**CT BOS Steering Committee Meeting Minutes**

**2/17/23 - 11:00 am – 12:30pm**

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1. **Welcome**
2. **Guidelines for BOS Meetings**
3. **Introductions**
4. **Adopt January Steering Committee Meeting Minutes**

* There was a question regarding new project types and the inclusion of services funds for PSH projects with no dedicated service funds from any source. This project type was included in the proposed project types and was in the minutes.
* Minutes were adopted by consensus.

1. **Announcements**

* Welcome Phil McKeough, new HUD Hartford Field Office, Community Planning and Development (CPD) Director.
* CT BOS Semi-annual Meeting will be held 3/24/23– spread the word!
* Youth Steering Committee (SC) Community Representative Position Available
  + CT BOS SC has a position open for a Youth Community Rep position on the BOS SC.
  + Please complete the following app and send to [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com) : [CT BOS SC Youth Rep App](https://www.ctbos.org/wp-content/uploads/CT-BOS-SC-Youth-Community-Rep-Application-1.docx)
* Upcoming BOS Webinars
* Participant Grievance Policies Training:  Tuesday, March 28, 10 a.m. - 11 a.m.
  + Join Zoom Meeting: [Zoom Link](https://us02web.zoom.us/j/83402016606?pwd=SWY4RlJuV0tzTitybjFuTExtSGVvQT09); Meeting ID: 834 0201 6606; Passcode: 982042; 646 876 9923
  + Topics include: CT BOS Grievance Process (Includes CAN Grievances); RRH Grievance Process; DMHAS Grievance Process; Grievance Rights Notification
* The Volunteer Income Tax Assistance (VITA) Program
  + VITA is an IRS-certified program using volunteers who provide free basic income tax return preparation with electronic filing to qualified individuals.
  + Eligibility for the program includes: people who make $60,000 a year or less; persons with disabilities; Senior citizens; and Persons with limited English
    - [Link to VITA Location Near You](https://irs.treasury.gov/freetaxprep/)
* Updated and Final Homeless and Disabling Condition Verification Forms:
  + Reminder that these forms have been updated and can be found at: [Homeless Verification Form](https://www.ctbos.org/wp-content/uploads/CT-BOS-CoC-Homelessness-Verification-Form-Ded-Plus-Edits-v12-DRAFT-KZ.docx) & [Disabling Condition Verification Form](https://www.ctbos.org/wp-content/uploads/CT-BOS-CoC-Disabling-condition-verif-form-v11.docx)
* HUD Proposed Rule Affirmatively Furthering Fair Housing and public comments are wanted: <https://www.hud.gov/press/press_releases_media_advisories/HUD_No_23_013>

1. **New Britain Consolidated Plan**

* Scott Williams, Grants Administrator, City of New Britain Department of Planning & Development presented on the Annual Action Plan and the ESG grant. See slides for details.
* It was noted that there is a need to address women experiencing homelessness in New Britain.
* Comments on the plan can be sent to Scott: [Scott.Williams@NewBritainCT.gov](mailto:Scott.Williams@NewBritainCT.gov) 860-826-3329

1. **CT BOS New Project Priorities** 
   * Each year Steering Committee (SC) sets priorities for HUD CoC new project funding.
   * Last month the proposed allowable types of new project apps were presented.
   * **Proposal: 2023 Allowable Types of New Project Applications - CoC Bonus Funds**
     + New Units Permanent Supportive Housing (PSH) – Individuals Only (including youth)
     + New Units of RRH (including Diversion & Rapid Exit) for Individuals and Families (including youth)
     + Services funds for PSH Projects with no dedicated service funds from any source
     + Service funds for CoC-funded PSH and RRH projects with funding below $5,000 per household per year
     + Coordinated Entry Supportive Services Only (CE SSO - not via RFP)
     + Services funds will be set at $9K per household based on PIT (point-in-time) number of HHs served.

* **Proposal: 2023 Allowable Types of New Project Applications – DV Bonus Funds**
  + - RRH
    - Joint Transitional/RRH (TH/RRH)
    - CE SSO (not via RFP)
    - Any other project types HUD indicates in NOFO are allowable (not via RFP)
* There was a discussion regarding bonus points.
* It was noted by several participants that they needed more time to discuss the bonus points with their CANs.
* SC decided to table vote on the following, with the understanding that the New Project Scoring Tool cannot be released until these items are resolved:
  + - * Bonus Points for rental assistance for projects that received CT DMHAS Homelessness to Housing (H2H) funding
      * Bonus Points for CoC funded projects that currently have no designated services funding from any source

A question was raised regarding who would get the H2H bonus points. **F/U Chairs to clarify if proposal is to make bonus points available for all agencies funded through a H2H collaborative or only the lead agency.**

* It was noted that it is critical that persons living with mental illness are served with this RFP since there is a great need in the community**.**
* There was a question regarding participant eligibility for the proposed projects. It was clarified that the projects must serve only people defined as eligible by HUD and referred through the CAN process.
* **Motion: To approve the proposed 2023 Allowable Types of New Project Applications for Regular and DV Bonus (detailed above). Motion passes.**
* Bonus point to be voted on at the Semi-Annual Meeting on 3/24/23.

1. **Updates to Participant Bill of Rights -** [**Participant BIll of Rights**](https://www.ctbos.org/wp-content/uploads/Participant-Bill-of-Rights-Adopted-2-17-2023.pdf) **- Vote**

* At January SC mtg, updates to the Bill of Rights were presented. The document was simplified to one page.
* Participants proposed amendments to the document.
* **Motion: To approve the updates to the Participant Bill of Rights as amended and detailed in the link above. Motion passes.**

1. **HUD CoC SNOFO awards** [**CT BOS HUD SNOFO Awards**](https://www.hud.gov/sites/dfiles/CPD/documents/CT_Press_Special.pdf)

* CT BOS CoC was awarded $18,200,171 over 3 years.
* Unsheltered Award is $17,483,873 which includes:
* SSO Street Outreach was awarded $6,479,192 for one project, and DMHAS is the grantee.
  + Sub-recipients include: Journey Home, New London Homeless Hospitality Center, Liberty, CHD, and Columbus House.
  + PSH was awarded $6,151,715 for 5 projects, and DMHAS is the grantee for each project.
  + Sub-recipients include Columbus House (2 grants), New Reach, CRT, and SVDP Middletown.
  + SSO Coordinated Entry was awarded one project in the amount of $4,617,456, and the grantee is DOH. Subrecipients are TBD.
  + Planning Grant was awarded $235,510 with one project and DMHAS is the grantee. Subrecipients are TBD.

1. **Renewal Evaluation Updates –** information was sent by email and will be resent.
2. **Amendment to Governance Charter**

* To enable CT BOS SC Community Representatives to get jobs in the sector without having to resign from the Steering Committee, there is a proposed change to the SC member selection section.
* **Proposed Change to CoC Steering Committee Member Selection:**

**Remove this language**: “Community representatives may not be employed by any agency receiving CoC funds.”

* Conflict of Interest Policy and Code of Conduct (See By-Laws Article 8) will continue to apply to all Steering Committee members, including Community Representatives, for example:
* Must disclose Conflicts of Interest
* May not vote on any item that would create a conflict or appearance of conflict.
* Vote on proposed change at March Semi-annual Meeting

1. **Other Business**

* A question was raised about how to submit a grievance regarding the CoC. This [Grievance Policy Notice](https://www.ctbos.org/wp-content/uploads/2023.01.20-Adopted-CT-BOS-Grievance-Policy-Notice.pdf) explains how to submit a grievance. Anyone who would like to submit a grievance can reach out to [ctboscoc@gmail.com](mailto:ctboscoc@gmail.com) to get assistance.
* Other questions were raised and then included in the chat:
* In your opinion is it ok for a lived expertise person to be told anything without proper explanation of why it may be that way? Or do you expect them to ask why it may be that way?
* Is it normal and ok for a lived expertise person to have to go through more loops and push back in this space than any other for simple things?
* Is this a COC more concerned with the intent than the impact that is a result of the intention whether negative or positive?
* How involved is the CoC in the treatment of lived expertise groups ran by providers within the CoC?

1. **Steering Committee Meeting Schedule**

* **March 24, 2023;** **11-1:00 – Semi-Annual**
* April 21, 2023; 11-12:30
* May 19, 2023; 11-12:30
* June 16, 2023; 11-12:30
* July 21, 2023; 11-12:30
* August 18, 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