

**CT BOS Steering Committee and Strategic Planning Session Minutes**

**Portland Public Library**

**January 19, 2018**

**12:00 – 3:00 pm**

**12:00 – 12:30 Brief BOS SC Meeting**

1. Introductions
2. Review/adopt December minutes – minutes approved
3. Announcements
   1. CoC Awards Announced

* All renewals funded, FMR decreased in Danbury grants are reduced because of this.
* Coordinated Access project funded from reallocated funds
* $815,000 for new PSH project, creating 44 units

<https://www.hudexchange.info/onecpd/assets/File/2017-connecticut-coc-grants.pdf>

* 1. Environmental Review Training - 2/26 - 9:30-1pm, Middlesex Community College, info will be sent out shortly
  2. HUD All Grantee Meeting – 2/22 - 9:30am-11:30am at West Hartford Town Hall Auditorium, 50 South Main Street, West Hartford

1. Adopt Coordinated Entry P&P

* CCEH has been working closely with CAN leadership to update the Coordinated Entry P&P. HUD requires that CoCs are in compliance with CES requirements by 1/23/18.
* This P&P addresses planning, access, assessment, prioritization, referral, data management, and evaluation.
* There are areas in the P&P that need to be addressed and CCEH and CAN leadership will continue to meet and address these areas and will bring amendments to the CoC.

Motion: To adopt the Coordinated Entry P&P policies. **Motion passes unanimously.**

1. Other Business - tabled

**12:30 – 3:00 pm Strategic Planning Session**

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1. Where did CT BOS come from?
   * In late 1990s, there was about $750,000 of HUD CoC funds not being claimed by unincorporated areas of the state; these areas did not belong to any of the existing CoCs.
   * Barbara Geller and Janis Elliot worked to coordinate these areas and apply for the HUD CoC funding as the Balance of State (BOS).
   * From the beginning of BOS, focus was on permanent housing and has always embraced Housing First.
   * BOS has always operated under the principles of being good stewards of funds and ensuring geographic equity. As such, BOS has evaluated project performance annually and sought to improve performance and ensure funds are distributed across all regions.

BOS is currently the 6th largest CoC in the country.

1. What does CT BOS do? Who is involved? – See Strategic Planning Powerpoint
   * Role of CoC - HUD Requirements
   * Current Organizational Structure
   * CoC Website – [www.ctbos.org](http://www.ctbos.org)
     + Suggestions
       - * Include in plain language what CoC is and does
         * Include history of CT BOS
         * Explain the role of state agencies and other members on SC
         * If BOS is in the news, add news articles

**f/u: HI will incorporate feedback and update website accordingly.**

1. How is the CoC doing?
   * In dyads or triads, discuss what you get from CT BOS. What do you need that you don’t get? What should BOS be doing in the big picture? What suggestions do you have for improvements, communications, technical assistance etc?
     + Need to coordinate deadlines so they aren’t at the same time, for example, AHAR, HIC/PIT, Renewal Evaluation
     + Need to be sure that all agenda items are addressed during SC mtg
     + Providers need to know who to go to for programmatic questions – HUD, HI, DOH?
     + Would be helpful to have HUD CoC RRH and DOH RRH on the same page with rules, regs if possible
     + Would be helpful to have an orientation packet for new members of BOS
     + Need to broaden membership on CANs; new CAN/Sub-CoC structure is a good time to invite others to the table who have not been part of the group.
     + Consider setting up a blog for BOS
     + Work on coordinating CoC with Reaching Home work to be sure strategies are consistent and people are not duplicating efforts at multiple meetings
     + Ensure good communication with grantees and do not rely on sub-CoC reps to communicate everything

**f/u: Chairs/CT BOS team will prioritize and plan next steps.**

Break

1. What should the CoC be doing?
2. How can we further align the CoC with Reaching Home to ensure an efficient coordinated processes, reduce duplication and achieve our goals?

**Group discussion points:**

* + Providers noted that there are too many meetings for them to attend and would appreciate some streamlining of meetings and more clarity about who should attend which meetings
  + Strategic sharing between BOS and RH is not happening.
  + Reaching Home has resources including guidance around merging Sub-CoCs and CAN governance **(F/U - HI to follow up to obtain these)**
  + Reaching HOME needs more info on federal priorities to ensure alignment of state and federal activities
  + Need for more coordination on leadership level
  + Need for policies to reflect relationship between BOS and RH and clarity around where and how decisions are made
  + Need to ensure that people on the ground are getting the information they need from these larger policy decisions
  + Suggestion that member of BOS support team attend Reaching Home Coordinating Committee meetings
  + Further discussion of communication/coordination structures must happen

1. How can we further align resources to address inequities in care and ensure people’s needs are being met? In particular, how can we address gaps in services in PSH projects? How should we be doing services? Should some services be centralized/standardized? What about using Critical Time Intervention (CTI) [www.criticaltime.org](http://www.criticaltime.org) as standard practice?

**Inequities in Care**

* There are some tenants in PSH not receiving services while other others have access to a rich array of services.
* For those in DMHAS Next Steps or Pilots programs, the acuity index is being administered. Results from this could help determine the intensity of service needs to tenants. Results have been used to move people on using RAPs where rent is paid but there are no services attached.
* It was noted that there is a need to ensure that all tenants have access to needed services and make sure that those tenants who are ready to move-on, have opportunities to do so.

**Steve DiLella to f/u with CAP agencies to see if they have CM capacity.**

**Centralizing/Standardizing Services**

* + Idea discussed to centralize CM services at the CAN level. Participants were open to the idea and liked the idea of ensuring that all clients get the services that they need. It was noted that there will be challenges on implementing this system – how are providers paid, can the services lines be pulled from existing HUD grants, how are services coordinated?
  + It was noted that it is important that all tenants get the opportunity to receive employment services and obtaining and maintaining jobs has been a real challenge. One of the benefits of centralizing services is that providers with expertise (such as employment) could serve all clients in the CAN. It was noted that the same could be applied to SOAR.
  + Questions to explore: Does everyone need services forever? How do we know percentage that are going to need permanent services?

**Using Critical Time Intervention (CTI)**

* + It was noted that CTI might be a good fit for tenants in PSH because there is a focus on community services and connecting to mainstream resources. It was suggested that if services are centralized, a case manager can be assigned to a tenant and can stay with them thru CTI and beyond.

1. What are the priorities for the CoC for 2018?
   * Need TA on how to merge work of sub-CoCs and CANs. Reaching Home and CAN Leadership have created resources such as “What is a CAN?”, merging regional planning and CAN’s and other helpful documents.

**f/u: HI to get docs from Matt Morgan and Reaching Home (PSC)**

* + Priority is to keep getting new funding

1. Wrap up and closing