

Chittenden County Homeless Alliance (CCHA)  
Steering Committee Meeting Agenda  
Thursday, August 7th, 2025; 9:00am – 11:00am  
Contois Auditorium, 149 Church Street, Burlington

**MINUTES**

**1. Open Forum** **10 Minutes**

Megan Bridges from United Way announced that the Common Good Vermont Nonprofit Summit will be held on November 4<sup>th</sup> at the Marriott Convention Center in South Burlington. Early bird pricing is available through 8/31...learn more and register today:

<https://link.edgepilot.com/s/5c65be02/YCrfcdQ5Ei4n0lZE01uiA?u=https://commongoodvt.org/vermont-nonprofit-summit/>

Kerri announced there is a [List of Motels](#) that provide housing in Chittenden County.

Frank announced the HHAV monthly meeting next Tuesday at 9:00am.

\$9,000 of the CACH grant has been spent to keep families housed.

Sean Thomas, the Director of the Vermont HUD office will be departing on August 29<sup>th</sup> to take over the New Hampshire office. HUD regional administrator has been hired and will be brought to a Steering Committee meeting soon.

**2. Approves Minutes and Agenda** **5 Minutes**

**a. Approval of the [July Meeting Minutes](#)**

Travis motioned. Jen Hunter seconded. The motion carried by 17-0, no abstentions.

**b. Approval of the August Meeting Agenda**

Lacey motioned. Jason Brill seconded. The motion carried by 20-0, no abstentions.

**3. Data Review** **15 Minutes**

**a. [Coordinated Entry](#) – Stephanie Smith**

Ciara Kilburn presented the data report in the absence of Stephanie Smith.

The 62+ group of unhoused folks is growing in Chittenden County.

The number of families unhoused is expected to decrease with some family housing units being brought online in the coming months.

Every family in Coordinated Entry, except for one, has a housing solution set up at this point.

Nursing homes have been turning down several households lately due to behavioral issues they feel they are not equipped to care for.

**b. [Community Resource Center](#) – Brenna Bedard**

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There was a significant increase of 65 people visiting the CRC this past month. There have been many new additions to the population they serve.

They are distributing tents and sleeping bags to families who do not have housing resources yet.

They are moving back to the original CRC location in September. The location will still be under construction for some time after the move-in.

**c. Jonathan Farrell**

Jonathan provided data for April, May and June. Over 6,000 visits total. 741 unique individuals.

See [Data Report](#).

COTS is fielding a lot of calls from people looking to move to the Burlington area for better resources.

4. **[Executive Order 14321](#)**

**15 Minutes**

Kerri mentioned the Agency of Human services has reviewed the Executive Order and the potential impacts, but they are awaiting further guidance from federal partners. No guidance has been received from federal agencies. Sean Thomas mentioned he does not have any updates at this point.

Frank mentioned the order doesn't defund current programs, but it could affect future funding. It is advocating for a change in culture and how governments care for the homeless population.

HHAV has resources for people who are looking to push back against potential changes made at the local level that may align with the Executive Order.

Overdose prevention centers are specifically under scrutiny from the presidential administration. Sarah and Taylor are staying up to date on the developments and how the Notice of Funding Opportunity (NOFO) may be affected by the Executive Order.

Taylor said she hopes that the 2-year NOFO from last year will carry through this year without the need to apply again in 2025. Normally, the NOFO normally comes out between late July and early September.

Meghan Morrow-Raftery mentioned there is likely to be a reprioritization of programs if the NOFO is released in 2025.

Sarah mentioned the City of Burlington is staying apprised to the Executive Order, especially as it relates to increased scrutiny of harm reduction programs. Burlington continues to enforce their ordinance regarding the prohibition of camping in city parks. They are removing nearly one camp per day in city parks. Policing strategies will not change in reaction to this Executive Order.

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5. **Legislative Updates** – HHAV

**15 Minutes**

**a. Frank Knaack**

There was a possibility to hold a special session this fall for the State Legislature, but it seems most likely they will not reconvene until January for the 2026 legislative session.

Both the U.S. House and Senate versions of the appropriations bill disregard the Executive Order. It is likely the budget will not pass, and a continuing resolution will be needed. The worry is that a continuing resolution would allow the current administration to withhold funds to state while the budget is debated.

6. **Emergency Cold Weather Shelter Planning**

**20 Minutes**

**a. Vermont Interfaith Action – Rick DeAngelis**

They received a grant of \$1.1 million to provide extreme cold-weather shelters in Vermont.

They are open to funding a standalone project, or they are open to funding a variety of sites. They are even open to helping other shelters expand their services.

The application process will begin around October 1<sup>st</sup>. There will be templates and other forms of technical assistance available for grant applicants. The budget should include startup costs (which can be paid out ahead of time) and then they want to see the budgeted cost to operate the shelter for one night. They hope to multiply that nightly cost by about 20 to fund individual projects. They are hoping to establish the extreme cold-weather limit at 0 degrees but may have to plan for -10 degrees.

Taylor Thibault mentioned there were 9 nights of -10-degree weather last winter. She is concerned the 0-degree threshold may present difficulties for staffing the shelter.

Sarah Russell asked if the Vermont Department of Housing would still be able to provide core staffing if the temperature threshold for these shelters is different than the state number. Rick said he will work with the state to clarify the situation. Kerri Duquette-Hoffman said she can work with Rick to help clarify the perspective of the state government.

The funds are from the state general fund, through the HOP grant process.

A man asked if it would be cheaper to house people in shelters vs. motel rooms; he believes it would be cheaper to use warming shelters.

Rick mentioned it may be helpful for our community to submit a collective application, but individual applications will also be considered.

The Vermont Alert texting program will be used to notify folks when the extreme cold-weather threshold has been met.

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Sarah would advocate for CCHA to collaborate with community partners on the application for Chittenden County warming shelters.

**7. Howard Center Updates** **5 Minutes**

**a. Elaine Soto**

Howard Center administered significant cuts recently.

Safe Haven had been in the community for more than 30 years but no longer has funding. It allowed people to stay all day in their warm space, rather than having to leave during the day. There are 7 beds at Safe Haven.

The clinic in St. Albans will be closing, but a mobile clinic will still be serving the area.

The My Pad program has been in place for 13 years and provided housing to folks who needed a more private housing setting than a congregate shelter. This program has also lost its funding.

Both programs will end as of September 30<sup>th</sup>.

**8. HMIS Policy and Procedures Updates – Vote** **10 Minutes**

**a. Institute for Community Alliances – Meghan Morrow-Raftery**

Meghan noted that there is language in the report stating that local law enforcement MAY cooperate with federal authorities, but they are not required to.

They are prohibiting the access to the HMIS system in countries that are on the State Department level 4 threat level, which includes China for example.

An immigration attorney was consulted regarding the updates to the Policies and Procedures.

Travis motioned to approve. Sarah seconded the motion. The motion carried by 17-0, 1 abstention.

ICA is discussing best practices regarding how shelter staff should be responding to any potential raids by Immigration and Customs Enforcement.

Sarah Russell asked how the process would work if a federal agency requests data from ICA. Meghan said they have retained legal counsel to advise on those potential situations.

Meghan mentioned these Policies and Procedures are discussed and decided upon HMIS users throughout the state.

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**9. HOP Funding Updates**

**15 Minutes**

**a. CVOEO – Travis Poulin & Linda Amante**

CVOEO received a HOP grant for just shy of \$500,000 that will largely be used for back rent, security deposit, or first month's rent. They have spent \$90,000 in the first month but will have to balance the spending over the rest of the fiscal year. In years past the funding level was about \$1.4 million.

**b. Ari Kisler**

Tabled

**10. Standing Sub-Committee Updates**

**10 Minutes**

**a. Strategic Planning**

Annual Retreat to be held September 8<sup>th</sup>.

**b. Coordinated Entry**

Ciara is still looking for another Co-Chair partner since Will Vilardo's last day as Co-Chair is next week.

**c. Housing Retention**

The Committee is working on a Co-Chair change as well.

**d. Outreach and Membership**

Kerri announced the Committee is hoping to host the Fall Community meeting at 5:30pm on October 9<sup>th</sup>, since the normal meeting day of October 2<sup>nd</sup> falls on Yom Kippur.

**e. NOFO and Ranking**

**f. Veterans**

**g. Data, PIT, & HMIS**

The Committee is meeting regularly again and is working through their Annual Workplan.

*We encourage questions and participation in discussion and place great emphasis on hearing from people with lived experience of homelessness and/or housing insecurity. If you are a person who has lived experience, you will be provided with a stipend for attending; please let us know after the meeting concludes. Please reach out to us prior or let us know when you arrive at the meeting should you need any accommodation(s). Thank you so much for joining us.*