



Veteran Homeless Committee Minutes

Date and Time

Wednesday, February 17th, 2016 from 2:00 pm to 3:00 pm

Location

Family Willows, 161 S. Beech St, Manchester, NH

Attendees

Ashley Kitchell, Nicole Clark, Emily Reisine, Melanie Chavez, Dan Ward

2:05 Meeting Begins

Release of Information (ROI):

- I. Committee talked about how in a recent governor's call, it was indicated that there would likely be one form being used by the entire state.
- II. After reviewing feedback about missing elements, committee decided that it would be easier and more efficient to modify the VA's release form, adding each CoC's address. This should make it more unified and less confusing for vets. Robert Mottola from the VA is working on this form for us.
- III. One edit that should be made is changing the purpose of the form, from health to a more housing based focus.

Confidentiality Agreement

- I. Committee reviewed suggested changes from Melany Mondello, our technical assistance person. Changes include:
 - a. Removing big block paragraph at the bottom- Veterans don't necessarily know what these rules and regulations are, and may only succeed in confusing the matter. For the purpose of the by-name list, they are largely irrelevant.
 - b. Veteran signature should be explained better, as it is not a needed element to the form. Committee agreed to add a sentence above to the effect of "Veteran is signing that they've been notified of their rights," in order to preserve the original intention of the document, which was to make sure Veterans know what they've agreed to.
- II. Dan asked if the VA uses a confidentiality agreement; they do not, which allows us some extra freedom in creating this form for the purposes solely of this committee.
- III. Proper training will have to be covered by each organization once this form is implemented.

Next Steps

- I. Currently, Nicole is reaching out to Melanie Mondello to see if she would be available to join our next meeting.
- II. We will be focusing on our by-name list at the next meeting.

3:00 Meeting Concludes

Minutes Prepared By

Nicole Clark

Manchester Continuum of Care Coordinator, VISTA