**CT BOS Steering Committee Meeting Minutes**

**3/15/24 - 11:00 am – 12:30pm**

1. **Welcome and Chairs Introductions**

[**SC Participants 3.15.24**](https://www.dropbox.com/scl/fi/ad3ul5b3xso2kaomxivox/SC-Participants.xlsx?rlkey=4lqfyznke8o2q9p59134zs518&dl=0)

1. **Guidelines for BOS Meetings**
2. **Adopt Feb SC Meeting Minutes –** approved by consensus

1. **Announcements**

* Post Steering Committee Meeting Q & A – Anyone who has questions or concerns is invited to stay on at the end of each meeting.
* CT BOS Renewal Evaluation Updates
  + Score Change Requests were due 3/12. Results from Score Change Requests will be in RED later this month. The Grievance Committee meets on 4/2. Grievance results will be in RED by mid-April. Watch for email announcements with more details.
* CT BOS New Project RFP Reminders
  + New project applications are due on 3/20/24. Check out the following resources:: [Bidders' Conference Recording](https://youtu.be/i-x21usxvI4); [Bidders' Conference Slides](https://www.ctbos.org/wp-content/uploads/2024-New-Project-RFP-Bidders-Conference-v3.pdf); [BOS RFP webpage](https://www.ctbos.org/hud-coc-application/)
* DMHAS PSH Training Catalog
  + Trainings are available and schedule can be found here: [Supportive Housing Training Catalog Spring 2024](Supportive%20Housing%20Training%20Catalog%20Spring%202024)
* VITA (Volunteer Income Tax Assistance)
  + VITA provides free tax preparation services to low-to-moderate-income individuals. IRS-trained volunteers are certified to prepare simple tax returns. Volunteers screen customers for special tax credits, such as the Earned Income Tax Credit (EITC) and the Retirement Savings Contribution Credit (Saver's Credit). To get assistance, check out these websites: CRT: [Link to CRT VITA info](https://www.crtct.org/programs/basic-needs/vita-tax-preparation-services/); ACT: [Link to CAHS-ACT VITA Info](https://cahs.org/vita.html); [Link to find VITA near you](https://irs.treasury.gov/freetaxprep/).
* My Dog Is My Home - Co-Sheltering Virtual Conference – 3/26-3/28
  + The conference aims to create a virtual space where advocates, providers, policy makers, and people with lived experience can work hand in hand to redefine the landscape of care and transform pathways to housing for people and animals together. Participants can learn about the powerful movement to support the human-animal bond in homeless services: [Link to Conference Info](https://www.mydogismyhome.org/).
* Reminder – CT BOS Semi-annual Meeting – 5/17
  + The CT BOS Semi-annual meeting will be held on 5/17 from 11am -1pm . As always, meetings are open to all.

1. **CT BOS Co-Chair Election** 
   * CT BOS Steering Committee has 4 Co-Chairs. Current Chairs represent: CT Department of Housing (DOH), CT Department of Mental Health and Addiction Services (DMHA)S and Advancing CT Together (ACT). There is one open position to serve until December 2025.
   * Stephanie Lazarus and Tania Banks are the two nominees for Co-Chair. Each presented information about themselves.
   * Votes are due by 3/22 on Survey Monkey: [Link to Survey Monkey](https://www.surveymonkey.com/r/BSW29ZZ).
   * All Steering Committee members are eligible to vote.
2. **CT BOS HUD CoC Competition** 
   * 2023 Competition Debrief: HUD provides limited info on how each CoC scored in the competition. HUD shows how many points were awarded in each broad category and in some cases they break that down by points awarded for specific questions within a category. They only provide details for less than half of the points available. Following is the BOS CoC score by category:

* Coordination and Engagement–Structure and Participation: 5/5 (100%)
* Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organizations: 67/80 (84%)
* Project Review and Ranking Process: 26/27 (96%)
* Homeless Management Information System (HMIS) Implementation: 9/9 (100%)
* Point in Time Homeless Count: 5/5 (100%)
* System Performance: 49.5/60 (83%)
* Coordination with Housing and Healthcare: 14/14 (100%)
* The main things BOS CoC lost points on are: not increasing RRH beds; an increase in homelessness as reported in the 2023 PIT count; returns to homelessness and number of people becoming homeless for the first time.
* HUD announced that the CoC Application is to be submitted to HUD every **two years instead of annually!** HUD also noted there will be a application this year, and NO application in 2025. We don’t yet have any information from HUD about how this will work.
* There is a small amount of money available nationally for a Cost of Living Adjustment (COLA) for supportive services funding for CoC renewal projects. We don’t yet have any information from HUD about how this will work.

1. **Break Out Rooms**

* What suggestions do you have for how CT BOS can improve our processes for the 2024 CoC Competition? Try to focus on things we can control, not on things HUD would need to change. [Link to SC Feedback](https://www.dropbox.com/scl/fi/39399x4fh7r56wpgzrjyq/BOS-March-SC-Chat-Feedback.docx?rlkey=hueia27t34sxmv0ypk4gtebm4&dl=0)

1. **State of CT Annual Action Plan Presentation**
   * Mike Santoro of DOH presented the plan. He noted that there has been public input into the creation of the draft plan. [Link to draft Action Plan](https://portal.ct.gov/-/media/DOH/Draft-24-25-Action-Plan.pdf)
   * Funding sources included in the plan: Emergency Solutions Grant, National Housing Trust Fund, HOME Investment Partnership, Small Cities Community Development Block Grant, Housing Opportunities for People with AIDS
   * Mike encouraged people to read the plan and to provide input.
   * The official last day to provide comments in 4/13, but Mike noted that they will accept comments after that date if they have not yet submitted the plan to HUD.
   * To submit comments, use the following e-mail: Ct.housing.plans@ct.gov
2. **Grievance Policy Changes - Vote**

Grievance Policy for Providers and Steering Committee Members - Limitations on Grievances

Proposed Addition to Policy:

* + The Grievance Committee will not consider Grievances from projects that could not meet certain performance benchmarks (e.g., occupancy or spending) because of an insufficient number of people experiencing homelessness who are eligible for the project. Such projects are encouraged to seek referrals from another CT BOS CAN or work with their CAN and HUD field office to alter target pop and/or reduce size of project
  + [CT BOS Proposed Grievance Policy Addition](https://www.dropbox.com/scl/fi/cuybcaprinfiss3q1rre1/2023.04.25-Proposed-Revision-CT-BOS-Grievance-Policy.docx?rlkey=xs66c3imfsm1rcf9auh3z4lv6&dl=0)
  + SC discussed this policy change last month in preparation for this month.
  + **Motion: To accept the Grievance Policy Changes. Motion passes (Non-conflicted Steering Committee members only voted).**

1. **Partner Announcements**

* DMHAS has an upcoming training in May on hoarding: [Link to hoarding training](https://www.ctbos.org/wp-content/uploads/Buried-in-Treasures-DMHAS-Flyer-368.pdf)
* The Partnership has a webinar series on affordable housing, first Wednesday of the month, first one is 4/3. Link for more information: [PSC Info and Registration Link for Webinar](https://us06web.zoom.us/meeting/register/tZ0kf-CgpjguE9xmUVMV2APs9UHv43upVGo-#/registration)
* The Interagency Council on Homelessness, chaired by DOH is slated to have a strategic plan by this summer.

1. **Other Business - none**
2. **Steering Committee Meeting Schedule**

* April 19, 2024; 11-12:30
* **May 17, 2024; 11-1:00 – SEMI-ANNUAL MEETING**
* June 21, 2024; 11-12:30
* July 19, 2024; 11-12:30
* August 16, 2024; 11-12:30
* September 20, 2024; 11-12:30
* October 18, 2024; 11-12:30
* November 15, 2024; 11-12:30
* December 20, 2024; 11-12:30