

# **Chittenden County Homeless Alliance Strategic Planning Committee Meeting**

Monday, February 17<sup>th</sup>, 2025

11:00AM – 12:30PM

[Meeting Link](#)

## ***Strategic Planning Committee.***

To move the CCHA toward its mission to prevent and end homelessness, the Strategic Planning Committee will work to identify current gaps in the system and work to ensure decisions of sub-Committees and Steering Committee decisions are influenced and informed by relevant data sources. This includes assessment and analysis of racial disparities, and housing and service challenges in the CCHA, and developing annual strategies for implementation.

The Strategic Planning Committee will report at each of the Steering Committee Meetings on current strategies, progress toward goals, and other key information. The Strategic Planning Committee will review all HUD directives and policy briefs to provide guidance in CCHA planning. Building a resource development, the Strategic Planning Committee is charged with ensuring sustainable funding to support the goals of the CCHA, in partnership with the Steering Committee.

The Strategic Planning Committee convenes work groups and hosts working retreats of officers and committee chairs to draft committee charters and develop an integrated and mutually reinforcing workplan to implement the strategic plan and hosts an annual retreat to assess progress and set benchmarks for the strategic plan implementation.

## **MINUTES**

### ***1. Introductions and Announcements***

***(5 min)***

Many members of the Committee were absent from the meeting due to the holiday and blizzard event.

### ***2. Co-Chair Meeting Discussion***

***(10 min)***

Amy and Nicole convened the rest of the committee co-chairs to discuss roles and responsibilities, and to develop the annual workplan template for each of the committees to use to stay on track with our new Strategic Plan.

### **3. Community Health Investment Fund Application**

**(10 min)**

This is the grant that funds the CCHA Coordinator position. The 2025 application renewal due date is March 16<sup>th</sup>. Sarah Russell will meet with Bryce Bierman to submit the application again on behalf of the CCHA.

### **4. HUD Federal Guidelines Affecting CCHA**

**(25 min)**

Taylor Thibault suggested the Strategic Planning Committee Chairs subscribe to the [HUD Exchange](#) to learn about recent federal updates before each Committee meeting; she also provided recommended signing up for email updates from the National Alliance to End Homelessness at the bottom of their [Homepage](#).

Marcella Gange will be a key part of communication through HUD as the Collaborative Applicant.

### **5. Drafting Committee Workplan**

**(25 min)**

Amy Carmola presented a draft workplan for the committee.

Hosting the annual retreat is one of the top priorities for the committee. The group discussed potential dates primarily in June and August. The Committee needs to determine the audience; is it the Executive Committee and Committee Co-Chairs?

The committee co-chairs will meet quarterly to discuss Strategic Plan progress. Taylor asked that we encourage co-chairs to participate more in the Strategic Planning Committee discussions. This would inform the master workplan.

Another priority is to identify relevant data sources. This could be done by tasking the PIT, Data, and HMIS Committee to meet monthly. The Strategic Planning Committee can also survey all the Committees as to the data sources they use most to inform their work.

Justin would like to see the Steering Committee meeting time be used more efficiently. He thinks reports from Committees can be sent out ahead of time, and more discussion about problem solving should be had during the meetings.

Another priority for the Strategic Planning Committee is to build a Resource Development Plan to support the five-year strategic plan.

## **6. Other Business**

**(15 min)**

Taylor asked, “What is the current relationship with the Built for Zero campaign?” There is no communication between Built for Zero and the CCHA at this point. How can this relationship be renewed?