**Maine Homeless Veterans Action Committee**

**Monthly Steering Meeting**

**When:**Tuesday, February 6, 1pm-3pm

**Location:** Preble Street Main Office, 38 Preble Street, Third Floor, Portland, Maine 04101

**AGENDA**

1. Introductions/Agenda Review
	1. **James, Phil(TAC), Rob, Wendy,(VA)Bill H, Allison (MSHA), Alley, Molly (BOL), Brian (VOA), Krista (PTL), Jeremy(ESME), Cindy, Mary Wade, Amanda Castner(Maine Housing), Susie, Arwen (VA)**
2. Review and acceptance of minutes – James Motion to accept, Briand 2nd
	1. No discussion – all in favor, motion carries
3. Review of January 2018 BNL Report and List data markers
	1. Total on list 125 (25 Chronic)
		1. Total increase on list but a large reduction of chronic (31 to 25)
		2. 40 folks without any intervention. Many of these are working with program staff to move towards enrollment
		3. Benchmarks -\
			1. Chronic = 15 (including exempted)
			2. days to housing continueing to drop. Fewer long term stayers on this list which means days should continue to drop
			3. Inflow way up to 113
			4. Committed to housing first = yes
4. Arwen update on VA General Post funds (Security Deposits)
	1. Need to be literally homeless and VA Health eligible
	2. Per fed regs, can be used for:
		1. Household goods
		2. Security deposits
		3. Utility Bills
		4. Transportation
	3. VA Maine developing their own policies
		1. May include max request of $1000/individual or $1500/veteran family
		2. Should we talk about prioritizing certain categories of veterans
	4. Only funds available are through donations and is only about 40k
	5. Because funds are limited it may make sense to prioritize non SSVF eligible funds
5. Debrief of January 31, CES Training
	1. What should be the training protocol moving forward
		1. Quarterly trainings for CE and SPDAT or
		2. Recorded Webinar or
		3. Providing each provider with training tools to implement CE Training
		4. MSHA has had some good results with training videos and incorporated them into our programs, and there may be opportunity for the ME HVAC group to use that format and to do some of their own around the VISPDAT for CE, and as the Collaborative Applicant MSHA may be able to look at the possibilities within the Planning Grant to assist with that and use our consultant under contract
	2. Will look into technology to record webinar using the 1/31 CES Slide deck and training materials
	3. The Veteran CES utilizes the VI-SPDAT to assess for vulnerability and prioritize PSH resources. The CoC CES, as it is currently being developed, does not dictate how each program utilizes the the SPDAT to assess/prioritize for vulnerability.
6. Debrief of January 31, Community Meeting
	1. Good mix of providers at the table, at least 25 people outside of the provider community
	2. Lots of the questions that will come up in our conversation about HVAC priorities
7. By Name List/HMIS Integration – Project Update
	1. Review of the project
		1. Specific enrollment was built out in HMIS for the By Name List in Fall 2017
		2. Discussed internal project work flows to accommodate all of the additional data not currently collected by projects
		3. Nov/Dec 2017 Rob back filled data into the By Name List Enrollment for existing
		4. SOW – as it was originally drafted between Mediware and MSHA
			* 1. Work closely with VA partner to produce a report that fits community needs
				2. Create a veteran assessment with veteran questions that will be used in the BNL report
				3. Map the San Diego ART report to the Maine veteran assessment report
				4. Make provider admin workflows for customized veteran assessment
		5. Report back from Rob through testing phase
			1. Additional 3-5 minutes per BNL entry that includes initial interim report
			2. Lots of questions about HMIS considerations as they relate to how other providers are entering data into the system
				1. Data quality

Entry/exits

VI SPDATS

Military Service – can we ask other providers to change veteran status once we’ve obtained documentation

What are the veteran service providers committed to doing in regards to data entry and changing workflows

Is there a report we can use to capture other non-emergency shelter reports?

BRAP clients listed as literally homeless even though they are currently in housing

* + - * 1. Timely data entry
			1. Phil’s summary: we have the structure in HMIS to create the BNL report but we’re missing the process that puts the data in. MSHA/Mediware have completed the SOW but there are additional process needs.
				1. Data completeness from shelters can be addressed through COC Data quality plan
				2. We need to crosswalk where the data comes from in HMIS that populates the BNL
			2. Would be helpful to have an additional BNL committee meeting to (Monday or Tuesday of next week)
				1. Discuss any remaining structural issues/mapping

Mediware and MSHA can be ivolved

Veteran Providers Process

Shelter/Other Community Provider Process

Develop a timeline

What type TA is needed/available? Vets@Home vs SSVF TA

1. Setting Priorities for 2018
	1. Priority discussion results and ranking with key players identified for next steps:
		1. Private Landlord Engagement: (Bobby, Allison, Wendy, Brian, Lauren B., Jeremy, Rob)
			1. Using Mainehousingsearch.org better or more effectively?
				1. Use Listserv of participating landlords to connect with landlords
				2. Prompting landlords to update more regularly.
				3. Social Serve: Mailing to landlord associations, working with Chamber about social serve, connect with landlords at outreach events. Social serve is able to call to make sure the information is up to date. Calling landlords who post to craigslist.
			2. Define the services associated with the veteran community and develop materials defining these items.
			3. Concentrated Landlord Outreach & Engagement: Identify groups to outreach and hold meetings for.
		2. Subsidized housing Engagement:
			1. Integrate Public Housing Authorities into HVAC effort more🡪
			2. Bring Maine Housing and Portland HA in closer for VASH voucher leasing/issuance. (Wendy, Rob and Bill B.)
			3. Connect with PHA on vacancies/subsidized housing support for veterans.
			4. Expand reporting of subsidized housing vacancies for Case consultation. (Rob)
		3. Voucher Engagement/Expansion:
			1. Work with ShelterPlus, BRAP (James)
			2. Section 8 to get veterans housing vouchers other than VASH: (Rob)
			3. Identify who the veterans are
			4. Formally offering vouchers for the clients on the list.
			5. @ Case consultation: Reviewing the permanent housing offers for Chronic clients.
			6. Connect with administering agencies to streamline/Establish application process
		4. Finish HMIS BNL Report policy, procedure and tech. 🡪 Meet next week, MaineHMIS, (Phil, James, Wendy, Rob)
		5. Increasing pace of verification of veteran status with national providers. (Rob)
		6. Policy & Procedure for integration of service provided to non-VHA non-SSVF eligible veterans. (Adria, Jeremy)
		7. Refinement of veteran coordinated entry and how it fits into COC CE to include items not currently included. (James, Rob, Wendy)
		8. Hospital & Criminal Justice engagement (Adria, Anne & Rob)
		9. Tracking veterans coming into homelessness and from where
		10. How to fully integrate GPD into the system that we built.