**CT BOS Steering Committee Meeting Minutes**

**7/20/2018**

1. **Introductions and Announcements**



1. Welcome and Introductions
2. 6/15/18 SC minutes approved unanimously
3. Announcements - none
4. HUD Updates – tabled, HUD FO staff not in attendance
5. **NOFA Updates**
   1. Brief review of NOFA highlights



* HUD has made $50 million available nationally for DV projects; CT BOS can apply for approximately $1.3 million in funding. BOS released an RFP due 7/23/18 for DV RRH bonus funds. HUD will score the DV project on a 100 point scale with 50 points based on the CoC NOFA score, 25 points on demonstrated need as evidenced by the gaps analysis in the application and 25 points based on the quality of the DV application. DV Bonus funds will be very competitive.
* HUD is allowing projects to consolidate this year during the NOFA process. Projects interested in merging should contact [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com).

**F/U: HI is following up with an AAQ ro HUD to see if this is the only opportunity for consolidation.**

* 1. Renewal Applications
* Renewal applications are due to CT BOS no later than 7/25/18
  1. Report from Scoring Committee
* CT BOS received 21 new project applications for RRH and PSH
* The Scoring Committee met on 7/17/18 and reviewed the applications.
* Preliminary recommendations from the committee include:
* For continuity and consistency, all rental assistance for bonuses and DV bonus should be administered by the same rental administrator that is currently used by the State of CT for existing homeless services programs.
* All projects should be encouraged to request supportive services funding at a level that ensures quality services are provided and includes resources for supervision of direct care staff.
* Additional recommendations will be forthcoming
  1. DV Projects
* Applications for RRH to serve survivors of DV are due to CT BOS no later than 7/23/18.
  1. VAWA Emergency Transfer Plan

Draft plan was distributed to the group and will be sent out electronically. HUD requires that CoCs have an emergency transfer plan and the CoC needs to adopt in advance of submitting the NOFA.

**F/U: HI to send the draft plan out electronically to Steering Committee**

**F/U: SC to review and send any edits to [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com) no later than 8/10/18**

* 1. Steps to enable Danbury to move projects to ODFC
* Steve DiLella is working with providers/projects in Danbury on reallocations and moving funding to from BOS to ODFC once Danbury joins ODFC.
  1. Preliminary discussion on ranking
* There was consensus from the SC around:
  + Using recommendations from Scoring Committee on projects to fund and then using the By-name-list to decide on how allocation of funds is finally determined.
  + To not fund multiple projects of the same type in the same CAN

1. **Reallocation Discussion Follow Up** 
   1. Project Underspending

* Letters will go out to agencies who did not meet the renewal evaluation spending standard for 2 years and have more than 5% underspent in FY16; CANs will be copied on the letters.
  1. Service Funding caps
* HI will send letters to nine projects and require the agencies to come up with a plan to either serve more clients or reallocate the funding. Agencies will be made aware that next year, if there is no plan in place, the CoC will reallocate the services funding over the services cap of $7500.
* The HI support team recommends that the 2019 evaluation standards have a cost factor included.

**F/U: Add to August Steering Committee agenda.**

1. **Corrective Actions**

* Providers submitted action plans and HI is reviewing.

1. **Update on CAN reps**

Following are the CAN reps to the BOS SC:

* NE – Peter DeBiasi
* SE – Kathy Allen and Regina Moller
* Greater Hartford – Crane Cesario and Matt Morgan
* Greater New Haven – Silvia Moscariello and Nikki Barnofski
* Central CAN – Phil Lysiak and Suzy Rivera
* Litchfield/Waterbury – Belinda Arce and Nancy Cannavo
* Middletown/Meriden/Wallingford – Ann Faust and Caroline Perez

1. **HMIS updates**

* HMIS committee approved the new data quality plan.
* Data dashboard project is moving ahead.
* It was noted that the VA and DMHAS funded (non-CoC funded) projects are not entering into HMIS. CCEH has reached out to VA regarding entering into HMIS. For DMHAS it was noted that the larger programs may be able to handle the data entry but it would be a challenge for the smaller programs.

**F/U: VA and CCEH to update SC on status of VA entering into HMIS**

* CCEH has completed single user log-in for providers. Now providers should only have one log-in and user name for all of their data entry.
* The Duplication error report has been released and providers are encouraged to review this. The report is broken down by region and will help ensure that there are fewer duplicate clients HMIS.
* DOH and CCEH have been working on how to explain why some program participants are not on the By-Name List and to provide information on these clients to the CANs. This will address survivors of domestic violence and project transfers who often do not show up on the BNL.

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

* There are multiple ad hoc sub-committees that are regularly meeting. The Coordinated Entry Policy committee made a lot of progress and changes to the policies presented and passed at the January SC meeting. The Progressive Engagement Committee has been meeting monthly (info below) and the Affordable/PSH committee has been working to be sure that these resources are being captured in the CANs and consumers know about available options.
* CAN Leadership is also working on evaluations for clients and stakeholders.

**F/U: HI to provide samples of CES survey evaluations.**

* HOME RRH funds are being reviewed by DOH legal
* CANs just received Community Investment Act (CIA) funding

1. **YHDP Updates**

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* YHDP Application was submitted to HUD
* There was a discussion around equal access and what questions around gender can be asked in a housing application. It was suggested that HI provide info on gender and equal access at SC meeting

**F/U: HI to provide info on equal access and inquiring about gender on application.**

**F/U: CCEH is doing a shelter training and will reach out to HI for any info BOS wants to be included**

1. **Reaching Home Updates**

* The Families w/Children Work Group is working to end homelessness among families by 2020**.** The group is using the dashboard to see how fast families are being seen after calling 211. The group is looking at barriers to serving pregnant and parenting youth and how to address their needs.
* The Youth Work Group is identifying high need youth and bringing everyone into the discussion to identify needs of youth including working with the juvenile justice system. They are working to understand who is leaving DCF, who is homeless and what are the pathways from DCF to homelessness
* It was reported that Hurricane Maria’s evacuees are entering the homeless system.There is $4.1 million in state funds for education and housing for evacuees.

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

* In terms of ranking bonus projects, ODFC is going to put RRH first and then PSH. They will also submit a RRH DV application.
* ODFC met with DV providers in their CoC to make sure that they are collaborating and making sure that the needs of DV survivors are being addressed.
* ODFC is working to end chronic homelessness which has gone up lately.

1. **RRH Work Group update**

* Group reviewed scenarios on how much tenant’s should pay in rent based on tenant’s ability to pay rent and increase their income over time. Providers in work group are going touse actualcases and plug in numbers to see how scenarios would work and will report back.

1. **Updates from Progressive Engagement Work Group - Alice**

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* Goal of group is to come up with a framework that addresses how people who experience homelessness can have the resources and support they need to find and maintain their housing by providing small amounts of assistance at a time, tailored to their most critical need, with a focus on quickly resolving the housing crisis.
* Framework document has been presented to the CAN leadership and Coordinating Council. There will be a work group to look at the DMHAS Assessment and Acuity as well as the VI to see which work best for RRH tenants. CCEH and DOH are looking at housing resources that exist and are also looking at the rate of people leaving RRH to PSH. Group is also looking at how case conferencing can most effectively be used in CANs.

1. **RRH entering expenditures in HMIS**

* It was noted that RRH projects that are not CoC or DOH funded are not tracking expenditures in HMIS. The Progressive Engagement group is working on predicting how many people can be served through RRH and the data are coming through the RRH expenditure report and they would like information on all RRH projects.

**F/U: CAN reps to get feedback on requiring all RRH projects to report expenditure data in HMIS from RRH projects in their CAN and bring information back to SC.**

1. **Discussion of homelessness verification requirements for outreach clients**

It was suggested that PATH enrollments be used to help verify chronic homelessness. It was noted that there are clients who take a long time to get enrolled for numerous reasons and clients may be homeless considerably longer than their enrollment in PATH will show.

1. **DOH Update and Other items/issues - tabled**
2. **Next Meeting Dates:**

* August 17, 2018 - CVH, Page Hall, Room 217
* Tentative:
  + September 21, 2018
  + October 19, 2018
  + November 16, 2018
  + December 21, 2018