**CT BOS Steering Committee Meeting Minutes**

**6/16/23 - 11:00 am – 12:30**

1. **Welcome and Chairs Introductions**

[**June SC Mtg Participants**](https://www.dropbox.com/scl/fi/eyfi12e381gjnt3yquqx5/June-SC-meeting-participants..xlsx?rlkey=zyypfjhlp5p2x183nqeo4mk4f&dl=0)

1. **Guidelines for BOS Meetings**
2. **Adopt May Steering Committee Minutes –** minutes approved by consensus
3. **Announcements**

* Steering Committee Membership - Community Representative Election Results and CAN Registrations
* Congratulations to our newly elected CT BOS Youth Community Representatives, Joel Danso Aboagye & Tanya Castillo.
* Congratulations to our newly elected and re-elected CT BOS Community Representatives, Tania Banks, Heather Craven, Aleena Durant, Melissa Dzierlatka, Michael Moore, and Sonia Soto.
* The following CAN Reps were appointed by their CANs:
  + Greater Hartford: Rebekah Lyas & Amanda Gordon
  + Eastern: Fenty Lee & Kim Jakowski
  + Middlesex/Meriden/Wallingford (MMW): Manssour Hanne & Deanna Bencivengo
  + Northwest: Samantha Arruda & Nancy Cannavo
  + New Haven: Nikki Barnofski & Cathleen Meaden
  + Central: Christine Thebarge & Caitlin Rose
    - [Link to CAN Rep Contact](https://www.ctbos.org/about-can-reps/) Information
* Monthly Steering Committee Debrief Meetings Suspended
  + Because of a lack of attendees at the last two meetings, the Steering Committee debrief meetings will be suspended.
* Grant Inventory Worksheet (GIW) Released
  + HUD has released the GIW. Providers are asked to review and send any changes to [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com) no later than 7/20. Ensuring that the GIW is correct is critical, because it determines the amount of funding for which renewal projects can apply.
  + Upcoming Webinars –Equal Access – 8/8/23 – 10am-12pm – note new time*:* [*Zoom link*](https://us02web.zoom.us/j/82307371561?pwd=b0VQaTVuWFNIa3A4bDBaa2ZNUjN0UT09)*;* Meeting ID: 823 0737 1561; Passcode: 860300; call-in: 6469313860
* CT DSS Update on Medicaid Enrollment and new exclusions for Persons Experiencing Homelessness in the SNAP work requirements. See slides for presentation: [Steering Committee Slides 6.21.23](https://www.ctbos.org/wp-content/uploads/CT-BOS-6.16.23-SC-Slides.pdf)
* HUD NSPIRE (National Standards for the Physical Inspection of Real Estate)
  + NSPIRE will be required for all programs, in lieu of HQS. New requirements take effect starting 10/1/23.
  + The goal is a simpler process focused on health & safety not appearance, and there are fewer standards than HQS.
  + Process will include inspection of individual units, inside public areas, & outside of the structure.
  + Self-inspection is required annually. Submissions are electronic, which enables photo uploads.
  + Third-party inspections are required every 1-3 years depending on self-inspection outcomes.
* Discussion of level of interest in a Case Worthy Client Portal demo
* Some of the features of the client portal include: direct access for clients to their data; clients can upload documents from a phone; clients can sign forms and review referral status; clients can get automated text reminders for appointments. Features are customizable.
  + Meeting participants reported that they are interested in learning more about CaseWorthy’s client portal.
  + f**/u: Housing Innovations to set up a demo.**

1. **Consumer Leadership Involvement Project (CLIP) Updates –** See Steering Committee Slides for presentation: [Steering Committee Slides 6.21.23](https://www.ctbos.org/wp-content/uploads/CT-BOS-6.16.23-SC-Slides.pdf)
2. **Project Renewal Evaluation**

* Review Spending Reports
  + As presented at the May Steering Committee meeting, CT BOS spent 88% of HUD funds. 12% of $5,618,381 was unspent (data from the 2023 Renewal Evaluation).
* Break Out: What can the CoC do to help agencies improve spending rates on CoC grants?
  + [Feedback from Break Out Sessions on Spending](https://www.dropbox.com/scl/fi/tz3i1t378pbgrkbisyouf/Spending-Feedback.docx?rlkey=829sojhuwzgm3m4v9jycv0n7z&dl=0)
* Votes: *(non-conflicted only)*
  + Should CT BOS distribute projects’ 2023 Renewal Evaluation scores?
    - **Motion: To distribute the 2023 Renewal Evaluation Scores with agency names. Motion passes.**
  + 2024 Proposed Renewal Evaluation Criteria
    - **Motion: To approve the 2024 Proposed Renewal Evaluation Criteria. Motion passes.**
* Reminder - 2024 New Participant (Consumer) Survey is ready!
  + [Participant Survey 2024](https://www.ctbos.org/wp-content/uploads/2024-Participant-Survey-English-v2.pdf) & [Participant Survey Spanish 2024](https://www.ctbos.org/wp-content/uploads/Spanish-Survey.pdf).
  + Be on the lookout for an e-mail with the Survey Monkey links for the surveys (adult and YHDP).

1. **Mobile Medication for Addiction Treatment (MAT) Presentation – DMHAS -** tabled
2. **CT BOS Code of Conduct Proposed Updates -**[**Link to Code of Conduct Proposed Updates**](https://www.dropbox.com/s/dj09e61ca9xqe2q/CodeConduct%202023%20Updates%20v1.docx?dl=0)

* Steering Committee will vote on the updates to this document at the next meeting.
* Please submit any comments or suggested edits by no later than 6/30/23 to ctboscoc@gmail.com

1. **CT BOS Conflict of Interest -** tabled
2. **Other Business**
3. **Steering Committee Meeting Schedule**

* July 21, 2023; 11-12:30
* August 11, 2023; 11-12:30
* September 22, 2023; 11-12:30
* October 20, 2023; 11-12:30
* November 17, 2023; 11-12;30
* December 15, 2023; 11-12:30