**CT BOS Steering Committee Meeting Minutes**

**9/20/24 - 11:00 am – 12:30pm**

1. **Welcome and Chairs Introductions**

[**SC Participants 9.20.24**](https://www.dropbox.com/scl/fi/wlgkp71x4970msyhb8x2r/SC-participants-9.20.24.xlsx?rlkey=sr95ighsdfgzylagiaemb7fxw&dl=0)

1. **Guidelines for BOS Meetings**
2. **Adopt August Minutes:** [**Draft August SC Minutes**](https://www.ctbos.org/wp-content/uploads/CT-BOS-August-SC-Meeting-Minutes-1.docx) **–** Minutes were adopted 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.
* Voter Engagement Efforts
* People experiencing homelessness have the right to vote & providers are allowed to support their efforts to register!
* Meeting participants were encouraged to check out these helpful resources:
  + - [Voter Registration - Our Homes, Our Votes](https://ourhomes.turbovote.org/?utm_source=Master+Email+List&utm_campaign=42d9176c35-EMAIL_CAMPAIGN_2024_09_17_01_31&utm_medium=email&utm_term=0_-42d9176c35-%5BLIST_EMAIL_ID%5D)
    - [You Don't Need a Home to Vote](https://nationalhomeless.org/voting/?utm_source=Master+Email+List&utm_campaign=42d9176c35-EMAIL_CAMPAIGN_2024_09_17_01_31&utm_medium=email&utm_term=0_-42d9176c35-%5BLIST_EMAIL_ID%5D)
    - [Everyone Votes Toolkit](https://endhomelessness.org/wp-content/uploads/2024/02/NAEH_EveryOneVotes_2024.pdf?utm_source=Master+Email+List&utm_campaign=42d9176c35-EMAIL_CAMPAIGN_2024_09_17_01_31&utm_medium=email&utm_term=0_-42d9176c35-%5BLIST_EMAIL_ID%5D)
    - [Three Steps to Supporting Clients' Right to vote](https://endhomelessness.org/wp-content/uploads/2020/09/NAEH_The_Three_steps_to_Supporting_Your_Clients.pdf?utm_source=Master+Email+List&utm_campaign=42d9176c35-EMAIL_CAMPAIGN_2024_09_17_01_31&utm_medium=email&utm_term=0_-42d9176c35-%5BLIST_EMAIL_ID%5D)
* Columbus House Project to be submitted to HUD for CoC Builds NOFO
  + CT BOS CoC to submit an application on behalf of Columbus House for Wallingford Permanent Supportive Housing Capital Project.
  + Up to $10 million can be requested. The awards are highly competitive and will be announced in 2025.
* CT Affordable Housing Conference (CAHC)
  + The Partnership for Strong Communities (PSC) CAHC Conference will be held virtually on 11/18-11/19.
  + The CAHC will conclude with an in-person reception taking place from 5:00 - 7:00 PM at the Lyceum in Hartford, Connecticut.
  + [Link for conference info and registration](https://events.zoom.us/ev/Alf3E5zsssUNAQs_UVkga02ITjYfIzeRDWd66sYInNVFitbWBo5S~Ag8jw9A6zjxqbT8QhRKYiDYWyHABJrRN9WNE_E8ev8XHtAltAtoYIqA4WA)
* Unsheltered and Rural Special NOFO (SNOFO) APR Training **– September 25, 2024 – 3:00pm**
  + HUD SNOFO APR Training will be held on 9/25/24 at 3pm: [Registration Information](https://www.hudexchange.info/trainings/courses/unsheltered-and-rural-special-nofo-apr-training/)
  + Objectives of the training include:
  + Understand the Special NOFO reporting requirements in Sage for each project type
    - Examine how to submit complete and timely APRs in Sage
    - Find additional help and resources for completing Special NOFO reporting in Sage
  + The intended audience is all Unsheltered and Rural Special NOFO grant staff involved in financial and/or project administration and reporting.
* **Housing and Services Resource Center**
  + The Center was created through a partnership between U.S. Department of Health and Human Services (HHS) and HUD.
  + The Center was created to serve organizations and systems that provide housing, homelessness, health, independent living, and other supportive services that help people live successfully and stably in the community. [Link to Website](https://acl.gov/HousingAndServices)
  + [Upcoming Event:](https://us06web.zoom.us/webinar/register/WN_-G_VirfjTd6Uqsx-M0KFUg)  [Registration Info for: Accelerating Housing and Services Partnerships to Advance Housing Stability: Area Agencies on Aging - 9/24 at 2:30](https://us06web.zoom.us/webinar/register/WN_-G_VirfjTd6Uqsx-M0KFUg)

1. **Infectious Disease Updates** (Mpox, Flu & COVID updates)
   * Dr. Marwan Haddad, CHC presented on Mpox, Flu and COVID updates. See slides for more info: [Infectious Disease Updates](https://www.dropbox.com/scl/fi/6431yrqaxtstnzmg0j639/BOS-presentation-on-mpox-covid-flu-80-Read-Only.pptx?rlkey=w0p36dkcoewfmuqyr2loohnn8&dl=0)
2. **McKinney-Vento Presentation – CT Department of Education**
   * Louis Tallarita, CT Dept of Education presented on Mc-Kinney-Vento. See Slides for more information: [McKinney-Vento Presentation](https://www.dropbox.com/scl/fi/7l97gf1pqky34gz86tzrt/SEP2024.pptx?rlkey=kie781evgpq3t2mfe0btrmwwa&dl=0)
3. **Upcoming Legislative Agenda & Next Steps- CCEH** 
   * Get Out the Vote webinar is scheduled for 10/1, from 11-12:30. [Zoom Link for meeting](https://zoom.us/meeting/register/tJcod-uvqT8jGdW1_YD437j0D6zgL_1s40Dj#/registration)
   * CT CAN End Homelessness Policy & Advocacy Committee met on Sept. 17th to discuss legislative priorities for the upcoming session.
     + Anyone can contribute a priority [via this form](https://forms.gle/pZtxGYhMnw1u4t9Q9), and the deadline for all legislative priorities is Sept. 30th. The Committee will vote to adopt legislative priorities on Oct. 15th ([register here to participate in upcoming](https://zoom.us/meeting/register/tJYocOyvqj8vH9ejkVZH2MVc9qiwNAIQfFiC) Policy & Advocacy Committee Meetings)
4. **CoC Notice of Funding Opportunity (NOFO)**

* The list that follows are the new projects that will be submitted to HUD in 2024 for funding through CoC and DV bonus funds. HUD will determine whether they are funded or not through a competitive process. All new projects that were submitted during the BOS RFP process and passed threshold review will be included in the request to HUD.
* **Total PSH Request to HUD -- $4,317,622; 12 PSH Projects**
  + DMHAS is grantee (except for CRT, TVCCA, Access & Liberty which are an expansion of an existing non-DMHAS grant).
  + There are 3 projects requesting new units and services:
    - * New Reach New Haven PSH Bonus: $841,764; 30 units
      * Reliance Health - SMHA PSH Bonus 2023: $259,864; 10 units
      * Chrysalis Center HEARRT House: $185,307; 8 units
  + There is one project requesting enhanced services and new units: Mercy Shelter and Shelter Corp: $713,689; 50 households
  + There are 8 Projects requesting Enhanced Services in PSH projects:
    - CRT Consolidated Expansion: $387,185; 57 households
    - Apex PSH Bonus: $741,950; 70 households
    - TVCCA Homeless Collaborative Network: $390,598; 50 households
    - Liberty Community Services Consolidated Scatter Site: $281,524; 37 households
    - Windham Regional Community Council BOS 193: $145,139; 18 households
    - Access Agency Killingly Wrap-Around Housing: $73,150; 7 households
    - Chrysalis, Cedar Pointe: $62,700, 6 households
    - River Valley Services Middletown Rental Assistance: $209,000, 20 households
* **RRH Request to HUD -- $1,987,863; 4 projects**
  + CT Department of Housing is grantee
  + **There are 3 projects requesting new units and services**
    - Columbus House New Haven RRH Bonus: $468,156; 17 units
    - Columbus House MMW RRH Bonus: $434,971; 17 units
    - Friendship Service Center: $522,984; 15 units
  + **There is one project requesting new units and enhanced services:** New London Homeless Hospitality Center: $561,753; 50 units
* **Coordinated Entry – There is one project:** CT DOH: $728,506

1. **Vote – HMIS Data Strategy Board Charter**
   * [**Link to Charter**](https://www.ctbos.org/wp-content/uploads/Housing-and-Homelessness-Data-Strategy-Board-Charter-Final-Draft.pdf)
   * The Charter creates a board which would replace the HMIS Steering Committee and whose responsibilities include:
     + Develop RFPs for HMIS Lead, System Administrator
     + Provide oversight and monitoring for HMIS Lead, Administrator and Software vendor on behalf of the COCs
     + Develop and monitor a strategic plan around data needs, collection, use and analysis related to ending homelessness in Connecticut
     + Identify and measure performance against Key indicators and communicate performance to stakeholders
   * The Board would include:
     + Up to 12 voting members and 2 non-voting members from the following groups
     + 4 - Housing/ homeless providers
     + 2- CAN backbone agencies
     + 2- Representatives from CT BOS and ODFC (1 each)
     + 1 -Statewide CAN Manager - Data Analysis
     + 1- One expert from a statewide provider coalition
     + 2 - HMIS funders (DOH and DMHAS)
     + 1- HMIS Lead entity (non-voting)
     + 1- HMIS System Administration entity (non-voting) (if different from HMIS Lead)

* Next Steps
  + The RFP for CTHMIS (lead and administrator roles) needs to be developed. CCEH’s contract as the lead is up on 6/30/25
    - Create application process for inclusion on the DSB. The goal is to have a full board by end of March.
    - Work on developing a 3-5 year Data Strategic Plan. This will require input from end user groups, PWLE, external stakeholders and funders.

**Motion: To approve the proposed HMIS Data Strategy Board Charter. Motion passed by consensus.**

1. **CT BOS Strategic Planning** 
   * [**BOS Strategic Plan - Break-out Summary & Action Steps**](https://www.dropbox.com/scl/fi/e9oz965o6y7vu3kkon0xr/BrkOut-SUMMARY-DRFT-ACTIONS-Strat-Plan2024.05.28-v3.docx?rlkey=x9wo0mam74j14acn2iwbk1wbm&e=1&dl=0)
   * At the May Steering Committee meeting, participants provided feedback on CT BOS strengths, how CT BOS can better meet the needs of people experiencing homelessness and of grantees, providers and partners. Some of the feedback included the desire for: more engagement of and feedback from PEH; more flexibility with funding; increased affordable housing opportunities; addressing gaps (e.g., prevention and shelter); Strengthening safety & care coordination; more staff support; more TA, Training & Peer Learning; minimizing documentation; having more data tools, getting minutes promptly and having more transparency on use of Planning funds.
   * The CT BOS Chairs group reviewed stakeholder feedback and developed Draft Action Items for 7/1/24 – 6/30/27.
   * Those Action Items, which were categorized into seven areas (Leadership Opportunities for PWLEH, Program Model Improvements; Governance and CoC Coordination; Trainings; HMIS; Coordinated Entry and Monitoring and Adherence to CoC Requirements) were discussed during the meeting.
   * Meeting participants took a Zoom Poll to indicate which of the seven areas should be prioritized. The top responses included: 1) Program Model Improvements, 2) Trainings 3) a three-way tie for HMIS, Monitoring and Adherence to CoC Requirements and Leadership Opportunities for PWLEH.
2. **Partner Announcements & Other Business**

* There was a question as to whether the McKinney Vento requirements apply to Adult Education had the same rules and regulations as McKinney Vento. Lou Tallarita responded that the McKinney Vento requirements do not apply to Adult Education

1. **Steering Committee Meeting Schedule**

* October 18, 2024; 11-12:30
* November 15, 2024; 11-1pm *Semi-Annual meeting*
* December 20, 2024; 11-12:30
* January 17, 2025; 11-12:30
* February 21, 2025; 11-12:30
* March 21, 2025; 11-12:30
* April 11, 2025; 11-12:30
* May 16, 2025; 11-12:30
* June 20, 2025; 11-12:30