



Elijah Johnson, Chair
 LoToya Bass
 Brandi Day
 Lula Kelly
 Ronald King
 Debra Rapone

Prince William Area Continuum of Care (COC)

Date: July 13, 2017
Time: 1:30pm -3pm
Location: Powell’s Creek A/B, McCoart Building
Facilitator: Elijah Johnson

Meeting Minutes

Voting Member Attendees

1. Action In Community Through Service – Lula Kelly
2. BARN Community Housing – Oliver Reid
3. Catholics for Housing, Inc. – John Kunu
4. City of Manassas Department of Social Services - Ronald King
5. Helping Neighbors in Need – Madlin Edmonds
6. Independence Empowerment Center – Roberta McEachern
7. Mulligan Services – Allan Jones
8. Neighbor’s Keeper – Thelma Balli
9. Northern Virginia Family Service – Lorena McDowell
10. Occoquan Magisterial District – Jacob Mosser
11. Operation Renewed Hope Foundation – April Ballard
12. People Incorporated of Virginia – Brandi Day
13. Prince William Community Services – Lynn Fritts
14. Prince William County Department of Social Service – Courtney Tierney
15. Saved Hands Foundation – Pamela Wright
16. SkillSource Group – Rebecca Bennett
17. Streetlight Ministries Community Outreach Ministries – Rose Powers
18. Unsheltered Homeless Coalition- Dori Cook
19. Virginia Cooperative Extension – Victoria Neeley
20. Virginia Employment Commission – Serena Bermudez

Organizations with Voting Members not present

1. Cooperative Council of Ministries
2. Elect Ladies Transitional Home
3. Good Shepherd Housing Foundation
4. Independence Empowerment Center
5. Manassas Park Department of Social Services
6. Prince William Office of Housing and Community Development
7. Project Mend- A-House

8. Serving Together
9. St. Francis House, a Ministry of St. Francis of Assisi Parish
10. St. Margaret of Cortona Transitional Housing

Other Attendees

Melonie Barrow – Prince William County Department of Social Services
Levi Bass – Prince William County Department of Social Services
Daun Cayetano – Prince William County Department of Social Services
Anita Eggleton – Virginia Cooperative Extension Prince William County
Teresa Giesting – Prince William County HMIS Administrator
Richmond Hill – Prince William County Public Schools
Jennifer Jablonski – Prince William County Department of Social Services
Chelsea Miller – Office of Congressman Gerald E. Connolly
Debra Rapone – Northern Virginia Family Service
Greg Reynolds – Cooperative Council of Ministries
Brianna Sewell – Office of Congressman Gerald E. Connolly
Andy Sullivan – Northern Virginia Family Service
Maria Wells – Virginia Employment Commission
Leotha Wilkins – Helping Neighbors in Need
Lee Wilson – Citizen
Cait Woodward – Prince William County Department of Social Services

Meeting called to order at 1:30pm

- Meeting called to order by PWC Deputy County Executive Elijah Johnson
- Introduction of meeting attendees

Minutes Approval:

- Minutes were approved for May 11, 2017, –1st Allan Jones, 2nd Brandi Day.

Old Business:

Virginia Homeless Solutions Program (VHSP) Update

- PWC Department of Social Services (DSS) Homeless Services Program Supervisor, Melonie Barrow, announced that the state awarded reallocated funds to ACTS \$8,000 and Northern Virginia Family Service (NVFS) \$23,680.24 for RRH and \$20,000 for prevention funds for FY 2017.

New Business:

Committee Reports were approved - 1st Allan Jones, 2nd Lula Kelly.

- Program and Analysis Ranking (PAR)
- Service Continuum
- Community Outreach and Relationship Engagement (CORE)
- Data and Needs Analysis (DANA)
- Governance

The Keys of Effective Low-Barrier Emergency Shelter

- Melonie Barrow presented information on the Virginia Department of Housing and Community Development (DHCD) guidelines for Emergency Shelter. The Five Key Elements are:
 - Housing First Approach
 - Safe and Appropriate Diversion
 - Immediate and Low-Barrier Access
 - Housing-Focused Rapid Exit Services
 - Data to Measure Performance
- DHCD is hosting a monthly teleconference learning community for Northern Virginia shelter providers to collaborate on becoming low-barrier facilities.
- The Service Continuum Committee is creating a standardized Emergency Shelter intake. Committee members are discussing the philosophical shift and how it will affect the community.

HMIS Policies and Procedures

The Homeless Management Information System (HMIS) Administrator, Teresa Giesting, discussed changes to all HMIS documentation with the CoC.

- Governance Charter was approved with proposed changes and some additional edits – 1st Allan Jones, 2nd Roberta Mceahern
- Agency Agreements, User Agreement, Client Consent to Share documents were approved with proposed changes and some additional edits – 1st Ronald King, 2nd Allan Jones.
- HMIS Budget was approved – 1st Allan Jones, 2nd Ronald King.

Homeless Representation

- Elijah Johnson announced that HUD (Housing and Urban Development) requires all CoC's to have an individual with lived homeless experience participate. If any agencies know of an individual formally homeless or currently homeless, who is interested in participating in the PWA CoC please contact Melonie Barrow at mbarrow@pwcgov.org.

Recommendation for Bylaw Revision

- The Governance Committee recommended the following revisions: the CoC allow more than one alternate voting member to represent an agency for meetings, committee names will be updated in Section I, and Governance representation will be voted upon annually by each committee.
- The CoC will vote on the Revised Bylaws at the next meeting on August 10, 2017.

DHCD

- The state has strongly suggested that the PWA CoC reevaluate all Transitional Housing (TH) programs. The CoC was informed that TH programs would affect the performance measure of the average length of stay for community applications, even if they are funded privately with no public funding.

- Listening sessions with DHCD will be held in the McCoart Government Center Board Chambers on October 6, 2017. All CoC members and homeless advocates are encouraged to come.

Department of Veteran Services Homeless Fund Designation

- Melonie Barrow announced that Operation Renewed Hope Foundation is asking PWC DSS to support their DVS Homeless Fund Designation application to add funding for the community. The funding is an opportunity to fill in the gaps that VHSP and Support Services for Veteran Families (SSVF) does not cover.
- DVS Homeless Fund Designation approved – 1st Allan Jones, 2nd Lynn Fritts.

Announcements:

Anita Eggelton – The Virginia Cooperative Extension celebrated the Nutrition Class graduation of program participants of the Bill Mehr Drop-In Center (DIC) on July 12, 2017.

Pamela Wright – The Saved Hands Foundation is hosting a Back to School Free Backpack Giveaway event on Saturday August 12, 2017, at 12pm. All donations can be dropped off in the Community Room at Potomac Community Library, 2201 Opitz Boulevard, Woodbridge, VA 22191.

Roberta McEahern - The Department of Veteran Affairs has opened a location in Manassas that serves as an access point for benefits and Veteran Association services. The office is located at 9300 West Courthouse Road, Suite 305, Manassas, Virginia 20110. Additionally, she announced The American Disability Act Fair will take place at the Harris Pavilion on July 22, 2017, from 11am-2pm at Harris Pavilion, located at 9201 Center Street, Manassas, VA 20110.

Maria Wells – The Virginia Employment Commission and SkillSource Group will host the next Pastors in Partners meeting on July 28, 2017. The primary focus this quarter is to provide services to seniors.

Serena Bermudez – The Jobs of Veterans Grant Services is a state program that provides employment opportunities for veterans. Please communicate with Serena, serena.bermudez@vec.virginia.gov, if there are any veterans who need resources. For non-veteran employment needs please reach out to Maria Wells, maria.wells@vec.virginia.gov.

Melonie Barrow – PWC DSS

- The National Conference on Ending Homelessness and Capitol Hill Day will take place July 17-19, 2017, in Washington, DC.
- The Bill-Mehr Drop-In Center Hours are changing to 7:00am-12:00pm, Monday-Friday and 7:00am-10:00am on Saturdays. The changes are effective beginning August 7, 2017.
- The National Alliance of Safe Housing sent out a needs assessment to identify barriers and gain information on how to collaborate and combine services to be more efficient.
- A Request for Proposal will be released at the end of the month for service providers to bid on running the PWC Winter Shelter as a year-round operation. The shelter offers 48 beds for both male and female singles.

Meeting Adjourned – 1st Allan Jones, 2nd Lula Kelly.

Next Meeting: August 10, 2017, 1:30 pm
Agency Highlight: Northern Virginia Family Service
Room 107 A/B, Development Services Building, 5 County Complex Ct.