

Chittenden County Homeless Alliance Data, PIT, & HMIS Committee Meeting

Monday, September 22nd, 2025
1:00PM – 2:00PM

Data Quality, PIT, and HMIS Committee.

Review data regularly including Longitudinal Systems Analysis (LSA); collect and analyze specific data metrics to identify whether and how racial disparities exist; report on data; serve as liaison with contracted Homeless Management Information System (HMIS) administrator and HMIS Lead Agency; make recommendations to Steering Committee and CCHA regarding software changes; monitor progress on LSA and overall adherence to data quality; develop and implement data quality policy, processes, and procedures; identify and prioritize data needs and gaps; Identify the types of resource or actor inventories or maps available or needed to better leverage existing resources, ensure they are updated and available; coordinate Point-In-Time Count (PIT Count) and ensure compliance with HUD requirements and recommendations; make recommendations to Steering Committee any significant changes to PIT Count; train CCHA members including volunteers and the broader public on PIT Count structure and implementation. This sub-committee can make changes to PIT Count implementation, ensure coordination of outreach staff, service provider staff, and volunteers to conduct PIT Count. to align with HUD requirements. Any changes that divert from HUD practices require approval of the Steering Committee.

Link:

<https://link.edgepilot.com/s/4845bfdb/UVWQDGc0GkqQeIKXp5tj8w?u=https://zoom.us/j/93867989404?pwd=WoaLbkdtWOw88OAIrpfpIP6EwXE6RP.1>

MINUTES

- 1. *Introductions and Announcements***
- 2. *Review of the [August Meeting Minutes](#)***
- 3. *Educating HMIS Stakeholders – Strategic Advantages***

a. *HMIS One-Pager Overview*

We have an updated version of the HMIS One-Pager to help educate stakeholders. We have a constant turnover of these stakeholders, so regular outreach is necessary. Contact information should be added to help orient case managers. The form could include best practices for using the HMIS. This would help supervisors coach their case managers to use HMIS in an effective way. Connecting the value of the data collected to the CCHA planning will be important for clients being assessed for the HMIS.

4. Housing Cost and Mortality Report

5. Collecting Data

a. State of Vermont – Motel Program Data in HMIS – Matching HUD Standards (Nicole Toussant – Economic Benefits Director)

We want to make sure aggregated data from the State of Vermont is regularly shared with our Data Committee.

The population of the motel program is changing all the time. The DCF homepage quick links dropdown shows the data regarding the motel program. This is updated on a weekly basis on Tuesdays. Some data is redacted

They also post monthly legislative reports on this page.

<https://dcf.vermont.gov/Addressing-and-Preventing-Unsheltered-Homelessness>

More reporting is available in Chittenden County since the smaller counties often need their data redacted due to their size.

It would be helpful to learn what percentage of people leaving the motels have permanent housing supports; unfortunately, this is not a data point that can be pulled.

It was mentioned that UVMMC has been contacting CCHA to see if we could provide data regarding the number of unhoused individuals that need a higher level of care. The central office of the Agency of Human Services can provide some of that information. ESD sends their list of individuals who are in housing to AHS, VCCI, CRT, and other parties.

The department of Mental of health holds a list of people who require acute mental health services.

We need to figure out how many medical respite beds we need in Chittenden County. These types of data points will be helpful for CCHA planning moving forward.

AHS has cross-referenced some of these lists with Chittenden Coordinated Entry and can perform that task again.

People are eligible if they receive SSI or SSDI. If they are not eligible, they can work with a physician to complete another form certifying their disability.

It would be helpful for CCHA to break down Chittenden County's population for 62 and older, rather than the normal breakdown of the population over the age of 65. This would help with consistency in the data reporting we present monthly at our Steering Committee meetings. The hope is to receive this report on a quarterly basis.

The intent is to start with a simpler report, and questions from membership will guide the expansion of the data included in the report.

Currently there are 20 households in Chittenden County where the head of household is older than 65.

How many folks are calling for emergency housing but are being rejected because they are ineligible? This type of data report could be offered on a quarterly basis. They post a Capacity List for DCF Economic Services every day.

https://outside.vermont.gov/dept/DCF/Shared%20Documents/ESD/EA/Housing.pdf?_gl=1*1f7cxmv*_ga*MjQ0NjQyOTM1LjE3NTY4OTY5OTA.*_ga_V9WQH77KLW*cze3NTg1NjEwNTAkbnZlZjGcxJHQxNzU4NTYyNTU3JGo5JGwwJGgw

The number of rooms cannot be shared as they are fluctuating so frequently, which would make it tough for service providers to rely on.

Data is not available to share where folks from the motel program are going.

Demographic information is the easiest information to pull into a report on a regular basis.

How often are discussions held with Coordinated Entry to see how many of the folks on the State of Vermont list are in the Coordinated Entry system? AHS works with Chittenden CE 3-4 times per year to cross-reference the state list against Chittenden Coordinated Entry. The analysis of the list could be shared at the CCHA Steering Committee meetings when the CE data report is shared to help plan to reach folks using the motel program.

ICA would be willing to help with matching folks on the Motel Program list to the Chittenden CE list.

We need a comparison of the GA Motel PIT clients vs. who has enrolled Coordinated Entry at that time.

b. Working with the Statewide HMIS Advisory Committee

6. Providing Data to CCHA Committees

7. [Annual Workplan](#)

8. Other Business

VT ICA Homepage: [Vermont — Institute for Community Alliances](#)

ICA Data and Reports: [Data and Reports — Institute for Community Alliances](#)