**CT BOS Steering Committee Meeting Minutes**

**4/20/2018**

1. **Introductions and Announcements**
2. Welcome and Introductions
3. 3/16/18 BOS SC minutes approved
4. CT BOS /CSH Employment Training
   * On 3/26/18, 60 providers came together for an employment training to discuss promoting employment, best practices and available resources for providers.
5. Announcements

* New CT BOS email process – register your email at [www.ctbos.org](http://www.ctbos.org)!!
* HUD Budget Approved



1. HUD Updates – finishing up monitoring, executing 2017 grants
2. NOFA Updates

* HUD Registration is out but does not have information provided in past years. No HUD policy priorities, types of eligible new project applications, due date for CoC registration or timeline for NOFA release was provided.

1. **HMIS Updates** 
   1. HMIS SC Report

* ODFC had additional HUD funds and is working with Nutmeg / CCEH / Columbus House to create a new version of data dashboards
* The CANs and DOH are working to coordinate secure data sharing of the By-Name-List (BNL)
* There continues to be an issue of clients having multiple HMIS IDs in the system. CaseWorthy has been has been working on solving the issues. Users should still submit duplicates to the helpdesk.
  1. HUD System Performance Measures (SPM)
* HUD SPM are due in HUD HDX on 5/31/18.
* It is critical that providers clean their data by 4/30/18 to ensure that they have closed out inactive clients and have accurate and complete data in HMIS; HUD scores CoCs on SPM during the HUD CoC Program competition.

**f/u: HI to send instructions on how to close out inactive clients and run a DQ report.**



1. **CAN Leadership and Coordinated Entry Updates** 
   1. Discussion of policy for PSH Priorities for referrals when no CH people exist in the CAN

* It was reported that Greater Hartford has PSH openings in single site buildings and does not have CH persons to fill the openings. The CAN is reaching out to other CANs to see if there are CH persons who might be interested in the single site PSH units.
* It was noted that the Progressive Engagement Work Group is discussing prioritization and looking at high utilizers of services, tri-morbidity and verification of severity of disability
* It was noted that persons with disabilities in DV TH are not CH and that perhaps this population should be prioritized for PSH.
* The last CAN Leadership meeting focused on understanding project funding sources and identified projects that have homeless set-asides.
* CCEH is working on capturing the length of time homeless and trying to get those data into HMIS.
* ODFC is now looking to house persons who have had 9 months of homelessness when there are no CH persons meeting the HUD CH definition.
* The policy adopted by BOS and the Statewide CAN Leadership group includes prioritization when no CH person exists: <http://www.ctbos.org/wp-content/uploads/2017/04/CT-BOS-POLICIES-.pdf>
* **F/U: Obtain recommendations from the Progressive Engagement Committee**

1. **New Project RFP for 2018**
   1. Discussion of funds available for DV RRH and how to handle in BOS New Project RFP

* HUD is making $50 million available for RRH for DV survivors. RFP expected out this summer.
* Karen Jarmoc of CT Coalition Against Domestic Violence (CCADV) reported that she and Steve DiLella met and are meeting with ODFC to work on developing a proposal to HUD. The hope is that the two CoCs in CT can do a collaborative application for funding and plan to request about $1 million in funding.

1. **Reallocation Strategy for 2018**
   1. Project Underspending

* Providers have been doing a better job spending their money but last year CT BOS still returned $2 million to HUD.
* HI is reviewing spending data from HUD on the last two closed out operating years for BOS providers.
* It was noted that it is important for CT BOS to get current spending data since providers have been focused on spending.
* HI has obtained spending information for the current year for DMHAS projects

**f/u: HI to reach out to highest non-DMHAS project underspenders in BOS and get current spending data.**

* 1. Service Funding caps
* Currently CT BOS does not have a cap on service funding. It was suggested that there be a cap of $7500 per household per year for both singles and families in both PSH and RRH. ODFC has a cap of $4500 for individuals in PSH and $5500 for families in PSH. When ODFC did their analysis, they found that one project was spending $36,000 on average per HH.
* It was noted that PSH should be higher than RRH and that families should be higher than individuals.
* It was suggested that one day it might make sense to create CAN wide teams with housing location/navigation in addition to case management. These service caps would apply to households as they moved from homeless to housed in RRH or PSH.
* It was noted that it is a real problem that CT BOS has PSH programs with no service dollars and these tenants are having crises and issues that are not getting addressed because there is no case management provided for them in the program.
* There was consensus that Housing Innovations should take a look at services funding in the grants and see how many agencies are over $7500 and report back to the Steering Committee. HI should look at HUD funds and the match and divide for households served at a point in time.
* There was consensus that it made sense to have a cap and that $7500 sounded like a fair starting point for the analysis. This amount supports approximately a 1:15 case manager to tenant ratio.
* There will be a vote on this at the next meeting for non-conflicted parties.

**f/u: HI to come back with service funding cap analysis**

**f/u: Sub-CoCs to share service funding caps with their sub-CoCs and be ready to vote at the May SC meeting**

1. **CAN representation on BOS SC**

* At the Semi-annual meeting, some sub-CoCs noted that they needed guidance on how to move from sub-CoC representation to CAN representation.
* Bristol noted that they need outside resources to help make their CAN function better.
* New Haven noted that they are working on creating a system of separate meetings when needed and good written communication with providers. Memos are e-mail blasted to providers to keep them abreast of happenings.
* It was noted that there are smaller CANs that are thinly resourced and may not have enough time and resources to perform all of the CAN functions.
* Partnership for Strong Communities (PSC) provided the attached documents on CAN functions and sample MOUs and agreements to share with CANs.



1. **Updates on BOS integration into Reaching Home – tabled**
2. **Renewal Evaluation Updates**

* There will be an update next month, and we will be discussing the 2019 Program Performance Evaluation Standards.

**f/u: HI will send out the 2018 Program Performance Evaluation Standards for SC to review (embedded below). Sub-CoC reps should share with their sub-CoCs to prep for discussion next month.**

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1. **HIC/PIT Updates - tabled**
2. **DOH Updates - tabled**
3. **Reaching Home Updates**

* Advocacy Days were successful, PSC and CCEH worked together on engaging legislators.
* Legislation regarding the 90 day waiver for homeless families to submit health forms to schools has 3 weeks left to get passed and the timing may not work out for this year. PSC has advocated for this law to be passed.
* There is an Iforum on family homelessness is on 4/23/18 and on 5/16/18 there is one on Housing and Healthcare.
* The Annual Training Institute (ATI) is 5/17/18 and tickets are going fast.
* June 14 is the Reaching Home dinner. Rafael Lopez will be giving the keynote.

1. **Updates from Opening Doors Fairfield County**

* Danbury sub-CoC voted to leave CT BOS CoC and join ODFC since geographically that is what makes the most sense for them given that they are in the same CAN as ODFC. Because HUD Registration is out, and there is work to be done with HUD to split up the BOS 193 and BOS 134 grants, it is anticipated that they will not join ODFC until sometime after the 2018 CoC application is submitted.
* It was reported that ODFC is in need of affordable housing, and they are working to make connections in their communities to make more affordable housing available for homeless families and individuals.

1. **RRH Work Group update - tabled**
2. **Other items/issues - tabled**
3. **Next Meeting Dates**

* May 18, 2018 - YMCA, 99 Union Street, Middletown – 11am-1pm
* June 15, 2018 – Next Semi-annual meeting
* July 20, 2018, August 17, 2018, September 21, 2018