

Chittenden County Homeless Alliance Coordinated Entry Committee Meeting

Wednesday, February 12th, 2025
8:30AM – 10:00AM

Link: [Join Meeting](#)

Coordinated Entry Committee

This committee is charged with identifying systemic approaches for the CCHA to meet HUD's requirements related to coordinated entry. The committee will make recommendations to the Steering Committee on improvements to coordinated entry through changes to the Coordinated Entry Policies and Procedures and other governing documents. It will offer the Steering Committee recommendations for the implementation of these changes.

The committee will also monitor coordinated entry and assist with the yearly Coordinated Entry evaluation, incorporating feedback from frontline staff and supervisors to better improve the CE process. The committee will review data on a yearly basis to ensure equity and fairness in the Coordinated Entry process, with an emphasis on examining racial inequities.

MINUTES

1. *Approve January Meeting Minutes – Sarah motioned to approve the January minutes. Elaine Sota seconded the motion. All in favor. Motion passed.*

2. *Champlain Housing Trust – CCHA MOU's – Mike Ohler* (15 min)

Mike Ohler mentioned Champlain Housing Trust is building some new rental and ownership units. The units are expected to be completed by the summer of 2026. The project is funded through the Burlington Housing Authority Project-Based Vouchers. Two apartments will be set aside by the City of Burlington for people exiting homelessness through Coordinated Entry. Six apartments will be set aside by the Vermont Housing Conservation Board.

Will Vilardo mentioned both MOUs could be voted upon at the same time.

Sarah motioned to approve the Memorandums of Understanding between the City of Burlington and the CCHA, as well as the Vermont Housing Conservation Board and the CCHA. Ciara seconded the motion. Seven votes for approval. Taylor Thibault abstained. The motion passed.

a. City of Burlington – VOTE

b. Vermont Housing Conservation Board – VOTE

3. HMIS Training Announcement (5 min)

Will shared a link with the Committee. Taylor requested the Committee be kept in the loop with all things related to Coordinated Entry changes and education.

4. Creating a CE Governance Document – Work Group Discussion (15 min)

Will mentioned the Committee will break up into smaller working groups to develop a governance document specifically for the Coordinated Entry Committee.

5. Other Business (10 min)

Ari mentioned there has not been a project selected for the Permanent Supportive Housing link to the Medicaid for Housing pilot program.

There was discussion regarding the entire Committee being involved in policy deliberation.

Sarah made a request that Coordinated Entry conversations should start at the Committee, not with just the co-chairs and staff. Crystal requested policy changes be discussed as a whole Committee.

Taylor asked if any progress has been made to evaluate the Policies & Procedures. Ciara mentioned the training today required the co-chairs to push that discussion to the March meeting.

Crystal suggested the Committee agree on timelines to complete goals for this year.