

March 14, 2019, CoC Packet

Prince William Area Continuum of Care

Agenda

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: March 14, 2019

Time: 1:30 p.m.

Location: Development Services Building, 202 A/B

Facilitator: Elijah Johnson, PWC Deputy County Executive

AGENDA

- Registration of Attendance
- Welcome and Introductions
- Approve February 14, 2019, CoC Meeting Minutes **ACTION ITEM**
- Old Business
- New Business **ACTION ITEM**
 - *Committee Reports:*
 - Community Outreach and Relationship Engagement (CORE)
 - Data and Needs Analysis (DANA)
 - Program Analysis and Ranking (PAR)
 - Service Continuum
 - Governance
 - *DSS Lead Agency Update*
 - *CoC Spotlight – Rich Garon*
- Adjourn

Announcements

**Next Meeting: April 11, 2019, 1:30 p.m.
Development Services Building, Room 202 A/B**

Meeting Minutes

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: February 14, 2019
Time: 1:30 p.m.
Location: Development Services Building, 202 A/B
Facilitator: Elijah Johnson

Meeting Minutes

Voting Member Attendees

1. Action in Community Through Services (ACTS) – Lula Kelly
2. Catholics for Housing, Inc. – John Kunu
3. City of Manassas Department of Social Services – Ronald King
4. City of Manassas Park DSS – Randi Knights
5. Cooperative Council of Ministries – Becki O’Loughlin
6. Elect Ladies Transitional Home – Patricia Profit
7. Good Shepherd Housing Foundation – Patricia Johanson
8. Independence Empowerment Center, Inc. – Roberta McEachern
9. Mulligan Services, Inc. – Allan C. Jones
10. Northern Virginia Family Service – Kathy Bridgeman
11. Occoquan District Supervisor’s Office – Jacob Mosser
12. Operation Renewed Hope Foundation – April Ballard
13. Pathway Homes, Inc. – Sherry Meyers
14. Prince William County Community Services Board – Lynn Fritts
15. Prince William County Department of Social Services – Tony Turnage
16. Prince William County Office of Housing and Community Development – Joan Duckett
17. Saved Hands, Inc. – Pamela Wright
18. StreetLight Community Outreach Ministries – Rose Powers
19. The Church – God’s Assembly – Maria Wells
20. Unsheltered Homeless Coalition – Dori Cook
21. Virginia Cooperative Extension, Prince William – Victoria Neeley
22. Virginia Employment Commission – Serena Bermudez

Organizations with Voting Members not present

1. Elnora Foundation, Inc.
2. Ministries, Inc. Helping Neighbors-in-Need Outreach

Other Attendees

1. ACTS – Jeff Foy
2. Gainesville United Methodist Church (GUMC) – Teresa Belcher
3. Gainesville United Methodist Church (GUMC) – Ann Rychlik
4. Northern Virginia Family Service – Mike Adams
5. O.A.R. – Cindy Montalvan
6. Prince William Medical Center – Melissa Suzuki
7. Prince William County Department of Social Services – Melonie Barrow
8. Prince William County Department of Social Services – Bibi Brown
9. Prince William County Department of Social Services – Jennifer Jablonski
10. Prince William County Department of Social – Minerva Labrador
11. Prince William County Police Department – Dawn Harman
12. Serving Together – Christy Kenady
13. St. Margaret of Cortona – Fadumo Ahmed
14. StreetLight Community Outreach Ministries – Gabriele Tibbs
15. Virginia Employment Commission – Joe Kelley

Meeting called to order at 1:30 p.m.

- *Meeting called to order by Elijah Johnson*
- *Introduction of meeting attendees*

Minutes Approval

- *Minutes were approved for January 10, 2019: 1) Roberta McEachern, 2) Lynn Fritts.*

Old Business

- *PIT Update*

Tony Turnage presented the PIT update, the count has taken place and DSS is working with a part time HMIS Admin to pull numbers and clean data. Brief discussion was held regarding changes to benefit the process for next year.

New Business

- *Committee Reports were approved – 1) Allan Jones, 2) Pamela Wright*
 - Community Outreach and Relationship Engagement (CORE)
 - Data and Needs Analysis (DANA)
 - Program Analysis and Ranking (PAR)
 - Service Continuum
 - Governance
- *Reallocation Policy*

Tony Turnage reviewed policy updates and recommendations. A motion was made to approve the policy revision. 1) Maria Wells, 2) Allan Jones. None opposed, NVFS Abstained.
- *Quorum at Committee Meetings*

Elijah Johnson made an announcement regarding quorum at committee meetings and the necessity of voting members to honor their commitment to ensure committees meetings have quorums necessary to conduct business.
- *CoC Report Card Quarter One Report*

Tony Turnage present the First Quarter CoC Report Card
- *DSS Lead Agency Update*

- Tony Turnage presented on the additional Permanent Supportive Housing (PSH) funds awarded to the PWA by HUD for the upcoming fiscal year.
- Melonie Barrow announced PWC DSS will be hosting a CoC Provider Retreat on March 1st for all directors, managers, and supervisory staff to discuss current processes, future goals, trainings, and additional matters.
- Coordinated Entry System statistics was reviewed.
- CES Flyers and Cards will be available at the next CoC meeting.
- The Drop-In Center is working to onboard additional day programs and has just partnered with Opportunity Alternatives and Resources (OAR) to offer services to participants newly released from jail.
- *Agency Spotlight*
 - Serving Together
Christy Kenady presented to the CoC regarding Serving Together program and services. Serving Together works with Active Duty military persons, Veterans, and their families currently or seeking to reside in the National Capital Region.

Adjourn

- Meeting adjourned at 2:47 p.m.

**Next Meeting: March 14, 2019, 1:30 p.m.
Development Services Building, 202 A/B**

Committee Summaries

Prince William Area Continuum of Care



Community Outreach and Relationship Engagement Committee

Date: February 14, 2019
Time: After CoC meeting
Location: Development Services Building, 202 A/B
Facilitator: Jacob Mosser
Governance Representative: Jacob Mosser

Meeting Summary

Voting Member Attendees

1. ACTS – Jeff Foy
2. City of Manassas Park DSS – Kofi Djanphie
3. Cooperative Council of Ministries – Becki O’Loughlin
4. Independence Empowerment Center – Roberta McEachern
5. Mulligan Services, Inc. – Allan C. Jones
6. Occoquan District Supervisor’s Office – Jacob Mosser
7. Saved Hands Foundation – Pamela Wright
8. Virginia Cooperative Extension, Prince William – Victoria Neeley

Other Attendees

1. Prince William County Attorney’s Office – Rob Skoff
2. Prince William County Department of Social Services – Thomas Garrity
3. Prince William County Department of Social Services – Dawn Harman
4. Prince William County Police Department – Jennifer Jablonski
5. Prince William County Police Department – Tony Turnage
- 6.

Old Business

- *Video Update*
Allan Jones announced that efforts were being made to set up a meeting with Richmond Hill to see if schools will partner for the project. Courtney Tierney was involved in setting up the appointment.
- *Update on CCoM and Data*
No update at this time. Group suggestion to start with individual churches currently on board with the idea and expand from there. Jacob Mosser will reach out and speak with Idris O’Conner regarding the matter.
- *Regroup on “outreach”*
Discussion was held regarding the issue of participation from organizations and when to accept they won’t take a seat at the table. Discussion around the cyclical issue of healthcare and criminal history impacting homelessness and vice versa.

New Business

- *Road Signage*
 - Rob Skoff from the County Attorney's office spoke to the panhandling issue and the inability to post signs as the county does not fund the roads. VDOT is responsible for funding the roads and has restrictions regarding the types of signs that are allowed.
 - Police Department representatives provided clarification regarding the panhandling laws and how they are enforced.
 - Committee agreed that regardless of signage not being permitted the effort to move ahead with the PR and social media aspect to spread the word should continue; perhaps looking into signage with Yellow Cab.
- *Draft CORE Agenda*

The committee did not develop a draft agenda for the next meeting.

Adjourn

- Meeting adjourned at 3:52 p.m.

**Next Meeting: March 14, 2019, Approx. 2:45 p.m.
Development Services Building, 202 A/B**



Data and Needs Analysis Committee

Date: February 19, 2019
Time: 11:00 a.m.
Location: McCoart Government Complex, Cedar Run
Facilitator: Tony Turnage
Governance Representative: Allan Jones

Meeting Summary

Voting Member Attendees

1. ACTS – Lula Kelly
2. Good Shepherd Housing Foundation- Elizabeth Funes
3. Mulligan Services- Allan Jones
4. Northern Virginia Family Service – Andrew Beverage
5. Prince William County Department of Social Services – Tony Turnage

Other Attendees

1. Cooperative Council of Ministries – Terry O’Connor
2. Prince William County Department of Social Service– Jennifer Jablonski

Old Business

- *Racial Disparity*

Tony Turnage announced that DSS is close to finalizing a new HMIS Admin and that the new HUD Application is expected in April. There is a sample Racial Disparity worksheet tool and once the HMIS Admin is brought on board they will start looking at that data. Lula Kelly suggested that the committee look at the worksheet to start planning for what it looks like and to form ideas of how to address the matter. Tony Turnage will review the document, update, and send out to the committee as a whole in review for the next meeting’s discussion.

New Business

- *Presentation of 1st Quarter CoC Report Card*

The First Quarter CoC Report Card was presented to the CoC on February 14, 2019. The finalized copy will be sent out to the committee for their records.

- *Developing a process for reviewing data to determine services needs/gaps*

The PAR Committee is in the process of developing a timeline for the next HUD Process. An assessment of service needs/gaps will need to occur to ensure that possible bonus funding is targeted to address the greatest community need for the upcoming HUD CoC grant competition. A motion was made to have the PAR and DANA committees meet

jointly to complete the gaps/needs assessment. 1) Lula Kelly, 2) Allan Jones, all in favor, none opposed, none abstained.

- *Scheduling workgroup to review and update the HMIS policies and procedures starting in the spring*

Discussion was held regarding the need for a more in depth HMIS policies & Procedures document. The workgroup of volunteered of consists of Andrew Beverage (NVFS), Allan Jones (Mulligan Services), Lula Kelly (ACTS), and a representatives from PWC DSS. The discussion concluded on a multiple step process for the reviewing and updating the document. 1-review current HMIS policies, 2-notify organizations of effort and solicit input, 3-analyze data and construct draft using survey monkey to solicit feedback. A tentative deadline of May 1st was suggested for finalizing the updates to the policy.

- *Develop the next meeting's agenda*
Committee drafted the next meeting's agenda.

Adjourn

Meeting adjourned at 12:06 p.m.

<p style="text-align: center;">Next Meeting: March 19, 2019, 11:00 a.m. McCoart Government Complex, Cedar Run</p>



Program Analysis and Ranking Committee

Date: February 12, 2019
Time: 3:00 p.m.
Location: McCoart Government Complex, Cedar Run
Facilitator: Tony Turnage
Governance Representative: LoToya Bass

Meeting Summary

Voting Member Attendees

1. Catholics for Housing – Karen DeVito
2. Cooperative Council of Ministries – Idris O’Connor
3. Prince William County Department of Social Services – LoToya Bass
4. Prince William County Department of Social Services – Tony Turnage
5. Prince William County Office of Housing and Community Development – David Watkins
6. Unsheltered Homeless Coalition – Dori Cook

Other Attendees

1. Prince William County Department of Social Services – Jennifer Jablonski

Old Business

- *Grant Timeline/Calendar*
LoToya Bass reviewed the timeline DSS has generated.
- *VHSP and HUD Renewal Applications*
DSS will be working with a grant consultant for the upcoming applications.
- *Financial Report & CoC Report Card*
The documents are almost finished and all VHSP recipients are on target with funding spending. DSS is looking to reallocate housing locator funds to allow for a full spend out of those funds. The report card for Quarter 1 is complete and numbers are still being worked on for Quarter 2. The next stage after numbers are pulled in is to take it to the DANA Committee.

New Business

- *Reallocation Policy Updates*
Tony Turnage brought the updated document forward for committee vote. 1) Karen DeVito, 2) David Watkins, none opposed, none abstained, and document will be put before the CoC for a vote at the next meeting on 2/14/2019.

- *VHSP Reallocation Criteria discussion and determination*
LoToya Bass reviewed the available funding for reallocation for the FY 20 VHSP renewal process. BARN had a total funding amount of \$93,541 for Rapid Re-housing services that will need to be reallocated.

The committee discussed reallocation of VHSP FY 20 funding based on the proposed Reallocation Policy. If the proposed Reallocation Policy is approved by the CoC on February 14, 2019, the funding will be allocated as follows manner:

- ✓ ACTS Initial award was \$102,546, with the additional \$46,770.50 reallocated from BARN FY 20 total funding amount of \$149,316
- ✓ NVFS Initial award was \$71,176, with the additional \$46,770.50 reallocated from BARN FY 20 total funding amount of \$117,946

A motion was put forth to vote to accept the proposed reallocation of VHSP funds from BARN. Reallocation notice will be announced to the CoC in March. 1) Karen DeVito, 2) David Watkins. None opposed, none abstained.

- *Establishing guidelines for New Projects (HUD & VHSP)*
The idea was presented to establish a new project review procedure for both grant types taking into consideration the funding threshold.
- *Development of next meeting agenda*
Drafted next meeting agenda.

Adjourn

- Meeting adjourned at 3:58 p.m.

**Next Meeting: March 12, 2019, 3:00 p.m.
McCoart Government Complex, Cedar Run Room**



Service Continuum Committee

Date: February 7, 2019
Time: 9:30 a.m.
Location: McCoart Government Complex/Cedar Run
Facilitator: Melonie Barrow
Governance Representative: Lula Kelly

Meeting Summary

Voting Member Attendees

1. Action in Community Through Housing – Lula Kelly
2. Northern Virginia Family Service – Kathy Bridgeman
3. Prince William County Department of Social Services – Melonie Barrow
4. The Church-God’s Assembly – Maria Wells
5. Virginia Employment Commission – Serena Bermudez

Other Attendees

1. Feeding Friends (GUMC) – Ann Rychlik
2. Feeding Friends (GUMC) – Teresa Belcher
3. Friendship Place – Rachel Goodling
4. Friendship Place – Marissa Oden
5. Friendship Place – Emily Carpenter
6. Northern Virginia Family Service – Michael-Sean Adams
7. Northern Virginia Family Service – Widely Chouloute
8. Prince William County Department of Social Services – Bibi Brown
9. Prince William County Department of Social Services – Niteasha Hamilton
10. Prince William County Department of Social Services – Jennifer Jablonski
11. Prince William County Department of Social Services – Minerva Labrador
12. Veteran Affairs CRRC – Ahmadu Jalloh
13. Veteran Affairs CRRC – Kyla Payne
14. Volunteers of America, Chesapeake, Inc. SSVF Veteran Services – Michele Porter

Old Business

- *Rapid Rehousing Update*
Open discussion was held regarding the new RRH process. Issues regarding communication and accepting referrals were discussed. It was agreed that RRH providers would have a weekly conference call to discuss cases and referrals.

New Business

- *Friendship Place Presentation Veteran Outreach Services- Marissa Oden*
Marissa Oden presented on the Friendship Place Outreach program for veterans.
- *Veteran's Report*
Providers held open floor discussion regarding current Veteran cases. A motion was made to remove Homeless Prevention veterans from the by-names list. 1) Melonie Barrow, 2) Lula Kelly, all in favor, none opposed, no abstentions.
- *Discussion-purpose of By-names list*
The committee held round table discussion regarding the purpose of the by-names list. The consensus was to not use it for prevention. The question was posed as what the list is being used for, how the committee wanted to use it and if they want to use it as a prioritization tool for the VASH Voucher process. A suggestion was made to add a column to notate potential for housing/VASH/Immediate need. The committee discussed the need to request additional vouchers. A motion was made to add VISPDAT to the veteran intake process. 1) Lula Kelly, 2) Kathy Bridgeman.
- *Update-Veteran services coordination in PWA*
To better coordinate Veteran services in the PWA all SSVF providers will enter data into the PWA-HMIS starting October 1, 2019.

Adjourn

- Meeting adjourned at 11:10 a.m.

**Next Meeting: February 21, 2019, 9:30 a.m.
McCoart Government Complex, Cedar Run**



Service Continuum Committee

Date: February 21, 2019
Time: 9:30 a.m.
Location: McCoart Government Complex/Cedar Run
Facilitator: Melonie Barrow
Governance Representative: Lula Kelly

Meeting Note

- There was not a quorum for scheduled February 21, 2019, Service Continuum committee meeting. Due to the lack of a quorum there is no official summary for the February 21, 2019, meeting.
- An electronic vote was held to approve the evaluation of the PWA Coordinated Entry system by an outside organization. The committee voted unanimously in favor of having an outside organization evaluate the efficient and effectiveness of the PWA Coordinated Entry System.

**Next Meeting: March 7, 2019, 9:30 a.m.
McCoart Government Complex, Cedar Run**



LoToya Bass
Elijah Johnson, Chair
Allan Jones
Lula Kelly
Ronald King
Jacob Mosser

Governance Committee

Date: February 28, 2019
Time: 1:00 p.m.
Location: McCoart Government Complex, Potomac Room
Facilitator: Elijah Johnson

Meeting Summary

Voting Member Attendees

1. Action and Community Through Service – Lula Kelly
2. City of Manassas Department of Social Services – Ronald King
3. Occoquan District Supervisor’s Office – Jacob Mosser
4. Prince William County Department of Social Services – Tony Turnage
5. Prince William County Deputy County Executive – Elijah Johnson

Other Attendees

1. Cooperative Council of Ministries – Jimmy Rogers
2. Prince William County Department of Social Services – Jennifer Jablonski

Meeting called to order at 1:02 p.m.

Old Business

No old business was discussed at this meeting.

New Business

- *Approval of February 14, 2018, CoC Minutes*
Minutes Approved – 1) Tony Turnage, 2) Lula Kelly
- *Approval of Committee Summaries* – All Committee Reports approved – 1) Ronald King, 2) Tony Turnage
 - *CORE Committee Summary*
Governance Committee reviewed and discussed the CORE Committee summary.
 - *DANA Committee Summary*
Governance Committee reviewed and discussed the DANA Committee summary.
 - *PAR Committee Summary*
Governance Committee reviewed and discussed the PAR Committee summary.
 - *Service Continuum Summaries*
Governance Committee reviewed and discussed the Service Continuum summaries.
- *DSS Lead Agency Update*
Tony Turnage presented the update for DSS via handout highlighting CoC, Drop-In Center, Coordinated Entry System, and Hilda Barg items of note.

- *Develop and Approve CoC Agenda*
The Governance Committee developed the Agenda for the March 14, 2019, CoC Meeting. – 1) Tony Turnage, 2) Ronald King
- *Member's Time*

Adjourn

Meeting adjourned at 2:20 p.m.

**Next Meeting: March 28, 2019, 1:00 p.m.
McCoart Government Complex, Potomac Room**