**CT BOS Steering Committee Meeting Minutes**

**3/16/2018**

1. **Introductions and Announcements**
2. Welcome and Introductions
3. Review 2/16/18 BOS SC minutes - approved
4. Environmental Review Training

* There were 85 participants. It was reported that providers have been working on ER and uploading them in esnaps.

1. Announcements

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

1. HUD Updates - tabled
2. NOFA Timeline Per SNAPS Quarterly Calls

* It was noted that HUD is hoping to have the NOFA ready for release in May 2018.

1. **State of Connecticut, 2017-18 Action Plan for Housing and Community Development**

<http://www.ct.gov/doh/lib/doh/draft_ap_17-18.pdf>

* Mike Santoro of DOH presented the draft Action Plan.
* There is a 30 day public comment period and in person testimony can be given on 5/20/18 at DOH in Hartford and 5/22/18 in New Haven at legislative office. Details on DOH website.
* Federal government has not released amount of ESG funds that communities will receive. Communities have been instructed to not submit Action plan until the budget amount has been released. Current draft is based on the amount of funds the state received last year.
* Target submission date is 5/15/18
* ESG – priorities (noted on pg 7) have not changed from last year, address CH, address homelessness with emphasis on youth and families.
* ESG is made available to providers on a competitive basis
* It was noted that the 2.1 million in state funding for youth homelessness needs to be revised. DOH will look into the funding lines and make any needed corrections.

**Motion – To provide a letter support for the proposed Action Plan. Motion passes unanimously.**

**f/u: HI to draft letter for Chairs signature.**

1. **HMIS Updates** 
   1. System Performance Measures

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* SPM are due to HUD 5/31/18 via HUD HDX
* It was noted that is is very important that reps are bringing data back and getting SPM on sub-CoC agendas to review the data.
* HUD is suggesting that CoCs resubmit last year’s SPM as additional guidance and updates were provided on how to ensure those data are accurate.
* BOS performance on draft 2017 SPMs compared to national data reported by HUD at the recent NAEH conference is as follows:
* Length of time homeless – National median: 40 days; average: 100. BOS median – 51 days and average 123 days.
* Exits to permanent housing from ES, TH, and RRH – National: 44% and BOS: 33%
* Median Increase in income for Stayers – National: 20% and BOS 35%
* Median Increase in income for leavers – National: 36% and BOS 48%
* Total annual number of persons homeless in CT BOS has gone down over the last year.
* It was reported that 1000 people in CT BOS PSH have never shown up in HMIS before. It was noted that these people should have shown up in HMIS prior to PSH through outreach or ES programs.

**f/u: CCEH will provide information on the 1000 people so that the CoC and agencies can better understand the situation.**

**f/u: HI to send providers CCEH instructions on how to improve data quality.**

* Longitudinal System Analysis (LSA) will be replacing the AHAR. HUD will be providing more information by September.
* CCEH provided tips on how to ensure that the CoC has the most accurate data possible:
  + Street outreach needs to exit people
  + Run and review shelter utilization report
  + Run Data Quality reports
  + Need to revisit inactive clients and exit as appropriate.
  1. HMIS SC Report - tabled

1. **Rethinking the BOS CoC and Reaching Home (RH) structures for coordination**
2. Vote on BOS and Reaching Home Structure

 

* CT BOS SC would become the federal funding workgroup in the RH structure. Reaching Home Steering Committee will serve as the CoC Board. BOS SC (Federal Funding Workgroup) would still make decisions related to NOFA and time sensitive work.
* Litchfield Sub-CoC rep was not able to attend the SC mtg and submitted the following: “New Beginnings of Northwest Hills Litchfield County CoC membership and  New Beginnings Board members all agreed/voted that the CT BOS CoC Board should be nominated.  It is also recommended that one member from each CAN should be nominated to the Board to ensure all CoCs/CANs have a voice.
* **Motion: To approve the new CoC/RH structure as described in the attached document. Motion passes unanimously.**

**f/u: HI to create a work plan to address steps to be taken to formalize this.**

1. Vote on CoC Regional Representation **–** Sub-CoCs/CANS

* In lieu of the current Sub-CoC structure, the SC would move to a CAN representation structure. Each CAN would get 2 votes on the BOS SC and would mirror the representation structure that the HMIS Steering Committee uses.
  + Bristol noted that their CAN is not developed enough and does not have CAN chairs, and they feel it is not functional enough to move in this direction.
  + Waterbury noted that there are challenges in the current CAN structure, and they have work to do to bring their regions together.
* Litchfield Sub-CoC rep was not able to attend the SC mtg and submitted the following: “New Beginnings of Northwest Hills Litchfield County CoC membership and  New Beginnings Board members agreed/voted to remain a sub-CoC’s for CoC Regional Representation”
* **Motion: To approve the new CAN model of representation on the BOS SC. Motion passes. Bristol sub-CoC and and Litchfield sub-CoC opposed the motion.**

**f/u: HI to create a work plan to address steps to be taken to formalize this.**

1. **CAN Leadership and Coordinated Entry Updates**

* CAN Leadership met 3/2/18.
* ODFC shared how they are reducing underspending and filling all the rental assistance slots that they can.
* Some CANs are at functional 0 for matching CH and are moving to next pop of non-CH.
* CANs are also working to affirmatively market to pops that might need additional outreach, and CAN Leadership is working with 211 to make this happen.

1. **Reallocations and New Projects**

* Continued discussion of funding priorities and strategy for reallocation – See ODFC cost analysis
* ODFC set a service cost standard at $4000 for individuals in PSH and $5500 for families in PSH per year.
* BOS will continue to discuss service funding.
  + 
* Vote on RFP for new projects
* CT BOS needs to start looking at cost per household in PSH on older projects and make sure that they have enough support services given the current population being served.
* It was noted that CT BOS should create an RFP for PSH and RRH projects for the 2018 HUD CoC NOFA. It was also noted that the RFP should allow for providers to apply for services only. It was suggested that services only could fund housing location services and teams to serve tenants in permanent housing where there are insufficient support services.

**Motion: CT BOS FY2018 HUD CoC NOFA RFP should request applications for RRH, PSH, and for services only projects that provide housing location services or support services. Include bonus points for applications that include strong employment focus.**

1. **Renewal Evaluation Updates**

* If requested, providers will receive updated renewal evaluation reports by 3/19/18.
* Consumer survey summaries will be distributed to individual agencies in coming weeks. Sample formats embedded below.

 

1. **HIC/PIT Updates**

* Project is on schedule to submit in HUD HDX by 4/30/18.

1. **DOH Updates - tabled**
2. **Reaching Home Updates**

* 4/11 and 4/12 are Advocacy days. People are needed to come out and participate.
* Check out website – there are iforums coming on family homelessness and more.
* Coordinated Community Plan for YHDP was approved by HUD and the YHDP RFP is due 3/30.
* Retooling workgroup is now working on families and youth issues.

1. **Updates from Opening Doors Fairfield County - tabled**
2. **RRH Work Group update - tabled**
3. **Other items/issues - tabled**
4. **Next Meeting Dates**

* April 20, 2018 – YMCA, 99 Union Street, Middletown – 11am-1pm
* 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