

Vermont Council on Housing and Homelessness

DRAFT MINUTES

Gathered for our collective pursuit of making Vermont housing more plannable and more affordable, and ensuring that every Vermonter has a permanent, safe place to call home.

This chronic underdevelopment has created a compressed market, rendering housing unaffordable for countless Vermonters.

- Resources: Executive Order 01-23 Resources: [Executive Order 01-23](#)
- PowerPoint for 9/25/2023

Meeting Details:

Waterbury State Office Complex - Sally Fox Conference Center

280 State Drive Waterbury Vermont, 05676

Monday, September 25, from 10:00 a.m. to 12:00 p.m.

Attendance:

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| Jenney Samuelson Secretary , AHS |
| Chris Winters Commissioner, DCF |
| Alex Farrell Commissioner, DHCD |
| Monica White Commissioner, DAHL |
| Monica Hutt Chief Prevention Office |
| Kathleen Berk ED, VT State housing Authority |
| Maura Collins ED, VHFA |
| Gus Seelig ED. VHCD |
| Zake Hale Housing Provider |
| Kim Anetsberger Ed, Homeless Shelter |
| Patrick Shattuck ED, Regional Housing Provider |
| Will Towne Representative, COC |
| Catherine Dimitruk Representative Regional Planning Commission. |
| Chadd Vigor ED, Substance Use Provider |
| Mary Moulton ED, Mental Health Agency |
| Theresa Wood |
| Rebecca Plumber |
| David Riegel |
| Shaun Gilpin |
| Lily Sojourner |
| Miranda Gray |
| Beverly Boget |

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| Nedah Warstler |
| Erhardt Mahnke |
| Michael Harrington |
| Rick DeAngelis |
| Jay Ramsey |
| Jessica Hyman |

The meeting was called to order 10:05 a.m.

Commissioner Winters and Deputy Commissioner Farrell introduced themselves as co-chairs.

Secretary Samuelson gave welcoming comments and opening remarks.

Co-Chairs Winters and Farrell set meeting expectations and then asked Council Members and guests present at the meeting to give a brief introduction.

The Council discussed the long and short-term charges in the Executive Order, including a tactical Action Plan due by 12/31/23 and the longer-term strategic planning for beyond that.

- The council then created two subcommittees to work on Homelessness Prevention and Housing Development. The Subcommittees will meet weekly for the next 6-8 weeks and provide recommendations for the tactical Action Plan back to the full council at a meeting (Date TBD) in mid-November.

Housing Development Sub Committee

Next meeting: Thursday, September 28th 3 pm – 4 pm (list physical location)

Maura Collins made the motion to create the Housing Development subcommittee, and Zake Hale seconded it. The decision was unanimous.

1. Zake Hale
2. Kathleen Berk
3. Patrick Shattuck
4. Maura Collins
5. Gus Seelig
6. Kim Anetsberger
7. Tom Steveson (Volunteered by Rep Wood)
8. Shaun Gilpin
9. Nedah Warstler
10. Harrington (or designee)
11. DAIL Staffer (Monica White)

Homelessness Prevention Subcommittee

Next Meeting: Thursday, October 5th 2:30 pm - 4 pm (Meeting held virtually with a public location optional at WSOC Ash Conference room)

Will Towne made the motion to create the Homelessness Prevention subcommittee, Zak Hale seconded it. The decision was unanimous.

1. Will Towne
2. Mary Moulton
3. Daniel Blankenship - VSHA
4. VHCB designee
5. Chad Vigor
6. Zak Hale
7. Rebecca Plumber
8. Beverly Bouquet – Vermont Legal Aid
9. Theresa Wood
10. Monica Hutt
11. DAIL Staffer
12. Harrington designee
13. DMH Designee
14. VDH designee
15. Katie Preston –
16. Miranda Gray
17. Chris Winters
18. David Riegel
19. Kristin Kellett

Other Discussion Notes

1. **Tactical Action Plan Inventory:**
 - The Tactical Action Plan aims to include an inventory of public and private sector rehabilitation and development efforts in Vermont.
 - This inventory is intended to be reasonable and comprehensive
2. **Annual Achievable Targets:**
 - The plan should set annual targets to meet the need for housing supply and affordability.
 - These targets should address all 14 counties in Vermont.
 - Priority should be given to counties that have experienced significant demographic declines.
3. **Homelessness Prevention:**

- The plan should propose specific and measurable interventions to reduce the number of Vermonters becoming homeless each year.
4. **Performance Metrics:**
 - There should be clear and memorable annual performance metrics for all key strategies.
 5. **Subcommittees:**
 - The plan suggests creating two subcommittees, one for housing supply and development and the other for homelessness prevention.
 - Each subcommittee is tasked with defining its scope and developing plans with measurable performance metrics.
 6. **Progress Reports:**
 - By no later than September 30th of each year, an annual progress report on key performance metrics must be developed.
 - Tactical plans can be modified as needed based on these reports.
 - Recommendations for state and federal policies to improve housing availability should also be included.
 7. **Council Members and Stakeholders:**
 - The executive order doesn't limit participation to just Council members; other stakeholders can be invited and appointed to the subcommittees.
 - Council participants should outnumber outside participants on subcommittees.
 8. **Meeting Logistics:**
 - Subcommittees will need to meet regularly, and logistics will be handled by appropriate staff.
 - Online participation will be facilitated to accommodate those who cannot attend in person.
 9. **Meeting Schedule:**
 - The proposal suggests a full Council meeting in mid-November to review subcommittee recommendations.
 - The full Council may meet again in December for further discussions.
 10. **Committee Collaboration:**
 - The intention is to keep housing and homelessness-focused committees closely aligned and avoid splitting efforts.
 - Individuals or teams may volunteer to participate in both committees.
 - Mention of the state's housing needs assessment, which is conducted every five years, providing housing projection numbers for counties.

The Council then provided an opportunity for public comment, but there was none.

The full council meeting then broke into two groups to discuss subcommittee scope and scheduling. The meeting was adjourned at 12:00 p.m.