

CT BOS Steering Committee Meeting Minutes 12/17/21

1. Welcome



2. Adopt October Steering Committee Meeting Minutes

- The minutes were adopted by the Steering Committee.

3. Announcements

- HUD Continuum of Care Competition - CT BOS Consolidated Application Submitted
 - CT BOS applied for \$49.8 million
 - \$44.9 million in renewal projects
 - \$2.2 million in regular bonus – 7 projects
 - \$1.4 million in DV bonus
 - \$1.25 million in CoC Planning funds
 - 99 renewal projects
 - 9 new projects
 - CT BOS reallocated:
 - 2 PSH projects and 2 RRH projects.
 - Link to Competition Summary: [CT BOS CoC Competition Summary](#)
- CT BOS Semi-annual Meeting will be held on 2/18/22, 11-12:30.
- CT BOS Conflict of Interest Forms due 1/14/22 to ctbscoc@gmail.com. Link to form: [2022 Conflict of Interest Form](#).
- Monitoring Selection Criteria
 - CT BOS will begin monitoring in the first quarter of 2022. Following are the selection factors that will be prioritized for choosing programs:
 - Agencies with poor performance on a previous monitoring visit
 - Larger grants and agencies with combined large awards
 - Agencies that have not had CoC projects previously monitored by CT BOS or DMHAS
 - Agencies that are new CT BOS CoC grant recipients or subrecipients
 - At the chairs discretion other factors such as underspending, request by HUD, non-compliance could be considered as well.
 - Link to Criteria: [Monitoring Criteria](#)
- HUD COVID-19 Waviers
 - The following HUD waivers expire on 12/31/21
 - Suitable dwelling size requirements for RRH
 - Homeless status is retained for up to 120 days for people exiting an institution
 - Rapid Rehousing - 24-month Rental Assistance restriction
 - CoC projects that amend their grant agreement in response to COVID to move funds between budget line items may apply in the next CoC Competition based on the Budget Line Items before they were amended
 - Units assisted under leasing may rent for more than the applicable FMR provided that the rent passes rent reasonableness test

- Disability determination can be based solely on staff-recorded observation of disability. Other documentation does not have to be provided within 45 days
- CoC Program funds may be used for up to 6 months of a program participant's utility arrears and up to 6 months of program participant's rent arrears
- Initial term of all leases may be one month.

4. Consumer Leadership Involvement Program (CLIP) Updates

- CLIP Consultants introduced themselves to the SC.
- Currently CLIP is reviewing BOS Governance document and will provide comments and feedback.
- It was noted that there are consumers in BOS who may not have information about or have trouble accessing grievance procedures.
f/u: This item to be added to the January SC agenda.

5. Vote on CT BOS 2022 Point-in-time Homeless Count Methodology

- The methodology was reviewed during the November SC meeting and sent out in advance to the SC.
- **Motion: To approve the CT BOS 2022 Point-in-time Homeless Count Methodology. Motion is approved.**

6. Update from ACT on Point-in-time count of Persons Experiencing Homelessness

- The deadline for provider data entry in the PIT database is 2/1/22.
- Provider training dates for the PIT will be announced shortly.

7. System Performance Measures (SPM) – CCEH

- There is an increase in length of time homeless from 2019 to 2020. Providers should do the following as part of data QA:
 - Look for any outliers or unrealistic values for the date homelessness first started
 - Review longest stay lengths to be sure enrollments were closed out properly
 - Check for overlapping enrollments
 - Review Move-in Date for RRH and PSH programs for missing values
- There has been a decrease in both earned and non-earned income from 2019 to 2020. To ensure data quality, providers should:
 - Review the APR for missing data or data errors for income amounts
 - Confirm that income is being collected at each assessment
 - Review programs to identify strategies or resources that might help to increase client income
- SPM Clean-up
 - Webinars to guide through 4 key data elements
 - Recordings available at <https://cceh.org/provider-resources/webinars/>
 - Data clean up guides are available at: <https://cceh.org/data-quality/>
 - CCEH will follow up on outstanding data errors

8. HMIS Trainings

- It was reported that providers have been having trouble getting into HMIS trainings.
- Nutmeg noted that they are meeting their contractual obligations with CCEH with regard to trainings. They noted that in November and December 2021, they have provided more trainings than in November and December 2020.
- Providers who would like to give feedback on HMIS trainings can send an e-mail to ctboscoc@gmail.com.

9. 2022 Renewal Evaluations

- CT BOS Youth Renewal Evaluation Criteria Tiered Scoring was shared with the SC. Link: [CT BOS Youth Renewal Evaluation Criteria Tiered Scoring](#)
- HMIS automated renewal reports will be available this year for the renewal evaluation process. There will be a Renewal Evaluation webinar in February.

10. SC Meeting Schedule

- January 21, 2022; 11-12:30
- February 18, 2022; 11-12:30 – Semi-annual meeting
- March 18, 2022; 11-12:30
- April 22, 2022; 11-12:30
- May 20, 2022; 11-12:30
- June 17, 2022; 11-12:30

11. BOS Office Hours

- To be scheduled based on need -dates TBD