**CT BOS Steering Committee Meeting Minutes**

**3/18/22**

**11:00 am – 12:30 pm**

1. **Welcome**

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1. **Guidelines for BOS Meetings**
2. **Introductions –** *breakout in small groups*
3. **Adopt February Semi-Annual Meeting Minutes –** Meeting Minutes Approved
4. **Announcements**

* CT BOS FY 2021 HUD CoC Competition Awards CT BOS was awarded $47,430,433
  + All renewals (95) were funded.
  + Other funded projects include:
    - 1 Support Services Only Expansion
    - 1 Permanent Supportive Housing(PSH) Expansion
    - 1 New PSH Services Only Project
    - 2 Domestic Violence (DV) RRH Expansion Projects
    - 1 New Joint DV Transitional Housing/Rapid Rehousing
* Action Needed - Transition to Unique Entity Identifier (UEI)
  + HUD switching from DUNS #s to Gov’t-issued Unique Entity Identifier (UEI) as a means of entity ID for federal awards.
  + Entities must be registered in SAM.gov to qualify for federal awards. For more info about the transition from DUNS to UEI (SAM) visit: <https://sam.gov/content/duns-uei>.
  + To ensure your UEI is on the FY 2021 CoC grant agreements & FY 19/20 YHDP grant agreements, providers must update organization’s Project Applicant profile in *e-snaps* on or before **March 29, 2022.**
  + Help w/*esnaps* update:

<https://files.hudexchange.info/resources/documents/Updating-the-Applicant-Profile.pdf>.

* Update on Consumer Leadership Involvement Project (CLIP) Feedback on Governance Charter
  + CLIP Consultants submitted feedback & questions on CT BOS Governance Charter. Co-Chairs & Housing Innovations reviewed and are discussing changes with CLIP. Updated Governance Charter will be presented to Steering Committee in April or May 2022.
* 2021 System Performance Measures (SPMs) were submitted to HUD: [CT BOS 2022 SPM Submission to HUD](https://www.ctbos.org/wp-content/uploads/2022/03/SPM-Report-FY2021-FINAL10.1.20-9.30.21.pdf)
  + CCEH will present CT BOS submission at 4/22/22 SC mtg.
* Updates on CAN representatives to CT BOS Steering Committee – Welcomed new representatives
  + Greater New Haven CAN rep is now Cathleen Meaden, Columbus House.
  + Central CAN rep is now Caitlin Rose, Friendship Service Center.
* Upcoming Webinars
  + Introduction to BOS CoC – 3/23/22 3:30-5pm
  + DOH Statewide Rapid Rehousing Operations Guide Training – 3/30/22 1-3
  + CT BOS Renewal Evalution Training - 3/31/22 – 1-3
  + Policies and Administrative Requirements Webinar – 4/27/22 – 2-4

1. **Follow up on Strategic Planning Discussion**

* Link to Summary of Semi-annual meeting discussion: [CT BOS Strategic Planning Discussion Summary](https://www.ctbos.org/wp-content/uploads/2022/03/Priorities-Summary-CT-BOS-Strat-Planning-2022.02-v2-docx.docx)
* Semi-annual meeting participants provided the following topics to prioritize in order to achieve the goal of making homelessness rare, brief and one time:
  + Support for advancing particular program models including: prevention, landlord engagement and shared housing.
  + Fund Direct Services in General by increase staff wages and providing retention bonuses; funding front line/direct services and supporting staff.
  + Focus on HMIS by having more training available; better reporting for provider agencies to use for internal QA; improving HMIS data entry process, infrastruction and database and expanding Caseworthy.
  + Improve Cross System Collaboration by: developing better and more direct connections to Higher Levels of Care; ensuring that all Public Housing Authorities have a homeless preference and making sure that clients can access treatments for mental health and substance use.
  + Identify new program models and find creative solutions for the “most difficult to serve.” And, identify plans to serve an aging population.
  + Engage diverse stakeholders with more innovative and supportive programming for Persons with Lived Experience with a pathway to employment . And, increase representation of Black, Indigenous, People of Color (BIPoc) at senior level meetings.
* Semi-annual meeting participants also addressed how we should use CoC Planning Grant funds to advance the priorities. They suggested:
  + Trainings should be available by recorded webinars on direct service models. And, specifically, there should be training for management level staff.
  + Engagement of diverse stakeholders where there is a continuation of training/support to bring People with Lived Expertise to the center and in the front of our work.
* Meeting participants provided additional detail on the above topics and added new concerns, feedback and suggestions:
  + It was reported that the current Fair Market Rent is not high enough and needs to be increased.
  + It was suggested that there need to be more ways to connect with landlords and work with them to secure units.
  + It was suggested that more emphasis be put on training and supporting staff and that Diversity Equity and Inclusion training is needed.
  + The need to raise staff salaries, increase in staff burn-out and lack of retention were also noted.
  + An onboarding training series for new staff was requested
  + It was noted that recordings from DMHAS webinars provided via CSH will be posted to the CT BOS website.

1. **Vote on New Steering Committee Representatives**

* Community Representatives nominees include:
  + Natalie Mazzone
  + Teth Pickens
  + Diamond Lovett
  + Richard Coleman
  + Lisa L. Scott



* **Motion: To accept the five nominees for the five open Community Rep positions. Motion passes.**
* The five new members join Melissa Dzierlatka who is an existing Community Rep. All of the Community Reps will serve until June 2023.

1. **Discussion of New Project Priorities for 2022 CoC Competition**

* There was discussion regarding which program models should be included in this year’s new project Request for Proposals (RFP) for submission to HUD in the CoC competition.
* Recommended Program Models were presented:
* Rapid Rehousing (RRH);
* Services in existing permanent supportive housing (PSH) programs;
* New congregate PSH programs scheduled to open within HUD defined timeline and not yet fully funded;
* Homeless Management Information System (HMIS);
* Coordinated Access
* It was noted that with the loss of over $8 million in funding for RRH with the end of the CARES funding, RRH should be prioritized.
* There are existing BOS PSH projects that do not have supportive services and it was noted that services for these projects should be prioritized.
* There was discussion around the need for new PSH units especially since BOS did not get any new units from HUD this last year in the competition. It was reported that for DV survivors there is an excess of RRH and a need for PSH units. HUD has not allowed PSH projects to apply for DV Bonus funds.
* Others noted that the focus should be on RRH units, not PSH and that there are tax credit units coming on-line and Moving-On units, both of which will increase the availability of PSH units.
* Steering Committee members will vote on which program models CT BOS should seek through the 2022 New Project RFP at the next Steering Committee meeting.
* Kara Capone has convened a group to discuss how to handle the loss of CARES funding. It was suggested that Kara connect with the Partnership for Strong Communities to ensure that there is a wide representation of people able to come together to address this issue.

1. **Other Business** 
   * The Operations Work Group of the Greater New Haven CAN reached out to BOS to explain the severe lack of available rental units in New Haven.
   * It was reported that consumers with vouchers are unable to secure units and that rents are extremely high. Providers noted that they have tried to use landlord incentives but that has been unsuccessful.
   * Providers throughout BOS noted that there is a lack of affordable units and has been very difficult to assist consumers with locating housing.
   * Providers in New Haven are meeting with Rosa DiLauro, U.S. Congress Rep from 3rd District regarding these issues.
   * It was suggested that since this is a statewide problem, perhaps the Reaching Home Campaign would be the best place for these issues to be addressed. John Merz offered to reach out to the Partnership to get a meeting set up to plan next steps.
2. **SC Meeting Schedule**

* April 22, 2022; 11-12:30
* May 20, 2022; 11-12:30
* June 17, 2022; 11-12:30
* July 15, 2022; 11-12:30
* August 19, 2022; 11-12:30
* September 16, 2022; 11-1:00 – CT BOS Semi-annual meeting