

October 10, 2019, CoC Packet

Prince William Area Continuum of Care

Agenda

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: October 10, 2019

Time: 1:30 p.m.

Location: Chinn Park Regional Library, Community Room

Facilitator: Elijah Johnson, PWC Deputy County Executive

AGENDA

- Registration of Attendance
 - Welcome and Introductions
 - Approve September 12, 2019, CoC Meeting Minutes **ACTION ITEM**
 - Old Business
 - New Business **ACTION ITEM**
 - *Committee Reports:*
 - Data and Needs Analysis (DANA)
 - Program Analysis and Ranking (PAR)
 - Service Continuum
 - Governance
 - *CoC Committee Structure*
 - *CES Scheduling Update*
 - *DSS Lead Agency Update*
 - *Agency Spotlight – The Skill Source Group, Inc. The Workforce Center – Rebecca Bennet*
 - Adjourn
- Announcements

**Next Meeting: November 14, 2019, 1:30 p.m.
McCoart Government Complex, Powell's Creek A/B**

Meeting Minutes

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: September 12, 2019
Time: 1:30 p.m.
Location: McCoart Government Complex, Powell's Creek A/B
Facilitator: Elijah Johnson

Meeting Minutes

Voting Member Attendees

1. Action in Community Through Service – Lula Kelly
2. Board of County Supervisors – Occoquan – Jacob Mosser
3. Catholics for Housing, Inc. – Karen DeVito
4. Cooperative Council of Ministries – Becki O'Loughlin
5. Feeding Friends - Ann Rychlik
6. Independence Empowerment Center – Roberta McEachern
7. Manassas Park DSS – Randi Knights
8. Mulligan Services – Allan Jones
9. New Creatures in Christ Ministries, Inc – Helping Neighbors in Need – Cheryl Reid
10. Northern Virginia Family Service – Kathy Bridgeman
11. Operation Renewed Hope Foundation – April Ballard
12. Pathway Homes, Inc. – Sherry Meyers
13. Prince William County Community Services- Lynn Fritts
14. Prince William County Department of Social Services – Tony Turnage
15. Prince William County OHCD – David Watkins
16. Saved Hands Foundation – Pamela Wright
17. StreeLight Community Outreach Ministries – Rose Powers
18. The Church - God's Assembly – Maria Wells
19. Unsheltered Homeless Coalition – Dori Cook

Organizations with Voting Members not present

1. Elect Ladies Transitional Home
2. Nu-Start Family Services LLC
3. Virginia Cooperative Extension
4. Virginia Employment Commission

Other Attendees

1. ACTS – Jeff Foy
2. ACTS – Kayla Jackson
3. Cooperative Council of Ministries – Jimmy Rogers
4. EasterSeals Homeless Veteran Reintegration Program – Tiesa Johnson
5. Feeding Friends – Teresa Belcher
6. Good Shepherd Housing Foundation – Patricia Johanson
7. JASA Trade School – Joe Cerutti
8. Northern Virginia Family Service – Michael-Sean Adams
9. Northern Virginia Family Service – Andrea Eck
10. Northern Virginia Family Service –Crystal Pitt
11. Prince William County Department of Social Services – Melonie Barrow
12. Prince William County Department of Social Services – Bibi Brown
13. Prince William County Department of Social Services – Maricza Hinnah
14. Prince William County Department of Social Services – Jennifer Jablonski
15. Prince William County Department of Social Services – Alicia La Patra
16. Prince William County Department of Social Services – Minerva Labrador
17. Prince William County Department of Social Services – Courtney Tierney
18. Prince William County Office of Criminal Justice Services- Rebecca Polaski
19. StreetLight Community Outreach Ministries – Gabrielle Tibbs
20. Virginia Cooperative Extension – Joanne Bilotta
21. Year Up – Deidra Anderson

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 August 8, 2019: 1) Allan Jones, 2) Maria Wells, none opposed Catholics For Housing Abstained.*

Old Business

No old business was discussed at this meeting.

New Business

- *Committee Reports were approved – 1) Tony Turnage, 2) Lynn Fritts.*
 - Community Outreach and Relationship Engagement (CORE)
 - Program Analysis and Ranking (PAR)
 - Service Continuum
 - Governance
- *CoC Committee Structure*

Elijah Johnson shared that the structure change has been approved by all committees, there will be a meeting of all three committees that are merging after the current CoC meeting to discuss upcoming changes.

- *CoC Application Update*

- Tony Turnage presented the CoC Application update to the CoC regarding the status of the application and the expected submission date. All candidates eligible to receive funding were requested to and excused themselves from the room. Karen DeVito submitted to the CoC the Proposed prioritization of funding for the 2019 HUD application projects.

Organization	Project Name	Project Type	Funding Amount
StreetLight	VA0133 PWA PSH House I FY19	PH	\$ 9,052.00
StreetLight	VA0127 PWA PASS PSH FY19	PH	\$ 151,907.00
Good Shepherd	VA0130 PWA Leasing FY19	PH	\$ 159,035.00
Pathway Homes	VA0369 PWA PSH Leasing FY19*	PH	\$ 106,550.00
DSS	VA0132 PWA HMIS FY19*	HMIS	\$ 36,230.00
ACTS	VA0324 PWA RRH FY19	PH	\$ 172,876.00
			\$ 33,772.00
DSS	PSH Bonus FY19	PH	\$ 291,548.00
ACTS	DV RRH Bonus	PH	\$ 183,561.00

Total Tier 1 Amount: \$635,650.00

Total Tier 2 excluding DV Bonus Amount: \$325,320.00

Total Tier 1+2 excluding DV Bonus Amount: \$960,970.00

Total 2019 HUD Application Amount: \$1,144,531.00

A motion was made to approve the prioritization as presented was put forward, 1) Karen DeVito, 2) Roberta McEachern, all in favor.

- A request was made to the CoC at Large to empower the Governance Committee to review and approve the final CoC 2019 Application as the CoC is not scheduled to convene before the HUD submission deadline. 1)Allan Jones, 2) Karen DeVito, all in favor.

- *DSS Lead Agency Update*

Tony Turnage presented the DSS Lead Agency Update on the following matters:

- CoC:
 - ✓ DSS continues to work with DMA on the 2019 HUD Application
 - ✓ Renewal and New Projects have been scored and ranked for the 2019 application.
 - ✓ The goal submission date for the 2019 HUD Application is 9/23/2019, and no later than 9/27/2019
 - ✓ The CORE/DANA/PAR committees will meet to discuss upcoming changes for the CoC restructuring.
- Quarterly Reports
 - ✓ Going forward the CoC members will receive two quarterly reports: (1) the CoC Report Card that focuses on performance and (2) the CoC Financial Report that focuses on expenditures per quarter.

- ✓ At the most recent Service Continuum, grantees were informed that they will need to report their financial expenditures related to VHSP on a quarterly basis; the HUD funding will also be reported.
- EFSP Funding:
 - ✓ The EFSP Board will be releasing the funding decisions the week of 9/17/2019.
- Meeting with Homeless Advocates
 - ✓ In addition to the meeting held on August 2nd and 8th, there was a meeting held on August 27th, 2019 at Sudley North.
 - ✓ A monthly meeting has been established for the Western side of the County.
 - ✓ Important Immediate Goals:
 - To get to know and understand each of the homeless advocates and what they specifically provide.
 - To have the homeless advocates understand the CoC System and have access to resources including housing opportunities via referral.
 - To develop a process that allows the homeless advocates to actively participate in the 2020 PIT Survey and the 2020 Census.
- *Agency Spotlight – EasterSeals*

Tiesha Johnson presented regarding EasterSeals and the homeless veteran services their organization provides, their purpose in joining the PWA CoC to be an accessible resource for other program providers, and qualifications persons accessing their services must meet.

Adjourn

- Meeting adjourned at 2:44 p.m.

**Next Meeting: October 10, 2019, 1:30 p.m.
Chinn Park Regional Library, Community Room**

Committee Summaries

Prince William Area Continuum of Care



Data and Needs Analysis Committee

Date: August 20, 2019
Time: 11:00 a.m.
Location: McCoart Government Complex, Occoquan Room
Facilitator: Tony Turnage
Governance Representative: Allan Jones

Meeting Summary

Voting Member Attendees

1. CCoM – Jimmy Rogers
2. Mulligan Services – Allan Jones
3. Northern Virginia Family Service – Andrew Beverage
4. Pathway Homes, Inc. – Ashley Taylor
5. Prince William County Community Services – Lynn Fritts
6. Prince William County Department of Social Services – Tony Turnage

Other Attendees

1. Good Shepherd Housing Foundation – Elizabeth Funes
2. Good Shepherd Housing Foundation – Claudia Salazar
3. Prince William County Department of Social Service– Jennifer Jablonski
4. Prince William County Department of Social Services – Alicia La Patra
5. Prince William County Department of Social Services – Simon Maybee
6. Unsheltered Homeless Coalition – Dori Cook

Old Business

- *Racial Disparity*

Alicia La Patra presented the Racial Disparity update. Discussion was held regarding the data on the presented slides. The committee requested a deeper dive regarding Rapid Re Housing African American households staying in programs for 90-180 days at a higher rate and why only African American households are listed as staying for longer than a year. Future discussion will focus on why this is occurring and what changes to service can be made to help reduce this trend. The possibility of a data quality issue will be researched as well.

- *Church Outreach Event Update*

Tony Turnage presented the update, two meetings were held on the Eastern end of the county on August 2nd and 7th. A meeting for the Western end will be held at Sudley North on August 27th at 6:00p.m.

- *Annual Report*
The Homeless Services Division will complete a draft of the annual report by the end of September.

New Business

- *CoC Committee Structure Discussion*
Tony Turnage presented the proposed restructuring of the committees to help ensure greater use of members' time. PAR/DANA/CORE would fold into one committee with a name to be determined at a later date. PAR members will be allowed to operate as an independent entity within that committee to ensure no conflict of interest issues in the application and ranking processes. A motion was made to authorize the Governance Committee to review the CoC Committees structure and make amendments for the CoC to formally approve. 1) Allan Jones, 2) Lynn Fritts, CCoM opposed, PWC DSS Abstained, motion passes.
- *HMIS Administrator Update*
Alicia La Patra gave an update regarding trainings, upcoming system updates, and key points from training.
- *Point-in-Time Discussion*
The next PIT Count will be January 22, 2020. The numbers last year dropped but the discussion with homeless street advocates state that there are far more individuals than were counted. Tony Turnage proposed that DSS take the lead to work with certain outreach groups to form headquarters for the Eastern and Western ends of the county, geo tag known locations that homeless person reside and have PWC residents volunteer on the date of the count. A motion was made to propose that the CoC conduct the PIT to include volunteers to conduct the PIT survey on both the east and west ends of the county and that DSS will take the lead administratively in planning. 1)Allan Jones, 2) Lynn Fritts; all in favor the matter will be taken to the Governance Committee.
- *Draft Next Meeting Agenda*
Committee drafted the next meeting's agenda.

Adjourn

Meeting adjourned at 12:15 p.m.

**Next Meeting: September 17, 2019, 11:00 a.m.
McCoart Government Complex, Occoquan**



Program Analysis and Ranking Committee

Date: September 10, 2019
Time: 3:00 p.m.
Location: McCoart Government Complex, Cedar Run
Facilitator: Tony Turnage
Governance Representative: Tony Turnage

Meeting Summary

Voting Member Attendees

1. Catholics for Housing – Karen DeVito
2. Prince William County Department of Social Services – Tony Turnage
3. Prince William County Office of Housing and Community Development – David Watkins
4. Unsheltered Homeless Coalition – Dori Cook

Other Attendees

1. Prince William County Department of Social Services – Jennifer Jablonski
2. Prince William County Department of Social Service – Alicia La Patra

New Business

- *2019 HUD Application funding prioritization*
This was a closed-door meeting for PAR committee members involved in the 2019 HUD ranking and review process. Tony Turnage reviewed the status of the HUD Application and DMA joined by phone to review and answer questions regarding the funding priority recommendations developed and provided to the PAR committee members. DMA and DSS answered questions posed by the PAR committee members before DMA and DSS left to allow the PAR committee members to deliberate in private. DSS rejoined the meeting at the PAR Committee's indication that they had come to a decision. The PAR Committee indicated that they had selected Scenario 2 by consensus from those proposed to move forward to the CoC for final acceptance vote.

Adjourn

- Meeting adjourned at 4:13 p.m.

Next Meeting: TBD



Service Continuum Committee

Date: August 22, 2019
Time: 9:30 a.m.
Location: McCoart Government Complex, Powell's Creek A/B
Facilitator: Melonie Barrow
Governance Representative: Lula Kelly

Meeting Summary

Voting Member Attendees

1. Action in Community Through Service – Jeff Foy
2. Cooperative Council of Ministries – Jimmy Rogers
3. Northern Virginia Family Service – Michael-Sean Adams
4. Operation Renewed Hope Foundation – Katherine Skerl
5. Prince William County Department of Social Services – Melonie Barrow
6. StreetLight Community Outreach Ministries – Andrea Shaffner
7. The Church-God's Assembly – Maria Wells

Other Attendees

1. Easterseals Homeless Veteran Reintegration Program – Samuel Adams
2. Manassas City DSS – Jessica Moise
3. Northern Virginia Family Service – Katrina Soto
4. Prince William County Department of Social Services – Jennifer Jablonski
5. Prince William County Department of Social Services – Minerva Labrador

Old Business

New Business

- *City of Manassas CPS Presentation*
Jessica Moise conducted a presentation regarding the role and purpose of the City of Manassas CPS office. Also, there was a discussion of finding ways to partner and handouts were provided.
- *Shelter Length of Stay and moving households through the system*
Tabled for next meeting.
- *CoC Structure Discussion*
Melonie Barrow presented the proposed structure of the CoC. A motion was made for Service Continuum to adjust to once and month and to extend by one hour as well as ensuring due time was given to discuss veteran provider updates. 1) Michael-Sean Adams, 2) Maria Wells, CCoM Opposed, PWC DSS abstains, motion carries.

Adjourn

- Meeting adjourned at 11:07 a.m.

**Next Meeting: September 5, 2019, 9:30 a.m.
McCoart Government Complex, Powell's Creek A/B**



Service Continuum Committee

Date: September 5, 2019
Time: 9:30 a.m.
Location: McCoart Government Complex, Powell's Creek AB
Facilitator: Melonie Barrow
Governance Representative: Lula Kelly

Meeting Summary

Voting Member Attendees

1. Action in Community Through Housing – Lula Kelly
2. Feeding Friends-Gainesville United Methodist Church – Ann Rychlik
3. Northern Virginia Family Service – Michael-Sean Adams
4. Operation Renewed Hope Foundation – Katherine Skerl
5. Prince William County Department of Social Services – Melonie Barrow
6. StreetLight Community Outreach Ministries – Gabriele Tibbs

Other Attendees

1. Feeding Friends-Gainesville United Methodist Church – Teresa Belcher
2. Friendship Place – Gladys Dominguez
3. Friendship Place – Rachel Goodling
4. Northern Virginia Family Service – Kathy Bridgeman
5. Northern Virginia Family Service – Jolean Clapp
6. Prince William County Department of Social Services – Bibi Brown
7. Prince William County Department of Social Services – Jennifer Jablonski
8. Prince William County Department of Social Services – Tony Turnage
9. VES Easter Seals – Lewis Arnette
10. Virginia Department of Veteran Services – Ahime Harris
11. VOAC – Ambika Jammula
12. VOAC – Michele Porter Will

Old Business

- *Housing Location Services Update*
Melonie Barrow has met with ACTS to work out the formal process regarding the service and prioritization standards.

New Business

- *VHSP Funding and the Financial Form to be used to track expenditures*
Tony Turnage presented regarding the VHSP funding and announced there will be a tracking form sent out quarterly via google docs.

- *Veteran Updates*
Providers held open floor discussion regarding current Veteran cases.
- *Shelter Length of stay and moving households through the system*
Round table discussion took place regarding the extended length of stay in relation to the new policies and procedures and low barrier shelter. There were also discussion to consider a residency requirements for PWA.
- *Draft Next Meeting Agenda*
Committee drafted an agenda for the next committee's meeting.

Adjourn

- Meeting adjourned at 11:15 a.m.

**Next Meeting: September 19, 2019, 9:30 a.m.
McCoart Government Complex, Powell's Creek A/B**



Governance Committee

Elijah Johnson, Chair
Allan Jones
Lula Kelly
Randi Knights
Jacob Mosser
Tony Turnage

Governance Committee

Date: September 26, 2019
Time: 1:00 p.m.
Location: McCoart Government Complex, Potomac Room
Facilitator: Elijah Johnson

Meeting Summary

Voting Member Attendees

1. ACTS – Lula Kelly
2. City of Manassas Park Department of Social Services – Randi Knights
3. Mulligan Services – Allan Jones
4. Prince William County Department of Social Services – Tony Turnage
5. Prince William County Deputy County Executive – Elijah Johnson

Other Attendees

1. CCoM – Jimmy Rogers
2. Prince William County Department of Social Services – Jennifer Jablonski
3. Prince William County Department of Social Services – Alicia La Patra
4. Prince William County Department of Social Services – Courtney Tierney

Meeting called to order at 1:00 p.m.

Old Business

No old business was discussed at this meeting.

New Business

- *Approval of September 12, 2019, CoC Minutes*
Minutes Approved – 1) Randi Knights, 2) Allan Jones
- *Approval of Committee Summaries* – All Committee Reports approved – 1) Allan Jones, 2) Randi Knights
 - *CORE/DANA/PAR Merger Group Summary*
Governance Committee reviewed and discussed the meeting 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 summary

- *CoC Structure*
The structure was further discussed after feedback from discussion that took place in the CORE/DANA/PAR Merger group meeting. The matter will be taken back to the group for further discussion before moving forward.
- *Racial Disparity Presentation*
Alicia La Patra presented a presentation regarding Racial Disparity findings for the PWA CoC projects currently entering data into HMIS. Round table discussion took place regarding the findings and potential next steps.
- *DSS Lead Agency Update*
Tony Turnage presented the update for DSS.
- *CoC Bylaws Review and Revision*
Topic tabled for future discussion.
- *Develop and Approve CoC Agenda*
The Governance Committee developed the Agenda for the October 10, 2019, CoC Meeting. – 1) Lula Kelly, 2) Allan Jones

Adjourn

Meeting adjourned at 3:19 p.m.

**Next Meeting: October 24, 2019, 1:00 p.m.
McCoart Government Complex, Potomac Room**



CORE/DANA/PAR Merger Discussion Meeting

Date: September 12, 2019
Time: After CoC meeting; appx. 2:45 p.m.
Location: McCoart Government Complex, Powell's Creek A/B
Facilitator: Courtney Tierney
Governance Representative: Jacob Mosser

Meeting Summary

Voting Member Attendees

1. ACTS – Lula Kelly
2. Catholics for Housing – Karen DeVito
3. CCoM – Becki O'Loughlin
4. City of Manassas Park DSS – Randi Knights
5. Helping Neighbors in Need – Cheryl Reid
6. Independence Empowerment Center – Roberta McEachern
7. Mulligan Services, Inc. – Allan Jones
8. Northern Virginia Family Service – Kathy Bridgeman
9. Occoquan District BOCS – Jacob Mosser
10. Office of Housing and Community Development – David Watkins
11. Prince William County CSB – Lynn Fritts
12. Prince William County DSS – Tony Turnage
13. Saved Hands Foundation – Pam Wright
14. StreetLight Community Outreach Ministries – Rose Powers
15. Unsheltered Homeless Coalition – Dori Cook
16. VCE – Joanne Bilotta

Other Attendees

1. ACTS – Jeffrey Foy
2. CCoM – Jimmy Rogers
3. Prince William County DSS – Jennifer Jablonski
4. Prince William County DSS – Alicia La Patra
5. Prince William County DSS – Courtney Tierney

New Business

- *Background: Committee Consolidation*
 - The CoC recently examined the number of meeting and determined that a few committees could be combined which will reduce the frequency of meetings and combining of committees would create some efficiencies.
- *Purpose of Today's Meeting*
 - The purpose of this meeting is to determine a meeting time and start discussion of a name for the joined committee as well as review specific duties and current projects of the independent committees to be merged.
 - Concerns expressed: Losing specialization of membership for individual matters, HMIS/DANA overlap concerns, as well as retaining impartiality in the application review and ranking process were all discussed.
- *Meeting Date of the New Committee*

After round table discussion regarding the best time to meet to accommodate the largest number of members, a vote was put forward that the combined committee would meet directly after the CoC meeting on the second Thursday of each month. Voted for: 13, Voted Against: 1 (CFH), Abstained from the vote: 1 (DSS).
- *Other Key Discussions & Decisions:*
 - The PAR Standing Sub-Committee was established and members are expected to attend 80% of their time;
 - PAR Standing Sub-Committee will still meet on the 2nd Tuesday at 3pm.
 - Ad Hoc Committees do not require a quorum or 80% attendance requirement;
- *Develop a Name for the Committee*

Group members were asked to consider potential names for the merged committee and to email suggestions to DSS staff prior to the next meeting on October 10, 2019.
- *Review of specific Duties of existing Committees/Specific Projects for existing Committees*

Tony Turnage requested verbal summary that provided an overview of each committee's duties and responsibilities as well as special projects and events that are currently being worked on. Courtney Tierney summarized for CORE, Tony Turnage summarized for PAR, Allan Jones Summarized for DANA.

Adjourn

- Meeting Adjourned at 4:23p.m.

**Next Meeting: October 10, 2019, Approx. 2:45 p.m.
Chinn Park Regional Library, Community Room**