is not burdensome.

Motion: All BOS CoC projects will enter expenditure data in HMIS. Motion passes.

6. HMIS updates

- CCEH is working on cleaning up duplicate clients. They are starting with the most recent and working back.
- CCEH encourages everyone to check out CAN data on the dashboard
- LSA (previously called AHAR) program requirements will be coming out soon.

7. CAN Leadership and Coordinated Entry Updates

- a) Discussion on issues in accommodating physical disabilities in PSH projects
 - According to Hartford CAN reps, at one point there was an issue that there were individuals living with physical disabilities who did not qualify for HUD CoC/DMHAS housing because they did not have a MH issues. This is not an issue any longer and CANs have figured out how to use non-DMHAS funded units for persons who don't qualify for DMHAS services.
- b) Asking about gender in applications/assessments
 - Issue has come up during monitoring visits. Can ask gender but can't take that into account when making decisions, providers are using an "application form" but they are using it to update HMIS UDEs. It was noted that providers either change the name of the form or add a note on the form that explains that info is being collected not for decision making but to update HMIS.
 - Alice sent out an updated form that took "application" off DMHAS form.
f/u: HI did a write -up that will be distributed

8. Coordinating Council representative needed

- Kelly Ann Day will be the representative along with Cathy Zall, the existing rep.

9. Standing Items

- Reallocation Planning - tabled
- a) DOH Updates - Office of Early Childhood (OEC) wants to provide diversion funds to families with children under the age of 6. It was noted that they have approximately \$100,000-250,000 in funding.
- YHDP Updates – HUD signed all grant agreements, launching in November
- Reaching Home and Federal Funding Workgroup Updates - tabled
- Updates from Opening Doors Fairfield County - tabled
- RRH Work Group update - tabled
- Updates from Progressive Engagement Work Group - tabled

10. Other items/issues

11. Next Meeting Dates: all meetings 11:00 am – 1:00 pm (except Semi-annual Meeting in December)

- November 16, 2018 - Middlesex YMCA
- December 21, 2018 – Semi-annual mtg – **10:00 am – 12:00 pm** - Middlesex Community College – building/room location TBD
- January 18, 2019
- February 15, 2019 - **need to confirm**
- March 15, 2019
- April 19, 2019