

May 09, 2019, CoC Packet

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Prince William Area Continuum of Care

# Agenda

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Prince William Area Continuum of Care



## Prince William Area Continuum of Care (CoC)

**Date:** May 09, 2019

**Time:** 1:30 p.m.

**Location:** Development Services Building, 202 A/B

**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### AGENDA

- Registration of Attendance
- Welcome and Introductions
- Approve April 11, 2019, CoC Meeting Minutes **ACTION ITEM**
- Old Business
- New Business **ACTION ITEM**
  - *Committee Reports:*
    - Community Outreach and Relationship Engagement (CORE)
    - Data and Needs Analysis (DANA)
    - Program Analysis and Ranking (PAR)
    - Service Continuum
    - Governance
  - *PAR Recommendation for CoC 2019 Bonus* **ACTION ITEM**
  - *DSS Lead Agency Update*
  - *CoC Spotlight – U.S. Census: Brian Engelmann- PWC Demographer*
- Adjourn

Announcements

**Next Meeting: June 13, 2019, 1:30 p.m.  
Development Services Building, Room 202 A/B**

# Meeting Minutes

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Prince William Area Continuum of Care

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## Prince William Area Continuum of Care (CoC)

**Date:** April 11, 2019  
**Time:** 1:30 p.m.  
**Location:** Development Services Building, 202 A/B  
**Facilitator:** Elijah Johnson

### Meeting Minutes

#### Voting Member Attendees

1. Action in Community Through Service – Lula Kelly
2. Catholics for Housing, Inc. – Karen DeVito
3. City of Manassas Department of Social Services – Ronald King
4. City of Manassas Park DSS – Randi Knights
5. Cooperative Council of Ministries – Becki O’Loughlin
6. Feeding Friends – Ann Rychlik
7. Mulligan Services, Inc. – Allan C. Jones
8. Northern Virginia Family Service – Kathy Bridgeman
9. Operation Renewed Hope Foundation – April Ballard
10. Pathway Homes, Inc. – Sherry Meyers
11. Prince William County Community Services Board – Lynn Fritts
12. Prince William County Department of Social Services – Tony Turnage
13. Prince William County Office of Housing and Community Development – Joan Duckett
14. Saved Hands Foundation – Pamela Wright
15. StreetLight Community Outreach Ministries – Rose Powers
16. Unsheltered Homeless Coalition – Dori Cook
17. Virginia Cooperative Extension, Prince William – Anita Eggleton
18. Virginia Employment Commission – Serena Bermudez

#### Organizations with Voting Members not present

1. Elect Ladies Transitional Home
2. Elnora Foundation, Inc.
3. Independence Empowerment Center
4. Ministries, Inc. Helping Neighbors-in-Need Outreach
5. Occoquan District Supervisor’s Office
6. The Church – God’s Assembly
7. Virginia Employment Commission

### **Other Attendees**

1. Catholic Charities – Veronica Roth
2. Cooperative Council of Ministries – Jimmy Rogers
3. Feeding Friends – Teresa Belcher
4. Good Shepherd Housing Foundation – Patricia Johanson
5. Legal Services of Northern VA – Kaitlin Walker
6. Opportunities, Alternatives, and Resources (O.A.R.) – Cindy Montalvan
7. Pathway Homes, Inc. – Michelle Halcombe
8. Prince William County Department of Social Services – Melonie Barrow
9. Prince William County Department of Social Services – LoToya Bass
10. Prince William County Department of Social Services – Bibi Brown
11. Prince William County Department of Social Services – Jennifer Jablonski
12. Prince William County Department of Social Services – Minerva Labrador
13. Prince William County Department of Social Services – Alicia La Patra
14. Prince William County Department of Social Services – Marion Silas
15. Prince William County Department of Social Services – Courtney Tierney
16. Prince William County Office of Criminal Justice Services- Rebecca Polaski
17. Prince William County Police Department – Dawn Harman
18. Sentara Hospital– Glenn Sheffield
19. StreetLight Community Outreach Ministries – Gabriele Tibbs
20. Year Up – Deidra Anderson

### **Meeting called to order at 1:31 p.m.**

- *Meeting called to order by Elijah Johnson*
- *Introduction of meeting attendees*

### **Minutes Approval**

- *Minutes were approved for March 14, 2019: 1) Roberta McEachern, 2) Allan Jones.*

### **Old Business**

*No old business was discussed at this meeting.*

### **New Business**

- *Committee Reports were approved – 1) Kathy Bridgeman, 2) Lynn Fritts.*
  - Community Outreach and Relationship Engagement (CORE)
  - Data and Needs Analysis (DANA)
  - Program Analysis and Ranking (PAR)
  - Service Continuum
  - Governance
- *PAR Committee Recommendations for CoC Bonus Funding Priorities*

LoToya Bass presented the PAR committee recommendation to the CoC. The HUD NOFA (Notice of Funding Availability) has not been released at this time, the recommendation is in anticipation of the HUD NOFA release based on the content of previous years' content. The PAR recommendation is for the potential Permanent Housing Bonus to focus solely on Permanent Supportive Housing and Domestic Violence project if funding is available. The process and detailing of specific qualifiers and definitions were provided to the CoC. A motion to approve the recommendation from PAR to focus on PSH as well as DV funding if available in anticipation HUD NOFA is released was put forward. 1) Allan Jones, 2) Lynn Fritts, none opposed, NVFS abstained.

- *DSS Lead Agency Update*

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

- ✓ CoC Leadership Part II training is being planned for May and the dates are being finalized.
- ✓ For the 2019 HUD Application Diana T. Meyers and Associates has been selected as the grant consultant for CoC HUD Applications process.
- ✓ CoC Grant application “How-To-Apply” sessions are scheduled for April 15, 2019.
- ✓ The new HMIS Administrator, Alicia La Patra, started on March 25, 2019.
- ✓ The 2019 PIT numbers were presented to the CoC and handouts were provided.
- ✓ The 2020 census is an opportunity to work together with street outreach programs to coordinate efforts to count persons in PWA. More information will be sent out as it becomes available.
- ✓ The CoC annual registration for FY2020 will be released at the next CoC meeting. Registration form will be due to DSS by June 13, 2019.
- ✓ IT Programming, SA Group, breakfast services by OASIS a local non-profit will be offered twice a month, and Opportunities, Alternatives, and Restoration & Restoration (OAR) will provide onsite services at the Drop-In Center for unsheltered homeless persons.
- ✓ Coordinated Entry System welcomes a new full time I&R Specialist, Marion Silas to the team. The RRH referral process continues to improve via the weekly conference calls. Homeless Services Staff with the Service Continuum Committee are working to update the CES policies.
- ✓ Hilda Barg Homeless Prevention Center renovations are coming together and new programming includes onsite mental health services from CSB and onsite employment services from the Skill Source.
- ✓ The Homeless Services Division is in the process of arranging Boundaries Training for Hilda Barg Residential Assistants that will be facilitated by the NVFS Therapist.

- *Announcement*

Courtney Tierney announced celebrating CES on their one year anniversary as well as noting appreciation for Ron King ahead of his upcoming retirement.

- *CoC Spotlight- LGBTQIA+ Training*

LoToya Bass facilitated the CoC-at-large in LGBTQIA+ awareness training. The training included an informational video, a group engagement activity, federal regulations, fair housing requirements, best practices for service delivery, and appropriate titles/labels for the LGBTQIA+ community.

### **Adjourn**

- Meeting adjourned at 2:50 p.m.

**Next Meeting: May 09, 2019, 1:30 p.m.  
Development Services Building, 202 A/B**

# Committee Summaries

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Prince William Area Continuum of Care





## Community Outreach and Relationship Engagement Committee

**Date:** April 11, 2019  
**Time:** After CoC meeting  
**Location:** Development Services Building, 202 A/B  
**Facilitator:** Courtney Tierney  
**Governance Representative:** Jacob Mosser

### Meeting Summary

#### Voting Member Attendees

1. Action in Community Through Service – Jeff Foy
2. City of Manassas Park DSS – Kofi Djanphie
3. Cooperative Council of Ministries – Becki O’Loughlin
4. Mulligan Services, Inc. – Allan C. Jones
5. Northern Virginia Family Service – Kathy Bridgeman
6. Occoquan District Supervisor’s Office – Jacob Mosser
7. Saved Hands Foundation – Pamela Wright
8. Virginia Cooperative Extension, Prince William – Anita Eggleton

#### Other Attendees

1. Cooperative Council of Ministries – 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 – Tony Turnage

#### **Old Business**

- *Video Update*  
Courtney Tierney, Allan Jones, and Tony Turnage met with PWCS staff. There is an active TV production program and the project will be put forward to the program to potentially undertake during the upcoming school year. The potential also exists to utilize a tech program to develop an app.
- *Update on CCoM and Data*  
Kathy Bridgeman presented the draft google form for collecting information. CCoM concerns about collecting data were discussed. The matter will be explained further to the CCoM via their CORE rep at their meeting on April 13. Jacob Mosser presented the draft letter to the Faith-based community and suggestions for edits were made.
- *Regroup on Outreach*  
Courtney Tierney will present a draft letter to solicit membership/partnership to CORE members before the next meeting.

**New Business**

- *Draft CORE Agenda*

The committee developed a draft agenda for the next meeting.

**Adjourn**

- Meeting adjourned at 3:53 p.m.

**Next Meeting: May 9, 2019, Approx. 2:45 p.m.  
Development Services Building, 202 A/B**



## Data and Needs Analysis Committee

**Date:** April 16, 2019  
**Time:** 11:00 a.m.  
**Location:** McCoart Government Complex, Cedar Run  
**Facilitator:** LoToya Bass  
**Governance Representative:** Allan Jones

### Meeting Summary

#### Voting Member Attendees

1. Good Shepherd Housing Foundation - Elizabeth Funes
2. Northern Virginia Family Service – Andrew Beverage
3. Pathway Homes, Inc. – Lauren Leventhal
4. Prince William County Community Services – Lynn Fritts
5. Prince William County Department of Social Services – LoToya Bass

#### Other Attendees

1. Action in Community Through Service – Jeff Foy
2. Prince William County Department of Social Services– Jennifer Jablonski
3. Prince William County Department of Social Services – Tony Turnage

#### **Old Business**

- *Racial Disparity*  
The notes from last meeting will be reviewed to confirm the assessment time period. The HMIS Administrator will begin pulling data in preparation for the next DANA committee meeting. The committee determined by consensus, HUD Tool will not be used for the assessment due to the data within the tool being significantly outdated and not reflective of Prince William Area current demographics.

#### **New Business**

- *PIT Update*  
The PIT count data was presented at the April 11th CoC meeting. LoToya Bass spoke to the quality of this year's PIT count. Planning for the PIT Count needs to start earlier and work needs to be done to change the message and culture that has developed regarding camp closures. The committee discussed outreach at length. The idea for a meet and greet event focusing on the efforts of all outreach providers was reintroduced and Jeff Foy will bring back to the CORE Committee.

- *New HMIS Administrator*  
The new HMIS Administrator has started. There has been a recognized need for training and upcoming will be a 2 day data clean up and administrator training event. Ongoing training dates are being finalized and will be posted soon. Alicia La Patra has already created a web based online training which will be released at a later date. Alicia La Patra will be meeting with organizations to assess HMIS needs for each organization.
- *Report Card Quarter 1 & 2 Comparison Discussion*  
Tony Turnage presented the Quarter 2 presentation including the Quarter 1 & 2 comparison to the committee. Round table discussion took place and the report was decided good to move forward to governance by consensus. A reminder request was given to the committee to ensure that data is being thoroughly reviewed prior to submission to DSS.
- *Develop the next meeting's agenda*  
Committee drafted the next meeting's agenda.

### **Adjourn**

Meeting adjourned at 12:22 p.m.

**Next Meeting: May 21, 2019, 11:00 a.m.  
McCoart Government Complex, Cedar Run**



## Program Analysis and Ranking Committee

**Date:** April 9, 2019  
**Time:** 3:00 p.m.  
**Location:** McCoart Government Complex, Cedar Run  
**Facilitator:** Tony Turnage  
**Governance Representative:** LoToya Bass

## Meeting Summary

### Voting Member Attendees

1. Catholics for Housing – Karen DeVito
2. Prince William County Department of Social Services – LoToya Bass
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 Services – Alicia La Patra
3. Prince William County Department of Social Services – Marion Silas

### **Old Business**

- *Grant Expenditure Report*  
LoToya Bass will finalize the report and distribute to the committee.

### **New Business**

- *Finalize funding considerations*  
Committee finalized previously suggested funding priorities to present at the April CoC meeting.
- *Consultant Update for application tool*  
LoToya Bass presented the application tool for the committee. Review, discussion, and revision took place and the document was amended and approved by consensus.

### **Adjourn**

- Meeting adjourned at 4:33 p.m.

**Next Meeting: May 14, 2019, 3:00 p.m.  
McCoart Government Complex, Cedar Run Room**



## Service Continuum Committee

**Date:** April 4, 2019  
**Time:** 9:30 a.m.  
**Location:** McCoart Government Complex/Cedar Run  
**Facilitator:** Melonie Barrow  
**Governance Representative:** Lula Kelly

## Meeting Summary

### Voting Member Attendees

1. Action in Community Through Service – Lula Kelly
2. Feeding Friends (GUMC) – Teresa Belcher
3. Northern Virginia Family Service – Michael-Sean Adams
4. Prince William County Department of Social Services – Melonie Barrow
5. The Church-God’s Assembly – Maria Wells
6. Virginia Employment Commission – Serena Bermudez

### Other Attendees

1. Department of Veteran Services – Ahime Harris
2. Friendship Place – Gladys Dominguez
3. Northern Virginia Family Service – Widely
4. Northern Virginia Family Service – Allison Collazo
5. Northern Virginia Family Service – Courtney McGhee
6. Northern Virginia Family Service – Milton Rodriguez
7. Northern Virginia Family Service – Katrina Soto
8. Prince William County Department of Social Services – Bibi Brown
9. Prince William County Department of Social Services – Jennifer Jablonski
10. Prince William County Department of Social Services – Alicia La Patra
11. Prince William County Department of Social Services – Marion Silas
12. Streetlight Community Outreach Ministries – Andrea Shaffner
13. Veteran Affairs – Ahmadu Jalloh
14. Veteran Affairs – Kyla Payne
15. Volunteers of America, Chesapeake, Inc. SSVF Veteran Services – Michele Porter

### **Old Business**

*No Old Business was discussed at this meeting.*

### **New Business**

- *Veteran’s Report*  
Providers held open floor discussion regarding current Veteran cases.

- *CES Policy and Procedures Review and Revision*  
The committee continued to review, discuss, and revise the CES Policy and Procedures Document.
- *Unsheltered Safety Wear*  
This item has been tabled for future discussion.

**Adjourn**

- Meeting adjourned at 10:33 a.m.

**Next Meeting: April 18, 2019, 9:30 a.m.  
McCoart Government Complex, Cedar Run**



## Service Continuum Committee

**Date:** April 18, 2019  
**Time:** 9:30 a.m.  
**Location:** McCoart Government Complex/Cedar Run  
**Facilitator:** LoToya Bass  
**Governance Representative:** Lula Kelly

### Meeting Note

- There was not a quorum for the scheduled April 18, 2019, Service Continuum committee meeting. Due to the lack of a quorum there is no official summary for the April 18, 2019, meeting.
- *CES Policy and Procedures Review and Revision*  
The committee continued to review, discuss, and revise the Policy and Procedures Document.

**Next Meeting: May 2, 2019, 9:30 a.m.**  
**McCoart Government Complex, Cedar Run**





## Governance Committee

LoToya Bass  
Elijah Johnson, Chair  
Allan Jones  
Lula Kelly  
Ronald King  
Jacob Mosser

## Governance Committee

**Date:** April 25, 2019  
**Time:** 1:00 p.m.  
**Location:** McCoart Government Complex, Potomac Room  
**Facilitator:** Elijah Johnson

## Meeting Summary

### Voting Member Attendees

1. Action and Community Through Service – Lula Kelly
2. City of Manassas Department of Social Services – Ronald King
3. Mulligan Services – Allan Jones
4. Prince William County Department of Social Services – LoToya Bass
5. Prince William County Deputy County Executive – Elijah Johnson

### Other Attendees

1. Cooperative Council of Ministries – 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 1:02 p.m.**

### **Old Business**

*No old business was discussed at this meeting.*

### **New Business**

- *Approval of April 11, 2019, CoC Minutes*  
Minutes Approved – 1) Allan Jones, 2) Ron King
- *Approval of Committee Summaries* – All Committee Reports approved – 1) Ron King, 2) Allan Jones
  - *CORE Committee Summary*  
Governance Committee reviewed and discussed the CORE Committee 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
- *DSS Lead Agency Update*  
LoToya Bass presented the update for DSS.

- *Develop and Approve CoC Agenda*  
The Governance Committee developed the Agenda for the May 9, 2019, CoC Meeting. – 1) Allan Jones, 2) Ron King
- *CoC Bylaws Review and Revision*  
The Governance Committee continued the annual review of the CoC Bylaws and will continue review and revision of the document at next month's meeting. Sub Committees will be tasked with reviewing their own sections of the document.

**Adjourn**

Meeting adjourned at 2:59 p.m.

**Next Meeting: May 23, 2019, 1:00 p.m.  
McCoart Government Complex, Potomac Room**