**CT BOS Steering Committee Meeting Minutes**

**7/19/24 - 11:00 am – 12:30pm**

1. **Welcome and Chairs Introductions**

[SC participants 7.19.24](https://www.dropbox.com/scl/fi/qnkkdzzgqkch1n8krooog/SC-Participants-7.19.24.xlsx?rlkey=fdbjg1m2hptfgl8a84f68pe8j&dl=0)

1. **Guidelines for BOS Meetings**
2. **Adopt June Steering Committee Meeting Minutes –** 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.
* Welcome new CT BOS SC reps
* CT BOS has two new Youth Community Representatives: Jayse Frost Payton & Cami Mae-Lynn Hawkins.
* CT CAN End Homelessness Rep is Amber Freeman.
* The new Steering Committee Alternate for United Way, 211, is Ronette Daniels and for CT Judicial Branch Court Support Services Division is Michael LaBianca.
* U.S. Interagency Council on Homelessness (USICH) Seeking Nominations for Youth Advisory Group
* USICH is recruiting members for the USICH Youth Advisory Group. This group will inform and advise the USICH Youth Initiative. They are seeking self-nominations from young people with lived expertise between the ages of 18 and 29. Nominations close on July 31, 2024. See description for more information: [National Youth Advisory Group](https://acrobat.adobe.com/id/urn:aaid:sc:US:c60e3f53-224c-46ae-b7e2-5f71dda878f4)
* Thanks for HUD CoC Grant Inventory Worksheet (GIW) responses
  + Each year the CoC needs to review and correct the GIW, the document that lists all of the HUD CoC renewal application projects. Thanks to all the providers for their help in promptly ensuring that the GIW is accurate and complete despite the July 4th holiday.
* National Standards for the Physical Inspection of Real Estate (NSPIRE) Compliance Date Extended to 10/1/25
  + HUD extended the compliance date for NSPIRE which is replacing Housing Quality Standards (HQS) to October 1, 2025 for CoC and ESG recipients and subrecipients and HOPWA grantees. HUD will publish standards before the compliance date. CT BOS will provide additional guidance once more information is available. See [NSPIRE website](https://www.hud.gov/program_offices/public_indian_housing/reac/nspire) for more information.
* 2024 HUD CoC Competition – Steps providers can take to prepare
  + Providers should update applicant profiles in E-snaps: [Applicant Profile Instructions](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dzyCbwOcBjfJc9WTXuGHDswnatsUFAgan8hjaA3I_4nWfkDvx5s1gI98Sea8vD46KsSQ9mNReGbl5pbdu_0rZAOjU49BLu2dnDKWBe76No3z5U_n8RFRc5kVBBKix0h2TsfK3u4KSDze-gVbQSNhfU8VR1E-FoPvUokp64WehsKi_ZS9_01jNnM=&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==)
  + Providers should ensure that there are at least two users in the E-snaps system and that those users are trained in and familiar with the system – HUD Guidance on adding E-Snaps users: [When another staff member has access to org's account](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dxAcRCjYvZjJMWFhIOWnN4z4w-HIdWDfUTEOj09eYph47NJJPRm4-iUnQgeSChEJ56u4X6nQ4GdhtGexMISCZr0isDn6FAa-ki2t_HXOaneZRtOIU82EYiIOomAX3MEZDhFYfJN-qTDEyU95WGMDQXh1t-XAHw7gVYFyYgNBmpfHfAsCAw9P0dL19WUxPp8fbB0mTgHgy8uQMgI8UpVekY50VH1ZzGwTBQ==&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==); [When no one has access to org's account](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dxAcRCjYvZjJVJ8OEpM7PDXTLuBu1sM5mZ4uxUZDjQdUAI6qWmH3lHYPqvOvyK5t_m2u6aRlE8a3dL_Xkmn4k6vqWY4YoNZemXbS3OtdQFzTWVOgXYlDHT35t_TswtTCMybWUwLnJMlOeQpD4tEzdl6ygusAxnbWiL88Z-VVyAKeFd_UbufD7Fcv4_qn86knmbsjir86m9RLYL3IFP4SSDI=&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==); Other E-Snaps resources: [e-snaps 101 Toolkit](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dwF8eYzGWUr_AExW42fVIdCUDXCX4NWo5UtusBCmDcvyrOWHgx6KVmFFNQaSdgUBREjVVPAn05riObsvyiYtozS5YLjXqKiSPewsDXwO9jb_5CNsTgTzRcEhah41CB7tLy6P3tYsP7aZg1RC8oq4ZbNflG190uVvVA==&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==); [e-snaps 201 Tookit](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dxAcRCjYvZjJowGL-3L7NRD9w1MNUpcJ8Hbf5jbaQIebCWVoHc_yWRWHi6EBKD4mZQM9KG_ASwbO-Yamz_ROcekQHExJfFk6xK8-CDS0zQtObnxauUvcFi9VGciukEkpx8BnF9sCpe2xqqjM5a_DJLdamsRF8hiqKw==&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==)
  + All staff working on CoC Project Applications should receive CT BOS emails: [Sign up for BOS e-mails](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dyQavAi7iVE6Kcs7vzwrH6512eG0hjgV2rwT2hyGboSnuaNnrki6AXeWg1N82KVqmpK2PUpgDY2JmS2oV4jRBKvm6mcH0fJ0Mv7-IXC8QhWsC2ubxsmt_ivVcyxegDsEbKAAmX-6DfCFtccCRow_VVEvYI2zInmnPhbLZtL3iha3sC4cRvJe9fA_rU2ZV0wNC546kd_wHrIb1lfXeaW0Q0iyD-m9z9yrhe1_89r1cYLYhfyENvJpgVeJpye4lDb95Sfj5CYH06srRV2ALFsMlAqaqFU9UO9JwVDOdhLY9tBgBoD1RugryRd1VzvDLwy_mWHVkw7u5QatJieMGBU2EqnIwErDwsgLt_8Ki3YF0bIv&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==).
  + To ensure timely communication with the CT BOS team, please also verify that Zengine contacts are up to date: [Zengine Instructions](https://oda8v68ab.cc.rs6.net/tn.jsp?f=001firP6SBz3R94f5hoHiIncM9U2Ricn7JMrWRVaOxOk9T5zUO0z7a-dzgluQvGfyA0MoJAMaLN7UNaCIpprQT0WFSFgd03zBGvcJUjO7utaNcWJLd07y1F8azed8vQUMWnCDRreSv-KZUiNhyr7eP2Uir2ViRs5rLgLI5FxjVWPDR4ArIUkFa_01Y9vy7WKbK7tZ6M58nVoa-4jEy6FH7W9SkFtdItLqf_8ntaclTMhENHJStH7v0XKjFTFVZU7fCi&c=L_pMpX2JgKmtbIFgzJC1QhO5xMhumGefg9460oAoGjfQdu_5f2FMNw==&ch=UwNs26DYrjErSUR6UM2ulVGr0I5dEr6r_3o63TYR1MTczPiJWTLMDQ==)

• CT Department of Social Services (DSS) & CCEH Training on Understanding DSS Benefits

* + CCEH and DSS held a training on 3/28/24 on Understanding DSS benefits.
  + [Training Recording](https://ctceh-my.sharepoint.com/personal/rrosario_cceh_org/_layouts/15/stream.aspx?id=%2Fpersonal%2Frrosario%5Fcceh%5Forg%2FDocuments%2FCCEH%20training%20video%20%28Edit%29%2Emp4&nav=eyJyZWZlcnJhbEluZm8iOnsicmVmZXJyYWxBcHAiOiJTdHJlYW1XZWJBcHAiLCJyZWZlcnJhbFZpZXciOiJTaGFyZURpYWxvZy1MaW5rIiwicmVmZXJyYWxBcHBQbGF0Zm9ybSI6IldlYiIsInJlZmVycmFsTW9kZSI6InZpZXcifX0&ga=1&referrer=StreamWebApp%2EWeb&referrerScenario=AddressBarCopied%2Eview%2E355b06c8%2D6ef2%2D4ff6%2Db21b%2D5ab926a5aa0f)
  + [Training Slides](https://www.ctbos.org/wp-content/uploads/DSS-CCEH-Benefits-Training-April-2024.pptx)

1. **2024 Point-in-time (PIT) Count Data Presentation**

[**2024 PIT Count Presentation**](https://www.dropbox.com/scl/fi/1itsltv1sowl11v84zhib/Nutmeg-BOS-Meeting-Presentation-Slides-7.9.2024.pptx?rlkey=qt5u5eol7tjmx82ad6cunabxr&dl=0)

* Jim Bombaci, Nutmeg, presented the findings from the 2024 PIT count.
  + PIT has gone up from 2,930 in 2022 to 3,015 in 2023 and now in 2024 at 3,410.
  + From 2016-2024, Rapid Re-Housing bed counts have increased from 639 to 1,304 and Permanent Supportive Housing beds have gone from 6,474 up to 8,565.
  + Bed utilization has been increasing in ES and PSH over the last few years.
  + For more information, see slides linked above.

1. **Vote - Street Outreach Renewal Evaluation Criteria**

[Proposed Outreach Criteria](https://www.dropbox.com/scl/fi/kds8orvcpb81bm3es0x7i/Crosswalk-CT-or-perf-measures-CT-BOS-proposedv2.pdf?rlkey=1p8fwf0lcr90stmpwhe45aue2&dl=0)

* + CT BOS reviewed the proposed criteria to be used to evaluate CT BOS funded Street Outreach projects at the June Steering Committee meeting. The proposed criteria are in the document linked above.

**Motion: To accept the proposed criteria linked above to be used to evaluate CT BOS Funded Street Outreach. Motion passes by consensus.** Only non-conflicted Steering Committee members participated in the vote.

1. **Vote - 2025 Renewal Evaluation Performance Criteria**

[Draft 2025 Renewal Evaluation Performance Criteria](https://acrobat.adobe.com/id/urn:aaid:sc:US:29b8a723-0a93-4a6c-b2b2-e575dd067d82)

* + Each year the CT BOS Steering Committee reviews and votes on Renewal Evaluation criteria used to evaluate and rank in the CoC Competition Transitional Housing (TH), Rapid Rehousing (RRH), Permanent Supportive Housing (PSH), and Supportive Services Only (SSO) projects funded by the CoC.
  + CT BOS convened a work group with representatives from each CAN to give input into the proposed 2025 criteria. The group proposed adding new criteria and adjusting some performance benchmarks and their input was incorporated into the proposal to the Steering Committee linked above.
  + The Steering Committee reviewed the draft 2025 Renewal Evaluation Performance Criteria at the June Steering Committee meeting.

**Motion: To accept the proposed criteria linked above to be used to evaluate CT BOS CoC funded projects. Motion passes by consensus.** Only non-conflicted Steering Committee members participated in the vote.

1. **Learning Management System (LMS) Updates**

[LMS Updates](https://acrobat.adobe.com/id/urn:aaid:sc:US:0a2099cb-eaf4-4cdd-b461-01dd56f20cc1)

* LMS is used for providers to access HMIS trainings. It was launched one year ago and offers self-paced and instructor led trainings. This enables provider agencies to secure access to HMIS for new staff more rapidly. Frequency of instructor led classes was also increased; however, most users are opting for self-paced options. As such, instructor led options are being reduced. In 2025, office hours will be offered for providers to get one-on-one assistance.
* Nutmeg is looking at linking to non-HMIS training through the LMS
* For more information, see slides linked above.

1. **2024 Renewal Evaluation Consumer Survey Results**

[2024 Participant Survey Results](https://acrobat.adobe.com/id/urn:aaid:sc:US:4e05b1c8-1b32-4d28-8903-9bd51d1e977b)

* For the 2024 Renewal Evaluation, there were 1602 surveys submitted: 1267 CT BOS Surveys & 335 DMHAS Surveys. 91% of projects met or exceeded the response rate standard of 35%. The average response rate was 79%.
* Overall results were very positive. For example, BOS surveys indicated that 92% indicated that their needs are being met always or most of the time, and 84% reported that they are always treated with respect by staff in the program. For DMHAS surveys, 96% agree or strongly agree that they like the services they receive and 95% agree or strongly agree that they would recommend the provider agency to a friend or family member.
* BOS participant survey respondents reported services that they would like to receive but are not getting such as: employment (25%) and transportation (26%).
* For more information about the results see the file linked above.
* Breakout Room Questions:
  + What jumped out at you in the feedback from participants?
  + What should we try to address going forward?

[Breakout Room Responses](https://www.dropbox.com/scl/fi/uuccbjnz8ljo5v6tuyyst/Breakout-rooms.docx?rlkey=hzr0cs07a9cyvwtlmuiswng7l&dl=0)

1. **Partner Announcements** 
   * Eddie Cajigas of DOL provided the following employment resources: [American Job Centers](https://portal.ct.gov/dol/divisions/american-job-centers?language=en_US); [Business Engagement](https://portal.ct.gov/dol/divisions/business-services?language=en_US); [Employer Events & Career Fairs](https://portal.ct.gov/ajc/recruitmentevents)
   * There is a Youth Hub at the Artists Collective working to connect youth to an array of services including employment services. [Link with more information](https://acrobat.adobe.com/id/urn:aaid:sc:US:0e5a63b9-24f2-425a-9754-0f10d6e9c7c1)
   * CCEH noted that preparation for the upcoming legislative session will begin shortly, and CCEH will be sending out information on next steps.
   * CT Interagency Council on Homelessness has been working and forming groups that are open to all. f/u: HI to get more information to share with the Steering Committee on how to join.
   * DOH and CSSD have a RRH project for persons with persons on probation and pre-trial. f/u: HI to send contact information for each region to providers.
2. **Other Business - none**
3. **Steering Committee Meeting Schedule**

* 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