**CT BOS Steering Committee Meeting Minutes**

**10/16/20**

**SC Presentation: **

1. **Welcome**
2. **Announcements**

* CTBOS welcomes the new CT BOS SC Co-chair, Monique Price-Taylor.
* 2020 CoC Competition
* There is no news on the 2020 CoC competition.
* Housing Inventory Chart/Point-in-time Count Updates
* 2021 PIT Count will be held on 1/26/21.
* Save the date - CCEH HIC Webinar – 11/4/20, 1pm.
* Look out for CCEH HIC/PIT webpage coming soon.
* CT Fair Housing Center Webinar on Eviction Prevention will be held on 10/20 at 2pm.
* HUD COVID Waivers
* HUD released new waivers/extended others. [BOS Memo on Updated HUD Waivers](https://www.ctbos.org/wp-content/uploads/2020/10/Memo-2020.10.07-CoC-ESG-Waivers-v6.pdf)
* Join BOS COVID-19 Office Hours on 10/23 for details for waivers.
* DOH/DMHAS Subrecipients should not submit waiver requests –DMHAS & DOH already have submitted to HUD.

**3. Consumer Leadership Involvement Project (CLIP) update**

* Monique Price-Taylor presented on CLIP, a new project with the goal of having persons with lived experience integrated into all aspects of CT BOS.
* Monique described the three phases of the project: planning/recruitment, co-design/training/orientation and coaching and mentoring. CLIP is currently in the first stage and is collecting information and interviewing stakeholders.
* The project will analyze CT BOS Consumer Survey results, assess the current structure of BOS, and work to cultivate community where consumers will have equal participation and shared leadership.

**4. Reallocation Discussion** [Proposed Reallocation Policies](https://www.ctbos.org/wp-content/uploads/2020/10/Reallocation-Process-2020-CT-BOS-v2.pdf)

1. BOS typically has an opportunity to eliminate funding in whole or in part from existing projects and reinvest those resources in new projects. This process is known as reallocation, and it is intended as a tool for CoCs to continuously align investments with strategic priorities and ensure that projects are meeting HUD and CoC expectations.

* CT BOS uses the following criteria to identify projects for possible reallocation:
* Projects that are underperforming.
* To ensure efficient use of resources, for example to address:
* under spending, high costs, program vacancies
* Using outdated program models
* Monitoring findings/other info indicate project is out of compliance w/HUD, state, or CT BOS requirements and agency is unable/unwilling to make necessary corrections
* Projects also have the option to voluntarily reallocate to make better use of CoC resources.

**•** Steering Committee (SC) determines if projects will be reallocated in whole or in part.

• Projects slated for full or partial reallocation may submit an appeal -Grievance Committee hears and decides appeals.

• SC decides how to best allocate funds for new projects, including reallocated funds, bonus dollars, and any other source.

• CoC solicits new project apps from all eligible organizations, including those that have never received CoC Program funds.

• Next steps:

* **f/u: CAN reps should bring back Proposed Reallocation Policies to discuss with your CANs.**
* Send any feedback to [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com) by 11/6.
* There will be a 11/20 Steering Committee vote on the **Proposed Reallocation Policies.**

**5. Governance/Remote Voting Issues**

Link to doc: [Proposed Voting By-laws and Policy Changes](https://www.ctbos.org/wp-content/uploads/2020/10/Voting-Procedures-Proposed-Changes-v1.pdf)

* Due to COVID-19, CT BOS convenes Steering Committee (SC) meetings via video conferencing and periodically votes electronically subsequent to discussions during remote SC meetings.
* Even prior to COVID-19, CT BOS has also occasionally, when time sensitive matters have required prompt action, taken electronic votes outside of a meeting.
* In addition, DOH CAN staff recently noted, in light of COVID-19, the need to respond to rapidly evolving circumstances and ensure that CT BOS can promptly approve new policies.
* The proposed changes described to the CT BOS by-laws and policies are intended to address these needs, while ensuring that decision-making processes are fully transparent, codified in governance documents, and informed by key stakeholders.
* **f/u: CAN reps should bring back Proposed Voting By-laws and Policy Changes to discuss with your CANs.**
* Send any feedback to [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com) by 11/6.
* There will be a 11/20 Steering Committee vote on the Proposed Voting By-laws and Policy Changes.

**6. System Performance Measures (SPM)**

* The purpose of System Performance Measures (SPM) is to help our CoC gauge our progress in preventing and ending homelessness.
* CCEH presented on SPMs comparing FYs 2017, 2018, and 2019.
* Results indicate: increase in length of time homeless, decrease in number of persons homeless, decrease in earned income, decrease in first time homeless, increase in exits to permanent housing in all categories except services only.
* Visit <https://cche.org/data-quality/> for videos and guidance on how to improve data quality.

**7. 2021 Renewal Evaluation Schedule**

* Each year CT BOS CoC evaluates renewal projects. Performance data collected are used by HUD to evaluate systems performance, which impacts CoC application score. Data are used by CT BOS to rank projects in the annual CoC Competition (required by HUD) and to inform which projects should continue to be funded.
* 2021 Renewal Evaluation Schedule:
* 2021 Paper Consumer Surveys were distributed in June.
* Providers review and update APR data – now.
* Consumer survey links, Evaluation Timeline and instructions distributed to providers – October 13th.
* Last day to submit HelpDesk tickets – October 26th.
* Last day to correct/update APR data – November 9th.
* Consumer surveys due – November 9th.
* Providers receive evaluation reports – December.
* Providers can make data changes & complete Score Change Form (if applicable) – January.
* HI rescores and distributes revised reports – March.
* Providers have the ability to grieve scores – April.

**8. SC Meeting Schedule for 2020**

* (generally 3rd Friday of each month)
* November 20, 2020; 11:00-12:00
* December 18, 2020; 11:00-12:00
* January 15, 2021; 11-12 Semi-annual Meeting
* February 19, 2021; 11-12
* March 19, 2021; 11-12
* **9. COVID-19 Office Hours** - October 23, 2020; 11:00 – 12:00