

August 13, 2020, CoC Packet

Prince William Area Continuum of Care

Agenda

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: August 13, 2020

Time: 1:30 p.m.

Location: Virtual Meeting

Facilitator: Elijah Johnson, PWC Deputy County Executive

AGENDA

- Registration of Attendance
- Welcome and Introductions
- Approve July 9, 2020 CoC Meeting Minutes. **ACTION ITEM**
- Old Business
 - By-law Amendment: Nominating Committee for CoC Representative to Governance Committee **ACTION ITEM**
 - Elect a CoC At-Large Delegate to The Governance Committee. **ACTION ITEM**
 - Procedural Change: Rep. of Manassas & Manassas Park (Gov. Comm.) **ACTION ITEM**
- New Business
 - Committee Reports: **ACTION ITEM**
 - Data and Needs Analysis (DANA)
 - Service Continuum
 - Governance
 - Possible CoC member survey
- DSS Lead Agency Update
- Agency Spotlight: Ms. Carol Gergeoura, Chapter Lead of Project ID & Spread The Vote Alexandria Springfield
- Adjourn
- Announcements

Next Meeting: September 10, 2020, 1:30 p.m.
Virtual – Meeting information to follow.

Meeting Minutes

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: July 9, 2020
Time: 1:30 p.m.
Location: Virtual Meeting
Facilitator: Elijah Johnson

Meeting Minutes

Voting Member Attendees

1. Action in Community Through Service – Laurel Turay
2. Carried to Full Term – Frances Robin
3. CFH Inc. – George Davies
4. Cooperative Council of Ministries – Becki O’Loughlin
5. Feeding Friends-Gainesville United Methodist Church – Teresa Belcher
6. Good Shepherd Housing Foundation – Patricia Johanson
7. Independence Empowerment Center – Roberta McEachern
8. Manassas City Department of Social Services – Michele Gehr
9. Manassas Park Department of Social Services – Randi Knights
10. Mulligan Services – Allan Jones
11. Northern Virginia Family Service – Kathy Bridgeman
12. Operation Renewed Hope Foundation – April Ballard
13. Pathway Homes, Inc. – Sherry Meyers
14. People Incorporated – Andrea Wilson
15. Private Citizen – Karen DeVito
16. Prince William County Community Services – Lynn Fritts
17. Prince William County – OHCD – Joan Duckett
18. Streetlight Community Outreach Ministries – Rose Powers
19. The Church – God’s Assembly – Maria Wells
20. Unsheltered Home Coalition – Dori Cook
21. Virginia Employment Commission – Lakeria Graham

Organizations with Voting Members not present

1. Easterseals Homeless Veterans Reintegration Programs
2. Manassas Church of the Brethren
3. Manassas Park Department of Social Services
4. Saved Hands Foundation
5. Virginia Cooperative Extension

Other Attendees

1. Action in Community Through Services -Lisell Ascanio
2. Elect Ladies Transition Home – Madlin Edmonds
3. CFH Inc. – Brenda Via
4. Good Shepherd Housing Foundation – Elizabeth Funes
5. Manassas City Department of Social Services – Michele Childs
6. Northern Virginia Family Service – Crystal Pitt
7. Northern Virginia Family Service – Michael-Sean Adam
8. Pathway to Home DC – Ana Brown
9. Prince William County Criminal Justice Services – Mark Perez
10. Prince William County Department of Social Services – Alicia La Patra
11. Prince William County Department of Social Services – Bibi Brown
12. Prince William County Department of Social Services – Courtney Tierney
13. Prince William County Department of Social Services – Tony Turnage
14. Prince William County Department of Social Services – Dana Carey
15. Prince William County Department of Social Services – Duanchy Cayetano
16. Prince William County Department of Social Services – Tonya Golden
17. Prince William county Department of Social Services – Jeanine Gravette
18. Prince William County Department of Social Services – Oliver Reid
19. Prince William County Department of Social Services – Samantha Biller
20. Prince William County/PFLAG Rep. – Jason Shriner
21. Sentara – Glen Sheffield
22. Streetlight Community Outreach Ministries – Gabriele Tibbs

Meeting called to order at 1:35 p.m.

- Due to the COVID-19 virus, the meeting was held as a virtual conference call.
- The meeting was called to order by Elijah Johnson.

Minutes Approval

- CoC Minutes for June 11, 2020 were unanimously approved. 1) Allan Jones 2) Lynn Fritts

Old Business

- No old business was discussed.

New Business

VHSP Second Round of Funding Updates

- Tony Turnage provided an update on the second round of COVID -19 allocated funding from the state. NVFS has received 450k of state funding to operate the Rent Mortgage Relief Program (RMRP) that started July 1, 2020.
- Kathy Bridgeman gave an overview of RMRP:
 - PWC- 93 referrals with a total of 275 referrals across all three jurisdictions and 70% of the referrals are below 50% AMI.
 - Referrals are made through via Coordinated Entry System.
 - A total of \$450K is specific to the PWA and includes the cities of Manassas and Manassas Park.
 - The DHCD website has tools to determine eligibility to apply for the funding.
 - NVFS will help with language barriers and lack of access to computer or internet. Applicants are required to provide a statement that their conditions are directly related to COVID.

- Citizenship or SSN is not required for funding.
- Joan Duckett provided an update on the housing applications they have received.
 - 421 applications received
 - 4 applications denied because the loss of income was not COVID-19 related.

Committee Reports:

- Data and Needs Analysis (DANA), Service Continuum & Governance Reports
- Motion to approve committee reports as submitted. 1) Allan Jones 2) Roberta McEachern
- Motion approved with two abstentions, Karen DeVito and PWC DSS

Appointing A CoC At-Large Delegate to The Governance Committee (*Attachment*)

- At large member seat opens for the Governance committee.
 - Option 1: Nominating committee to nominate representative.
 - Option 2: Volunteer with approval.
- Motion to adopt option one. 1) Allan Jones 2) Karen DeVito. Motion approved to adopt option one unanimously approved.

Identification of Volunteers to serve on the Nominating Committee

- Nominating Committee: Allan Jones, Michele Gehr, Courtney Tierney and Maria Wells to nominate representative for the Governance. Chair Johnson appointed Tierney as his designee to lead the group.
- Motion to approve nominating committee. Motion unanimously approved. 1) Karen DeVito 2) Roberta McEachern with three abstentions: Allan Jones, Maria Wells and Michele Gehr.

Procedural Change: Representation of Manassas & Manassas Park (Governance Committee)

- Manassas City and Manassas Park will serve as alternates to each other on the Governance Committee. Recommended wording will be provided at the next CoC meeting to update the language in the bylaws to reflect this.

Lead Agency Updates

- Tony Turnage presented the DSS Lead Agency Update.
 - Committee updates
 - Crystal Pitt of NVFS will represent the Service Continuum Committee on the Governance committee, Allan Jones will represent the DANA committee, and Tony Turnage will represent the PAR committee.
 - The Overnight Shelter and Drop-In Center
 - The overnight shelter has moved back to Ferlazzo on June 22, 2020. The Drop-in Center will remain closed at this time. Drop-in Center staff has been assigned to the Ferlazzo building to assist with daily services.
 - Motel Program
 - Motel continues to operate with 38 people enrolled in the program and doing well.
 - The only clients in the program are persons with underlying health conditions; no clients at this time who are COVID positive or COVID exposed.
 - Permanent Supportive Housing (PSH)
 - The CoC will be focus on moving clients from motel program, shelters, and the encampments into permanent supportive housing, rapid re-housing, or any housing options available.
 - Jeanine Gravette will conduct training to review the referral application process for RRH and PSH on Friday, June 17, 11:00 – 2:00 pm or 11:00 – 3:00 pm. The process has been simplified.
 - The OHCD has a new COVID-19 Emergency Housing Assistance Program for eligible households who have experienced financial hardship due to COVID-19. Applications are available on the PWC website.

Coordinated Entry System Policies and Procedures Manual (CES)

- CES policies and procedures have been approved by Governance. CES policies has been sent to the CoC and we will vote on this at the next meeting. Biggest high-level change is the residency policy to serve PWA residents as a priority.

Agency Spotlight:

Jason Shriner, PFLAG Representative and Transition Assistance Program (TAP) Virginia.

- Jason Shriner introduced Ms. De Sube of the Transition Assistance Program (TAP) Virginia to the committee.
- Ms. Sube gave an overview of the TAP program and the statistics of transgender homeless individuals:
 - Sex work becomes more lucrative though not desirable when no work is available or when there aren't many jobs.
 - The biggest barriers for Transgenders to locate jobs are transphobia, homophobia and homeless phobia.
 - There are not any Trans Affirming Shelters located in the Northern Virginia area.
- If you would like to learn more on transgender assistance programs, please visit the website: www.tapvirginia.org/resouces.
- Ms. Sube offered to provide training and awareness to PWA shelter staff or as an alternative provide a recorded training that was previously provided to the Roanoke CoC.

Adjourn

- Meeting adjourned at 2:40 p.m.

**Next Meeting: August 13 , 2020, 1:30 p.m.
Virtual – Meeting Info to Follow**

Committee Summaries

Prince William Area Continuum of Care



Service Continuum Committee

Date: July 2, 2020
Time: 9:30 a.m.
Location: Virtual Meeting
Facilitator: Jeanine Gravette
Governance Representative: Vacant

Meeting Summary

Voting Member Attendees

1. Action in Community Through Service – Laurel Turay
2. Feeding Friends-Gainesville United Methodist Church – Anne Rychlik
3. Northern Virginia Family Service – Kathy Bridgeman
4. People Incorporated – Andrea Wilson
5. Streetlight Community Outreach Ministries – Gabriele Tibbs
6. The Church – God’s Assembly – Maria Wells
7. Virginia Employment Commission – Lakia Graham

Other Attendees

1. Action in Community Through Service – Jessica Nichols
2. Action in Community Through Service – Maya Martinez
3. Department of Veterans Affairs – Nancy Espinal
4. Easterseals Homeless Veteran Reintegration Program – Lewis Arnette
5. Feeding Friends-Gainesville United Methodist Church – Teresa Belcher
6. Northern Virginia Family Service – Crystal Pitt
7. Northern Virginia Family Service – Katrina Soto
8. Northern Virginia Family Service – Michael-Sean Adams
9. Pathway Homes, DC. – Ana Brown
10. Prince William County Department of Social Services – Alicia LaPatra
11. Prince William County Department of Social Services – Duanchy Cayetano
12. Prince William County Department of Social Services – Jeanine Gravette
13. Prince William County Department of Social Services – Bibi Brown
14. Prince William County Department of Social Services – Samantha Biller
15. Prince William County Department of Social Services – Tonya Golden
16. Prince William County Department of Social Services – Tony Turnage
17. Streetlight Community Outreach Ministries – Andrea Shaffner

Welcome and Introductions

New Business

- Motion made to amend the agenda. 1) Teresa Belcher 2) Kathy Bridgeman
 - Agenda was amended: The agenda item to vote for a member of the committee to represent in the Governance Committee.
 - Motion unanimously approved.

Veteran Report

- Nancy Espinal – Department of Veteran Affairs: gave an update on meeting with a biweekly basis review the veteran list to obtain appropriate referrals for the HUD-VASH program and determine any other services available.
- Lokia Graham – Virginia Employment Commission is scheduled to open back up by virtual appointment only for job services.
- Lewis Arnettee – Easterseals: the updated grant department of labor grant started July 1st to continue to send veterans to online schools and training programs. They are purchasing computers to provide to veterans, so they are able to attend classes.

Update on Homeless Crisis Response Plan Motel Program

- Jeanine Gravette gave a brief reviewed of the PWA CoC changes to Coordinated Entry changes for Permanent Housing Solutions due as part of the CoC's COVID-19 response (*attachment*).
 - Motion was made to accept the changes to Coordinated Entry changes as stated in the document. 1) Maria Wells 2) Crystal Pitt
 - Motion unanimously approved.

Shelter updates

- The following providers gave a brief update on the shelter program.
 - Action in Community Through Service (ACTS)
 - ACTS opened up the East Safe house and it is currently full.
 - Northern Virginia Family Service (NVFS)
 - NVFS had great successful moves out since the pandemic began and were able to place large number of clients into homes and few clients were able to resolve their own homeless crisis. The shelter is back to full capacity.
 - Homeless Services Division – Hilda Barg
 - Tonya Golden is the new Director at the Hilda Barg Homeless Shelter and there are no other updates.
 - Homeless Services – Motel Programs
 - There are currently 37 clients' in the motel program, and it is going well. Homeless services is working on processing of all applications for PSH and Rapid Re-housing.
 - Streetlight Community Outreach Ministries – Overnight Shelter
 - The overnight shelter has relocated back to Ferlazzo building and it is going well.
 - Streetlight is working with Homeless Services to refer clients in the motel program, unsheltered or in shelter to Permanent Supportive Housing, Rapid Re-housing or any available housing options to avoid overflow as quickly as possible.

Coordinated Entry System Policies and Procedures Manual (CES Manual)

- The Coordinated Entry System Policies and Procedures Manual is currently being reviewed by the Governance Committee.

- Changes will go into effective as of July 1, 2020
- Jeanine Gravette gave a brief overview of the high level of changes. The following changes were addressed:
 - Residential Policy
 - HMIS Referral
 - The Sex Offender Registry- National Registry
 - Reformatted forms for PSH and Rapid Re-housing

Prioritization Domestic Violence (DV)

- Mayra Martinez of ACTS share some concerns on DV clients with the committee and the following concerns were addressed.
 - All DV clients are assessed as imminent risk
 - DV client confidentially within HMIS
 - Separate meeting to discuss risk assessment
 - Discussion about DV receiving points

Rapid Re-Housing

- Review of PWA Household Capacity by Program Type spreadsheet (*attachment*). Each organization reviewed the number of households they are able to serve for the following programs: ESG, ESG-CARES, HUD, VHSP and VHSP (new funding).
- ACTS
- ORFH (not in attendance to confirm)
- NVFS

Governance Representative

- The Committee nominated Crystal Pitts to serve as the Governance Committee representative to the Governance committee
- Motion was 1) Maria Wells 2) Laurel Turay
- Motion unanimously approved.

The committee set Agenda for the next meeting to include:

Old Business:

- Update on CES Manual
- Update on new prevention programs

New Business:

- Veteran Report
- Shelter updates
- Updates on new funding
- Prioritization DV discussion

A motion was made to adjourn the meeting: 1) Lakia Graham 2) Maria Wells. Approved to adjourn.

- Meeting adjourned at 10:36 a.m.

<p>Next Meeting: August 6, 2020, 9:30 a.m. Virtual Meeting - WebEx</p>



Data and Needs Analysis Committee

Date: July 9, 2020
Time: 3:00 PM
Location: Virtual Meeting
Facilitator: Tony Turnage
Governance Representative: Allan Jones

Voting Member Attendees

1. Action in Community Through Services – Laurel Turay
2. Cooperative Council of Ministries – Becki O’Loughlin
3. Good Shepherd Housing Foundation – Elizabeth Funes
4. Mulligan Services – Allan Jones
5. Northern Virginia Family Services – Andrew Beverage
6. Operation Renewed Hoped Foundation – April Ballard
7. Pathway Homes, Inc. – Lauren Leventhal
8. Prince William County Community Services – Lynn Fritts
9. Streetlight Community Outreach – Gabriele Tibbs

Other Attendees

1. Action in Community Through Services – Jessica Nichols
2. Cooperative Council of Ministries – Idris O’Connor
3. Northern Virginia Family Services – Crystal Pitt
4. Northern Virginia Family Services – Kathy Bridgman
5. Northern Virginia Family Services – Michael-Sean Adam
6. Northern Virginia Family Services – Katrina Soto
7. Prince William County Department of Social Services– Duanchy Cayetano
8. Prince William County Department of Social Services- Samantha Biller
9. Prince William County Department of Social Services – Jeanine Gravette
10. Prince William County Department of Social Services- Tonya Golden
11. Prince William County Department of Social Services – Tony Turnage
12. Prince William County Department of Social Services – Alicia La Patra
13. Prince William County Department of Social Services- Oliver Reid
14. Streetlight Community Outreach Services – Rose Powers

Old Business

- **PWA Provider Report Card Review (updates for FY21)**
 - Alicia La Patra, HMIS System Administrator, reviewed the FY21 PWA Provider Report Card draft with the committee (Attachment).
 - The committee did not have any recommended changes to the draft.
 - Motion was made to approve the FY21 PWA Provider Report Card.
Motion was unanimously approved. 1) Allan Jones 2) Lynn Fritts

New Business

- **FY20 End of Year Reporting**
 - Alicia discussed the end of year reporting requirements for FY2020. These requirements were discussed more in depth at the July HMIS Workgroup.
- **2021 Point in Time (PIT) Count**
 - Alicia discussed the 2021 PIT Count with the committee and shared further planning (to include appointing the PIT committee and identifying homeless encampments) would be presented at the August meeting.
- **New Meeting Facilitators**
 - Tony Turnage announced Alicia La Patra and Samantha Biller will be the new facilitators for the DANA committee beginning August 2020.
 - Alicia will be the lead facilitator and Samantha will be the co-facilitator.
- **The agenda for the next meeting was set as follows:**
 - 2021 Point in Time Count
 - FY20 PWA CoC Annual Report

HMIS Workgroup Updates

- **Alicia discussed the following workgroup updates with the committee:**
 - FY20 end of year reporting requirements
 - Data quality issues
 - 2021 Point in Time Count

Adjourn

- Meeting adjourned at 3:24 p.m.

Next Meeting: August 13, 2020 at 3:00PM
Virtually via Webex – Meeting Info to Follow



Governance Committee

Date: July 23, 2020
Time: 1:00 PM
Location: Virtual Meeting
Facilitator: Elijah Johnson, PWC Deputy County Executive

Elijah Johnson, Chair
Michele Gehr
Allan Jones
Randi Knights
Crystal Pitt
Tony Turnage

Meeting Summary

Voting Member Attendees:

1. Elijah Johnson
2. Randi Knights
3. Allan Jones
4. Crystal Pitt
5. Tony Turnage

Other Attendees:

1. Duanchy Cayetano
2. Courtney Tierney

Welcome and Introductions

- Elijah Johnson introduced Crystal Pitt, the Director of Northern Virginia Family Service to the committee. Crystal Pitt was appointed to represent the Service Continuum on the Governance committee.

Meeting called to order: 1:04 p.m.

Approval of June 11, 2020, CoC Meeting Minutes.

- **Approval of CoC Minutes** -July 9, 2020, CoC Minutes approved: 1) Allan Jones 2) Randi Knights
- **Approval of Committee Summaries** - All committee summaries were approved as amended.
 - 1) Allan Jones 2) Tony Turnage
 - **Data and Needs Analysis (DANA) Committee**
Tony Turnage reviewed the DANA summary.
 - Allan Jones suggested to send out a survey to the CoC committee on how the DANA committee can better serve the CoC community.
 - **Service Continuum Committee**
Tony Turnage and Crystal Pitt reviewed the Service Continuum summary. A motion was made to amend the proposed PWA Coordinated Entry under the prioritization populations to include the sentence that reads the following: "If no eligible clients meet the requirements in the categories, the CoC will convert back to the original Prioritization guidelines."
Motion was approved unanimously. 1)Tony Turnage 2) Crystal Pitt

DSS Lead Agency Update:

- Tony Turnage presented the DSS Lead Agency Update.
 - Tony Turnage discussed the two housing programs in the Continuum of Care with the committee.
 - Rapid Re-housing program with Northern Virginia Family Service (NVFS), which was the former BARN money. The program is to focus on training and education components for individuals participating in the program. The goal is to focus on low need households to increase their income.
 - The Permanent Supportive Housing program (PSH) will be operated by Pathway Homes. The PSH programs will start on October 1, 2020. The referral process is being made and there is a training schedule for July 24, 2020, to simplify the referral process with PSH and Rapid Re-housing via WebEx.
 - Emergency Food Shelter Program (EFSP) Community Applications
 - The EFSP Board members are in the process of finalizing the reviews of the applications to award applicants.
 - The EFSP Board tried the new assessment tools and it is working well. After the finalization of the applications and appeal process, Oliver Reid will provide updates at the next Governance committee.
 - COVID-19 Programs
 - The hotel program served 49 total persons, five persons in families consisting of two households and 44 single individuals for the month of June.
 - The Overnight Shelter served 81 individuals for the month of June.
 - Agency Spotlight
 - Tony Turnage recommended The Project ID & Spread the Vote Alexandria/Springfield be the Agency Spotlight at the next CoC meeting, August 13, 2020.
 - Courtney Tierney suggested that the committee bring an Election Officer to speak in the September CoC meeting as the Agency Spotlight. Courtney will reach out to the Election Officer.
 - Prevention Funding/Rent and Mortgage Relief Program Operated by NVFS
 - Northern Virginia Family Service has created a portal that allows applicants to complete their application. The portal has created a couple of challenges:
 - Landlords needing to talk with NVFS staff and a request for FAQ page on the website for landlords; and
 - The incorrect phone number was listed by DHCD which created some frustration for persons attempting to apply for the funding.
 - The Homeless Services Division will reach out to Kathy Bridgeman to have a discussion on the challenges and how to best ease the process of the application and best serve the community.
 - PWC Office of Housing & Community Development (OHCD)
 - OHCD is still processing the COVID-19 Emergency Housing Assistance Program and the application can be processed online.
 - The Office of Housing has received over 600 applications, so far 30 have been approved and 20 have been denied. Some issues with the applications are missing documentation that is delaying the application process.

Voting on an At Large Member

- Courtney Tierney provided updates on the nominating committee. The updates are as follows:
 - The nominating committee will meet next Tuesday, July 28, 2020, and will be ready to move forward with electing the nominee at the next CoC meeting scheduled for August 13, 2020; and
 - There are 5 interested candidates.

Develop and Approve CoC Agenda

- The Committee developed and approved the CoC Agenda: 1) Allan Jones 2) Randi Knights

Adjourn

- Meeting adjourned at 2:45 pm

Next Meeting: August 27, 2020, 1:00 p.m.
Virtual – Meeting Info to Follow