

July 9, 2020, CoC Packet

Prince William Area Continuum of Care

Agenda

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, PWC Deputy County Executive

AGENDA

- Registration of Attendance
- Welcome and Introductions
- Approve June 11, 2020 CoC Meeting Minutes **ACTION ITEM**
- Old Business
- New Business **ACTION ITEM**
- VHSP Second Round of Funding Updates **ACTION ITEM**
 - *Committee Reports:*
 - Data and Needs Analysis (DANA)
 - Service Continuum
 - Governance
- Appointing A CoC At-Large Delegate to The Governance Committee **ACTION ITEM**
- By-law Amendment: Nominating Committee **ACTION ITEM**
- Identification of Volunteers to serve on the Nominating Committee **ACTION ITEM**
- Procedural Change: Representation of Manassas & Manassas Park (Governance Committee) **ACTION ITEM**
- Waiver of Rules **ACTION ITEM**
- DSS Lead Agency Update
- Agency Spotlight: Jason Shriner – PWC PFLAG and TAP Virginia representative, Ms. De Sube
- Adjourn:
- Announcements

Next Meeting: August 13, 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: June 11, 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. CFH Inc. – Brenda Via
3. Cooperative Council of Ministries – Becki O’Loughlin
4. Independence Empowerment Center – Roberta McEachern
5. Feeding Friends-Gainesville United Methodist Church – Ann Rychlik
6. Manassas City Department of Social Services – Michele Gehr
7. Manassas Park Department of Social Services – Randi Knights
8. Mulligan Services – Allan Jones
9. New Creatures-in-Christ Ministries – Madlin Edmonds
10. Northern Virginia Family Service – Michael-Sean Adams
11. Operation Renewed Hope Foundation – April Ballard
12. Pathway Homes, Inc. – Sherry Meyers
13. Private Citizen – Karen DeVito
14. Prince William County Community Services – Lynn Fritts
15. Prince William County Department of Social Services – Tony Turnage
16. Prince William County – OHCD – Joan Duckett
17. Streetlight Community Outreach Ministries – Rose Powers
18. The Church – God’s Assembly – Maria Wells
19. Unsheltered Home Coalition – Dori Cook
20. Virginia Cooperative Extension – Marjorie Leon
21. Virginia Employment Commission – Serena Bermudez

Organizations with Voting Members not present

1. Elect Ladies Transition Home
2. Nu-Start Family Services LLC
3. PWC-OHCD
4. Saved Hands Foundation

Other Attendees

1. CFH Inc. – George Davies
2. Department of Veterans Affairs – Kyla Payne
3. Department of Veterans Affairs – Nancy Espinal
4. Feeding Friends-Gainesville United Methodist Church – Teresa Belcher
5. Good Shepherd Housing Foundation – Patricia Johanson
6. Manassas City Department of Social Services – Michele Childs
7. Manassas Church of the Brethren – Tina Fisher
8. Northern Virginia Family Service – Crystal Pitt
9. Northern Virginia Family Service – Katrina Soto
10. People Inc. – Andrea Wilson
11. Prince William County Criminal Justice Services – Mark Perez
12. Prince William County Department of Social Services – Alicia La Patra
13. Prince William County Department of Social Services – Bibi Brown
14. Prince William County Department of Social Services – Courtney Tierney
15. Prince William County Department of Social Services – Dana Carey
16. Prince William County Department of Social Services – Duanchy Cayetano
17. Prince William County Department of Social Services – Tonya Golden
18. Prince William county Department of Social Services – Jeanine Gravette
19. Prince William County Department of Social Services – Oliver Reid
20. Prince William County Department of Social Services – Samantha Biller
21. Prince William County/PFLAG Rep. – Jason Shriner
22. Virginia Cooperative Extension – Rozlyn Giddens

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

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

Minutes Approval

- CoC Minutes for May 14, 2020, were unanimously approved. 1) Allan Jones 2) Karen DeVito

Old Business

- No old business was discussed.

New Business

Motion was made to modify the agenda to announce the VHSP grant and ratify the VHDA grant. Motion unanimously approved. 1) Roberta McEachern 2) Allan Jones

VHSP Grant

- Tony Turnage provide an update on the VHSP grant and the following items were addressed.
 - New round of funding of \$809,000 starting July 1, 2020, through June 30, 2021. The funding will operate the following programs:
 - Exiting Rapid Re-housing
 - Prevention
 - CoC Planning
 - HMIS
 - Housing Location Services
 - Application submission of \$9.1 million.
- Oliver Reid shared information from DHCD Rental and Mortgage Assistance webinar with the committee on an additional \$100K for prevention programs. The following were addressed.
 - Utilization of Prevention Funds.
 - Identify provider for prevention programs to submit to the state by June 14, 2020.
 - Oliver Reid will email the selected provider the submitted state application criteria.

Motion was made to allow DSS to work with current provider to meet state requirements.

Motion unanimously approved. 1) Karen DeVito 2) Lynn Fitts

VHDA Grant (Virginia Housing Grant)

- Courtney Tierney announced the Virginia Housing Grant. The submission results are as follows.
 - \$50K to PWA CoC
 - \$12,500 each will go to:
 - ACTS
 - Good Shepherd Housing Foundation
 - Pathway Homes
 - Streetlight
 - DSS as the lead agency will not take the 5% admin cost.

The providers will use the funds for salaries, rent, utilities, and IT. Funds must be spent by August 30, 2020. If approved, the funds will be available July 1, 2020.

Motion to ratify the Virginia Housing Grant on behalf ACTS, Streetlight, Pathways and Good Shepherd Housing Foundations. Each organization will receive \$12,500

Motion was unanimously approved. 1) Allan Jones 2) Karen DeVito with three abstentions: Laurel Turay (ACTS), Rose Powers (Streetlight), and Sherry Meyers (Pathway Homes)

- Committee Reports:
 - Data and Needs Analysis (DANA)
 - Service Continuum
 - Governance
- Committee reports were unanimously approved. 1) Allan Jones 2) Roberta McEachern

Lead Agency Updates

- Tony Turnage presented the DSS Lead Agency Update.
 - Overnight Shelter Move
 - The Overnight Shelter will be relocated to Ferlazzo building on June 22, 2020.
 - The Overnight Shelter's expanded bed capacity will be changed from 62 beds, to 48 beds.
 - Navigation Center
 - The Board of County Supervisors approved a navigation center for the new overnight shelter. Once a contractor can be identified, the goal is to set it up as quickly as possible. It normally takes about 3 months for set-up and the timeframe will be to be operational by December.
 - Hotel program is continuing to operate with about 50 clients. Case managers are assisting clients toward permanent supportive housing and rapid re-housing.
 - CoC Committees need to identify a member who will serve as a member on Governance committee for the FY21 covering July 1, 2020, thru June 30, 2021. A motion was made for Michelle Gehr, DSS Director of the City of Manassas, to remain for another month on the CoC Governance Committee. Motion was unanimously approved 1) Allan Jones 2) Roberta McEachern with Michelle Gehr abstaining.
 - CES policies and procedures FY21
 - Service Continuum committee has completed an update on the policies and procedures. Once the Governance committee approves, then the policies and procedures will be sent to the CoC to review.
 - Regional PIT numbers
 - Tony Turnage shared a presentation on Regional PIT (Point In Time) numbers with the committee.
 - Emergency Food Shelter Program (EFSP)
 - The EFSP Ad was released on June 8, 2020.
 - The community application will be released next week via email. DSS will conduct a 'How to Apply' training session. The application will be available on the county website.
 - EFSP funding is as follows: Phase 37, \$80K, Phase CARES \$70K for PWC, \$9K for City of Manassas, \$2,800 for Manassas Park. Both Phases will run concurrently.
 - ESG Funding
 - Joan Duckett gave an overview on the Emergency Solutions Grant Care Act (ESG-CV) funds.
 - PWA CoC 3rd Quarter Report Card
 - Tony Turnage reviewed the 3rd Quarter Report Card with the committee (Presentation).
 - FY21 CoC Membership Registration
 - Tony Turnage reminded the committee to submit the CoC membership applications for FY21.
 - Andrea Wilson of People, Inc., and Tonya Golden, the Human Services Program Manager of the Hilda Barg Homeless Prevention Center were introduced.

Agency Spotlight: Jason Shriner – PWC PFLAG

- Jason Shriner will invite a TAP Virginia representative to talk about transgender individuals who experience homelessness at the next CoC meeting in July.

Adjourn

- Meeting adjourned at 2:36 p.m.

**Next Meeting: July 9, 2020, 1:30 p.m.
Virtual – Meeting Info to Follow**

Committee Summaries

Prince William Area Continuum of Care



Service Continuum Committee

Date: June 4, 2020
Time: 9:30 a.m.
Location: Virtual Meeting
Facilitator: Jeanine Gravette
Governance Representative: Vacant

Meeting Summary

Voting Member Attendees – No Quorum

1. Action in Community Through Service – Laurel Turay
2. Feeding Friends-Gainesville United Methodist Church – Teresa Belcher
3. Northern Virginia Family Service – Michael-Sean Adams
4. Streetlight Community Outreach Ministries – Gabriele Tibbs

Other Attendees

1. Easterseals Homeless Veteran Reintegration Program – Lewis Arnette
2. Northern Virginia Family Service – Crystal Pitt
3. Northern Virginia Family Service – Katrina Soto
4. Pathway Homes, Inc. – Ana Brown
5. Prince William County Department of Social Services – Alicia LaPatra
6. Prince William County Department of Social Services – Duanchy Cayetano
7. Prince William County Department of Social Services – Jeanine Gravette
8. Prince William County Department of Social Services – Bibi Brown
9. Streetlight Community Outreach Ministries – Andrea Shaffner
10. Virginia Department of Veteran Services – Ahime Harris

Welcome and Introductions

New Business

Veteran Report

- No Veteran Report was discussed.

CES Manual Updates/HMIS & Referrals

- Alicia LaPatra, HMIS Administrator, gave an overview of the HMIS & Referrals (document)
 - The HMIS referrals document will be added to CES manual and will be effective July 1, 2020.

Update on Homeless Crisis Response Plan Motel Program

- Jeanine gave update on the following motel programs. The following update were addressed.
 - Econo Lodge – 44 clients
 - Motel 6 – 2 clients
 - County Inn & Suites – 2 clients
 - No Covid-Cases
- Motel programs are going well. Meals are being provided to all motel programs from provider, Action in Community Through Service (ACTS). Meals includes breakfast, lunch and dinner daily. In addition, case management service is being provided weekly to all clients in the motel programs.

Census Update on clients

- Homeless Services Division reached out to Census representative for the PWA for an update; receive no response. The Census for the PWA has been concluded. Oliver Reid reached out to Census again; any new update receive will be forward to the committee.

Shelter updates

- The following providers gave a brief update on the shelter program.
 - Action in Community Through Service (ACTS)
 - Northern Virginia Family Service (NVFS)
 - Streetlight Community Outreach Ministries
 - Homeless Services Division – Hilda Barg

Housing location services

- Jeanine provide conclusion information on housing location services with the committee.

COVID-19 Homeless System Response (Document)

- Jeanine gave a brief summary on the COVID-19 Homeless System Response; Changes to Coordinated Entry Prioritization to Support and Respond to COVID-19 and propose an additional meeting to discuss prioritization for PWA clients. Ms. Gravette discussed she would forward the three-page document for the committee to review and suggested they click on the links under community examples on page three in preparation for the meeting. A meeting is scheduled for June 18, 2020 @ 9:30 A.M.

The committee set Agenda for the next meeting to include:

- Veteran Report
- Update on Homeless Crisis Response Plan Motel Program
- Shelter updates
- CES Manual
- Review all changes in as effective of July 1, 2020

Adjourn

- Meeting adjourned at 10:25 a.m.

**Next Meeting: July 2, 2020, 9:30 a.m.
Virtual Meeting - WebEx**



Data and Needs Analysis Committee

Date: June 11, 2020
Time: 3:00 PM
Location: Virtual Meeting
Facilitator: Tony Turnage
Governance Representative: Allan Jones

Voting Member Attendees

1. Action in Community Through Services – Tiara Eberhardt
2. Cooperative Council of Ministries – Idris O’Connor
3. Mulligan Services – Allan Jones
4. Northern Virginia Family Services – Andrew Beverage
5. Pathway Homes, Inc. – Lauren Leventhal
6. Prince William County Community Services – Lynn Fritts
7. Prince William County Department of Social Services – Tony Turnage

Other Attendees

1. Action in Community Through Services – Laurel Turay
2. Good Shepherd Housing Foundation – Elizabeth Funes
3. Northern Virginia Family Services – Crystal Pitt
4. Northern Virginia Family Services – Michael-Sean Adam
5. Northern Virginia Family Services – Katrina Soto
6. Operation Renewed Hope Foundation – April Ballard
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 – Alicia La Patra
12. Prince William County Department of Social Services- Oliver Reid

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
 - The committee will need to vote to move forward with these changes

HMIS Workgroup Updates

- Alicia discussed HMIS Workgroup updates with the committee and the following were addressed:
 - Work continues to help providers better understand the PWA Provider Report Card and HUD System Performance Measures
 - Preparation for end of year (FY20) reporting
 - HMIS annual training in June 2020

NEW Business

- The committee appointed Allan Jones to represent the DANA committee at the Governance committee for FY21. A Motion was made and approved. 1) Lynn Fritts
2) Laurel Turay

Adjourn

Meeting adjourned at 4:00 p.m.

<p style="text-align: center;">Next Meeting: July 9, 2020, Approx. 3:00 p.m. Virtually via Webex – Meeting Info to Follow</p>



Governance Committee

Date: June 25, 2020
Time: 1:00 PM
Location: Virtual Meeting
Facilitator: Elijah Johnson, PWC Deputy County Executive

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

Meeting Summary

Voting Member Attendees:

1. City of Manassas Park Department of Social Services- Randi Knights
2. City of Manassas Department of Social Services – Michele Gehr
3. Mulligan Services – Allan Jones
4. Prince William County Department of Social Services – Tony Turnage

Other Attendees:

1. Prince William County Department of Social Services – Duanchy Cayetano

Meeting called to order: 1:11 p.m.

Approval of June 11, 2020, CoC Meeting Minutes.

- o **Approval of CoC Minutes** -May 14, 2020, CoC Minutes approved: 1) Randi Knights 2) Allan Jones
- o **Approval of Committee Summaries** - All committee summaries approved: 1) Allan Jones 2) Randi Knights with one abstention Tony Turnage.
 - o **Data and Needs Analysis (DANA) Committee**
Tony Turnage reviewed the DANA summary.
 - o **Service Continuum Committee**
Tony Turnage reviewed the Service Continuum summary.

DSS Lead Agency Update:

- Tony Turnage presented the DSS Lead Agency Update.
 - o Overnight Shelter
 - The Overnight Shelter has been relocated from the Dale City Recreation back to the Ferlazzo building on June 22, 2020.
 - The Overnight Shelter’s expanded bed capacity will be changed from 62 beds, to back to 48 beds.
 - o Navigation Center
 - o Elijah Johnson provided update on the Navigation Center. The Navigation Center for the Western and Eastern end are still under way. It is still being determined whether the CARES ACT money can be used by the due date in December. Additional funds will be needed for operations.
- Additional \$450K VHSP funds for prevention program.

- Oliver Reid will coordinate a meeting with CES staff and Northern Virginia Family Service (NVFS) to discuss the action plan for prevention program to start on July 1, 2020.
- Emergency Food Shelter Program (EFSP) Community Application
 - The EFSP Community Application was released on June 16, 2020.
 - EFSP Board will convene on July 14, 2020 to Allocate Phase 37 and Phase CARES Funding.

Process for Appointing a CoC At-Large Delegate to The Governance Committee.

- The Governance committee has elected Michele Gehr to continue to serve on the Governance committee for July approved by consensus.
- Allan reviewed the process for appointing a CoC At-Large delegate to the Governance Committee (*attachment*). The Prince William Area Continuum of Care will vote on this process at the July CoC meeting.
- City of Manassas and City of Manassas Park will both continue to attend meetings but only one locality will be able to vote.

Develop and Approve CoC Agenda

- The Governance Committee developed the CoC Agenda.
- **Adjourned at 2:24 pm**

**Next Meeting: July 24, 2020, 1:00 p.m.
Virtual – Meeting Info to Follow**

Process for Appointing a CoC At-Large Delegate to the Governance Committee

Prince William Area Continuum of Care

Process For Appointing A CoC At-Large Delegate To The Governance Committee.

Option 1 – Nominating Committee – The CoC chair will ask for volunteers to serve on the nominating committee. The committee will be composed of three or more voting members and the DSS Director who will serve as the Chair. People interested in volunteering for the position will be invited to submit their names to the CoC Chair for transmittal to the committee. The Committee will meet and identify two or more CoC members to nominate for the position of Delegate. The committee will submit its nominations to the CoC Chair one week prior to the next CoC meeting. At that meeting, voting members of the CoC will be given the opportunity to nominate additional people. The nominees will then be asked to leave the room to allow the rest of the members to discuss and vote on the nominees.

Option 2 – Volunteer with approval - The chair will ask for volunteers to serve. If one or more people volunteer, the volunteer(s) will be asked to leave the room and the remaining CoC voting members in attendance will discuss the nominee(s) and vote for their choice. If only one person volunteers, the process will be the same and may result in the rejection of the volunteer. If this option fails to appoint a delegate, go to option 1.