



Vermont Interagency Council on Homelessness (VICH)

Date: 6/4/2007

To: Vermont Interagency Council on Homelessness (VICH)

From: Cathleen Voyer, Chair

RE: Standing Committees goals, timelines and committee leads

As identified in the Governor's Executive Order, the Vermont Interagency Council on Homelessness mission is to:

- Serve as the single statewide homeless planning and policy development resource for the State of Vermont;
- To review and revise the existing 10 year plan to end homelessness and to submit a revised plan to the Governor by the end of 2007;
- To monitor and oversee implementation of the plan to ensure accountability and results;
- Recommend resource, policy and regulatory changes necessary to accomplish the goals of the plan; and
- To recommend changes to the Governor annually thereafter.

In order to fulfill the VICH mission, the action taken at the VICH meeting on April 24, 2007 was to continue to meet on a quarterly basis with Standing Committees meeting monthly or as frequently as needed. Each Standing Committee will include individuals appointed by the Governor to serve on the VICH or a designee from their agencies' leadership teams that will actively participate in developing strategic and creative approaches to address homelessness in Vermont.

The standing committees will be as follows:

- Housing and/or with Supportive Services
- Data Collection and Analysis
- Prevention
- 10 year Plan Revision and Public Relations Document

Attached is a list of each of the committee members and appointed committee leaders. To ensure that the VICH accomplishes its' goals, the committees must be coordinated, well structured and focused on achieving outcomes. To this end, the following outlines the Standing Committees structure.

Committee Structure and Direction

Each committee will meet monthly or as necessary to complete their work. The first meeting will include the VICH chair. The chair will be notified of scheduled meetings thereafter. While the goal of each of the committees may be slightly different, the overall structure will be the same. That structure will include a team lead, an assistant team lead and recording capacity. It will be important for each committee to take notes, including attendance, and provide them to the VICH chair within a two week period from the time of the meeting for posting to the website (www.helpingtohouse.org). At the quarterly meeting of the VICH, the standing committees will report progress toward accomplishing the goals as outlined below. The report of each committee, including any suggestions and recommendations, must be provided to the chair of the VICH one week prior to the quarterly meeting in August 2007.

Housing and/with Supportive Services Standing Committee

As one of our primary issues for homelessness, this is one of our most important goals-to obtain and sustain housing with coordinated services available to the occupying families and individuals. The committee's tasks are to:

- Analyze and catalogue existing best practices; e.g. GA PILOT projects, Pathways to Housing and previous work done with housing workgroups;
- Analyze and recommend creative approaches for utilizing existing service support funding streams to meet need and gaps;
- Analyze and recommend solutions to barriers of obtaining housing within existing units;
- Recommend creative solutions to maximizing and creating new units specifically for those hardest to house;
- Review existing housing stock and recommend specific demand in permanent, transitional, and SRO's for targeted housing funds; and
- Develop a MOU between Housing funders and AHS

This committee will be lead by Sarah Carpenter from VHFA. It will also have central, important tasks in accomplishing outcomes toward ending homelessness in Vermont. The Agency of Human Services is already moving forward with creative approaches utilizing existing resources. The expectation of this committee is to move further along with these efforts.

Data Collection and Analysis Standing Committee

The committee's tasks are to:

- Analyze the existing data; i.e. PIT survey, OEO ESG data, National Data, regional data, and any existing data that may be useful;
- Identify need for data by working closely with the Data Quality Management Council within the VT Coalition to End Homelessness structure;
- Identify additional, different or even less data needed in order to document the impact of the 10 year plan;
- ID how to develop or enhance the data collection system; and
- Develop, distribute and analyze a provider survey.

This committee will be lead by Cathleen Gent from the Agency of Human Services, Central Office Planning Division. The committee will focus on the data presently collected while working closely with existing infrastructure such as the Data Quality Management Council through the VCEH. It will identify what needs to be collected, what is being collected and what information is needed to document successful approaches to ending homelessness.

Prevention

The committee's tasks are to:

- Describe resources and services key to prevention, e.g. identify funding streams which could be used for prevention;
- Identify gaps in services and resources;
- Identify causes of homelessness; and
- Recommend a "prevention of homelessness services system" to VICH.

The committee will be lead by Scott Johnson, Deputy Commissioner of Field Services, AHS Central Office. It will work closely with the AHS in identifying existing resources that support prevention and how to focus those resources more effectively on homelessness prevention.

10 Year Plan Revision and Public Relations Plan

The committee's tasks are to:

- Define Structure of 10 year plan;
 - Short term
 - Long term
- Examine existing 10 year plan;
- Make recommendations for substantive change;
- Make recommendations for design change;
- Identify time-lines for each task; and
- Prepare a plan for Public Relations on the issue of ending homelessness.

This committee will be lead by Cathy Voyer, Chair and AHS Central Office. The overall goal is to create a document which will inform and guide the work of the Council that clearly defines our goals, our expected outcomes and the tactical actions we believe are necessary to implement in order to ensure success.

STANDING COMMITTEE MEMBERS

Housing and/or with Supportive Services

Sarah Carpenter, VHFA-Team Lead

Molly Dugan, DHCA
Joan Senecal, DAIL
Joe Patrissi, DCF/ESD
Ed Cafferty, DCF/ESD
Brian Smith, DMH
Tony Morgan, DCF/OEO
Gus Seelig, VHCB
Tom Douse, DOL
Scott Johnson, AHS CO/FS
Karen Lawson, DOC
Cathy Voyer, AHS CO
Paul Dragon, VDH
Consumer
Rita Markley, Chittenden CCoC
Richard Williams, VHFA
Carrie Hathaway, OVHA
Chris Hart, BHA

Data Collection and Analysis

Cathleen Gent, AHS Planning Division-Team Lead

Scott Johnson, AHS/FSD
John Pandiani, VDH/DMH
Maura Collins, VHFA
Ed Cafferty, DCF/ESD
Tony Morgan, DCF/OEO
Brian Smith, Data Quality Management Council
Consumer
DOC, John Perry on consultation
Melinda Bussino, Bal. of State CoC
Theo Kennedy,
Steve Coble, DHCA

Prevention

Scott Johnson, AHS/FSD-Team Lead

Susanna Weller, VDH/PH
Cathy Voyer, AHS CO
Jesse Vazzano, VA
Joe Patrissi, DCF/ESD
Michael Hartman, DMH

Charlie Biss, DMH
Trudy Lyon-Hart, SSA
John Rynne, SSA
Housing Manager
Susan Onderwyzer, DOC on consultation

10 Year Plan-Revision and Public Relations Document

Cathy Voyer, Chair VICH, Team Lead

Molly Dugan, DHCA
Wendy Ross, DOE
John Rynne, SSA
Heidi Tringe, AHS
Melinda Bussino, Bal. of State CoC
Rita Markley, CCCoC
Jesse Vazzano, VA
Richard Williams, VHFA
Steve Dale, DCF
Ames Robb, AHS FS