

July 8, 2021, CoC Packet

Prince William Area Continuum of Care

Agenda

Prince William Area Continuum of Care



Governance Committee

Elijah Johnson, Chair
Randi Knights
Crystal Pitt
Tony Turnage
Pamela Wright
Vacant

Prince William Area Continuum of Care (CoC)

Date: July 8, 2021

Time: 1:30 p.m.

Location: Virtual Meeting

Facilitator: Elijah Johnson, PWC Deputy County Executive

AGENDA

- Registration of Attendance
- Welcome and Introductions
- Approve June 10, 2021 CoC Meeting Minutes. **ACTION ITEM**
- Old Business
- New Business
 - Committee Reports: **ACTION ITEM**
 - Data and Needs Analysis (DANA) – Alicia LaPatra
 - Program Analysis and Ranking (PAR) – Oliver Reid
 - Service Continuum – Crystal Pitt
 - Governance – Serena Bermudez
- DSS Lead Agency Update - Tony Turnage
- Agency Spotlight – Virginia Employment Commission – Veteran Services (Serena Bermudez)
- Adjourn
- Announcements

**Next Meeting: Thursday, August 12, 2021, at 1:30 p.m.
Virtual – WebEx Meeting info to follow.**

Meeting Minutes

Prince William Area Continuum of Care



Prince William Area Continuum of Care (CoC)

Date: June 10, 2021
Time: 1:30 p.m.
Location: Virtual Meeting
Facilitator: Courtney Tierney, PWC DSS Director (alternate for Elijah Johnson)

Meeting Minutes

Voting Member Attendees

1. Action in Community Through Service – Darlene Robinson
2. Carried To Full Term – Francis Robin
3. Catholics for Housing – George Davies
4. Cooperative Council of Ministries – Becki O’Loughlin
5. Easterseals Homeless Veteran Reintegration Program – Lewis Arnette
6. Feeding Friends-Gainesville United Methodist Church – Ann Rychlik
7. Manassas City Department of Social Services – Michele Gehr
8. Manassas Park Department of Social Services – Randi Knights
9. Norther Virginia Family Service – Michael-Sean Adams
10. Operation Renewed Hope Foundation – April Ballard
11. Private Citizen – Karen DeVito
12. Prince William County Community Service – Lynn Fritts
13. Prince William County- OHCD – Joan Duckett
14. Serving Our Neighbors – Ann Rychlik
15. Streetlight Community Outreach Ministries – Rose Powers
16. The Church – God’s Assembly – Maria Wells
17. Virginia Cooperative Extension – Roslyn Giddens
18. Virginia Employment Commission – Serena Bermudez

Organizations with Voting Members not present

1. Good Shepherd Housing Foundation
2. Helping Neighbors-in-Need Outreach Center
3. Independence Empowerment Center
4. Manassas Church of Brethren
5. New Creatures-in-Christ Ministries, Inc.
6. Pathway Homes, Inc.
7. People Incorporated
8. Saved Hands Foundation
9. Unsheltered Homes Coalition

Other Attendees

1. Action in Community Through Service – Lisa Chill
2. Cooperative Council of Ministries – Brenda Via
3. Elect Ladies Transition Homes – Patricia Profit
4. Friendship Place – Brendan Rempert
5. Friendship Place – Athena Lemus
6. Northern Virginia Family Service – Mychal Tamillow
7. Prince Williams County Department of Social Services – Bibi Brown
8. Prince William County Department of Social Services – Duanchy Cayetano
9. Prince William County Department of Social Services – Dana Carey
10. Prince William County Department of Social Services – Tonya Golden
11. Prince William County Department of Social Services – Alicia LaPatra
12. Prince William County Department of Social Services – Kimberly Morales
13. Prince William County Department of Social Services – Oliver Reid
14. Prince William County/PFLAG Rep. – Jason Shriner
15. Prince William County/Office of Executive Management – Maria Burgos
16. PWC- OCJS – Mark Perez
17. Sentara – Glenn Sheffield
18. Streetlight Community Outreach Ministries – Gabriele Tibbs
19. Virginia Employment Commission – Lakia Graham

Welcome and Introductions

- Due to COVID-19, the meeting was held as a virtual conference call.
- The meeting was called to order at 1:34 p.m.

Minutes Approval

- CoC Minutes for May 13, 2021 were approved unanimously. 1) Lynn Fitts 2) Randi Knights
- An Amendment was made to modify the agenda to correct the date of the CoC minutes to April 8, 2021.

Old Business

- **Proposed Bylaw Changes**
 - Courtney Tierney announced the proposed Bylaw changes with the committee. *The DANA committee may elect a representative to the Governance Committee, if the representative is not from the same organization that represents the Service Continuum.*

A Motion was made to accept the Bylaw changes. Motion was approved unanimously. 1) Darlene Robinson 2) Maria Wells

New Business

- **Committee Reports:**
 - Data and Needs Analysis (DANA)
 - Alicia LaPatra reviewed the DANA committee report.
 - Program Analysis and Ranking (PAR)
 - Oliver Reid reviewed the PAR committee report.
 - Service Continuum
 - Oliver Reid reviewed the Service Continuum committee report.
 - Governance Committee
 - Serena Bermudez reviewed the Governance committee report.

FY21 QTR3 Provider Report Card

- Alicia reviewed the PRC with the committee (*attached*).

FY21 QTR3 Financial Report

- Dana Carey reviewed the financial report with the committee (*attached*).

DSS Lead Agency Update:

- New Positions
 - The Departments of Community Services (CS) and Social Services will hire two people to provide street outreach services in the Sudley corridor.
 - The two FTEs will be working together out of DSS Sudley North location
- Emergency Housing Vouchers
 - The Office of Housing and Community Development (OHCD) has 53 new Housing Choice Vouchers that are available to Prince William County, specifically for people who are currently homeless.
 - Homeless Services Division will be working with OHCD to standardize the process.
 - Homeless Services Division has requested 65 additional Housing Choice Vouchers, for a total of 118.
 -

Housing Board Committee

- The Housing Board committee is looking for a volunteer to join the Housing Board from the CoC committee.
- If interested in becoming a member or need more information, please contact Courtney Tierney via email at CTierney@pwcgov.org.

FY22 CoC Membership Registration

- The registration will be emailed to the CoC committee.
- The FY22 CoC Membership will begin on July 1, 2021, through June 30, 2022.

Agency Spotlight:

Marcus Alert - Heather Baxter, PWC Community Services

- Heather Baxter provided an overview presentation of the Marcus Alert (*attached*).

Adjourn

- Meeting adjourned at 2:43 p.m.

**Next Meeting: Thursday, July 8, 2021, 1:30 p.m.
Virtual – Meeting Info to Follow.**

Committee Summaries

Prince William Area Continuum of Care



Data and Needs Analysis Committee

Date: June 10, 2021

Time: 3:00 p.m.

Location: Virtual Meeting

Facilitators: Alicia La Patra & Samantha Biller

Governance Representative: Vacant

MEETING SUMMARY

Voting Member Attendees

1. April Ballard
2. Lynn Fritts
3. Lauren Leventhal
4. Crystal Pitt
5. Gabriele Tibbs

Other Attendees

1. Samantha Biller
2. Duanchy Cayetano
3. Tonya Golden
4. Alicia La Patra
5. Michael-Sean Adams
6. Katrina Soto
7. Mychal Tamillow

Welcome and Introductions

Old Business

- **Governance Representative**
 - The Governance Representative position will remain vacant until the proposed changes to the Bylaws have been approved by the CoC.
- **HMIS Manual Updates**
 - Alicia reviewed the HMIS Manual updates with the committee. (*attached*)
 - Alicia asked the committee to review the HMIS manual and provide feedback for the next DANA meeting.

New Business

- **Transition to Unit Manager**
 - The transition from ShelterPoint to Unit Manager in HMIS is on hold until further notice as per the HMIS vendor. Alicia will provide updates when they become available.

- **Annual HMIS Training**
 - Annual HMIS training registration has been sent out to Agency Administrators and has been posted under System News in HMIS
 - Providers are reminded this training is required for all users; users that neglect to complete this training will have their HMIS access suspended.
 - There will not be an additional training for Agency Administrators this year as they regularly attend the DANA Committee and the quarterly HMIS workshop.
 - HUD will release updated HMIS Data Standards in October 2021. Alicia will provide training to providers on these changes closer to the release date. The HMIS vendor must first update the system with these changes before training can be provided.

- **Reporting**
 - DHCD VHSP reports (the CAMS report as well as the ESG CAPER) are due 7/5/2021; Alicia confirmed with DHCD that our goal to complete these reports by 7/9/2021 is acceptable.
 - Providers may contact Will Kerner at DHCD with questions regarding these reports.
 - Alicia will be communicating upcoming report deadlines with providers soon; annual reports will also be covered during the July 2021 HMIS Workshop.

Adjourn

- Meeting adjourned at 3:28 p.m.

**Next Meeting: Thursday, July 8, 2021, at 3:00 p.m.
Virtual – Meeting Info to Follow.**



Program Analysis and Ranking Committee

Date: June 15, 2021
Time: 3 p.m.
Location: Virtual Meeting
Facilitator: Oliver Reid
Governance Representative: Oliver Reid

Meeting Summary

Voting Member Attendees

1. Dori Cook
2. George Davies
3. Karen DeVito
4. Oliver Reid
5. David Watkins

Other Attendees

1. Duanchy Cayetano
2. Alicia La Patra

Welcome and Introductions

Old Business: No old business was discussed.

New Business

HUD Project Scoring Tool Review

- Alicia La Patra reviewed the HUD Project Scoring Tool with the committee (*attached*).

A motion was made to adopt the new Scoring Tool with the proposed changes to use on the calendar year (1/1/2020 – 12/31/2020) rather than the fiscal year. Motion was approved unanimously. 1) Karen DeVito
2) David Watkins

Adjourn

- Meeting adjourned at 3:25 p.m.

**Next Meeting: Tuesday, July13, 2021, at 3 p.m.
Virtual – Meeting Info to Follow.**



Service Continuum Committee

Date: June 3, 2021
Time: 9:30 a.m.
Location: Virtual Meeting
Facilitator: Jeanine Gravette
Governance Representative: Crystal Pitt

Meeting Summary

Voting Member Attendees

1. Jessica Acuna
2. Tina Fisher
3. Lakeria Graham
4. Jeanine Gravette
5. Ahime Harris
6. Crystal Pitt
7. Anne Rychlik
8. Katherine Skerl
9. Gabriele Tibbs

Other Attendees

1. Bibi Brown
2. Latoya Eddie
3. Tonya Golden
4. Brendan Rempert
5. Michael-Sean Adams
6. Andrea Shaffner
7. Katrina Soto
8. Mychal Tamillow
9. Tony Turnage

Welcome and Introductions

Old Business

- No old business was discussed.

New Business Veterans Report

- Katherine Skerl – Operation Renewed Hope Foundation (ORHF) made the following announcements.
 - The By-Name List (BNL) was emailed to the committee and Veteran providers. Updates and additions are made throughout the month.
 - The SSVF providers and related Veteran organizations meet every three weeks or more depending upon the client activity to discuss cases and match vouchers.
 - There has been an increase in the number of individuals identifying as a veteran and not having any supporting documentation.
 - Veteran status and eligibility can be verified with the persons full name, date of birth and social security number. A copy of the individuals DD214 can be requested at www.va.gov.
 - Brendan Rempert- Friendship Place makes referrals to the Energy Share Program that provides a \$500 credit to utility accounts for eligible Veterans. If you need more information regarding the program, please email Brendan Rempert at bremper@friendshipplace.org

Case Manager Training

- There are two upcoming trainings being offered by C4 Innovations on June 16th from 2:00 to 4:00 p.m. and June 29th from 2:00 to 4:00 p.m. If you are interested or know of anyone who is interested in the training, please submit their name and email address to Duanchy Cayetano at dcayetano@pwcgov.org

Additional Training

- There are two additional trainings sometime in July on Facilitating Motivational Conversations and Challenges in Providing Case Management.
- Jeanine will provide details on the additional trainings when available.

Emergency Housing Vouchers

- Tony Turnage elaborated on the Emergency Housing Choice Vouchers and discussed the following:
 - The Office of Housing and Community Development (OHCD) has 53 new Housing Choice Vouchers that are available to Prince William County, specifically for people who are currently homeless.
- What is the policy for accepting clients into the Choice Housing Vouchers? Tony made the following suggestions to the committee:
 - The same utilization process used for Rapid Re-housing should be followed when processing the Choice Housing vouchers.
 - Paper referral documentation will be made available for clients living in encampment.
- Homeless Services Division has requested 65 additional Emergency Housing Choice Vouchers.

A Motion was made to modify the agenda to add the Emergency Housing Voucher. Motion was approved ominously. 1) Lokia Graham 2) Ann Rychlik

Meeting adjourned at 10:11 a.m.

**Next Meeting: Thursday, July 1, 2021, at 9:30 a.m.
Virtual – Meeting information to follow.**



Governance Committee

Date: June 27, 2021
Time: 1:00 p.m.
Location: Virtual Meeting
Facilitator: Tony Turnage, Assistance Director of Homeless Services - PWC DSS

Elijah Johnson, Chair
Michele Gehr
Crystal Pitt
Tony Turnage
Pamela Wright
Vacant

Meeting Summary

Voting Member Attendees:

1. Serena Bermudez
2. Michele Gehr
3. Crystal Pitt

Other Attendees:

1. Duanchy Cayetano
2. Jeanine Gravette
3. Oliver Reid

Welcome and Introductions

Meeting called to order: Tony Turnage at 1:01 p.m.

Approval of June 10, 2021, CoC Meeting Minutes.

- **Approval of CoC Minutes** – June 10, 2021, CoC Minutes approved: 1) Michele Gehr 2) Crystal Pitts

Approval of Committee Summaries

- Data and Needs Analysis (DANA) Committee
 - Tony Turnage reviewed the DANA summary.
- Service Continuum Committee
 - Crystal Pitt reviewed the Service Continuum summary.
- Program Analysis and Ranking (PAR)
 - Oliver Reid reviewed the PAR summary.

A Motion was made to accept the committee summaries as submitted. Motion was approved unanimously.
1) Michele Gehr 2) Crystal Pitt

DSS Lead Agency Update:

- Tony Turnage presented the DSS Lead Agency Update.
- Coordinated Entry Manual Update
 - Jeanine Gravette reviewed the three high level changes to the Coordinated Entry Manual with the committee. *(See attached)*
 - Tony Turnage suggested clearer language be written on how the beds are being managed in Rapid Re-housing and Permanent Supportive.
- Homeless Transportation Assistance
 - Since transportation funds were underspent, Homeless Services has made changes to better utilize the funding. The following changes were made.
 - All shelter programs have access to the funding directly and other programs can access via CES.
- Public Input Session Update (June 9, 2021)
 - The Input session was well attended with over 100 people.
 - Community members represented those for and against the Navigation Center.
 - More information will be provided on the Homeless Navigation Center for the Western end when it becomes available.
- Emergency Housing Vouchers
 - The Office of Housing and Community Development (OHCD) has 53 new Housing Choice Vouchers dedicated to persons who are homeless.
 - 65 additional Housing Choice Vouchers have been requested for a total of 118.
 - The Office of Housing and Community Development will go before The Board of County Supervisor on July 13, 2021.
 - Homeless Services Division is finalizing the process to include the following:
 - Finalizing the referral process.
 - Getting feedback from Homeless Providers.
 - Establishing a how to apply sometime in July.
 - Referral process will include a paper version.

Develop and Approve CoC Agenda

- The Committee developed and approved the CoC Agenda.

A Motion was made to adjourn the meeting. Motion was approved unanimously. 1) Michele Gehr
2) Serena Bermudez

Adjourn

- Meeting adjourned at 2:07 p.m.

**Next Meeting: Thursday, July 22, 2021, at 1:00 p.m.
WebEx – Meeting Info to Follow**