

Southeastern Virginia Homeless Coalition

MINUTES

Meeting date | time 6/1/2017 1:00 PM | **Meeting location** The Planning Council, Norfolk, VA

Type of meeting Executive Committee

Attendees

Stacie Walls- Beegle, ACCESS	John Guglielmino, Norfolk OTEH
Juanita Dowdy, ForKids	Sharon Waters, STOP Inc.
Sarah Johnson, ForKids	Angela Kellam, The Planning Council
Carolsue McGehee, Norfolk CSB	Maddi Zingraff, The Planning Council
Pam Wong, NDHS - HART	Yilla J. Smith, The Planning Council
Heather Barker, NDHS – HART	Julie Dixon, The Planning Council
John Boylan, Norfolk OTEH	Hugo Elfinstone, Virginia Supportive Housing
Mike Wasserberg, Norfolk OTEH	Kristen Pine, YWCA - SHR

AGENDA ITEM	DISCUSSION	ACTION ITEM(S)
Minutes	Members reviewed the minutes from May 4, 2017.	Minutes were approved with one noted amendment: Move part of the HMIS report to the SCC-Families report.
SCC Singles	The Committee submitted a draft proposal which outlined the procedure for making referrals to NRHA for openings at Church Street Station. The Committee is working to submit as many eligible applications as possible, as the waitlist will be open to the community if the SVHC does not fill the vacancies. The Committee also formalized a policy requiring referring agencies to provide all paperwork for a referral to the receiving agency within seven days. If all documentation is not provided in the time frame required, the referral must be brought back to the table for discussion.	The Executive Committee voted to approve the SCC-S NRHA SRO Candidate Selection Process proposal with the noted amendment to utilize this process for all SRO vacancies.

	<p>The Office to End Homelessness is receiving referrals from the Hotline, however multiple clients state they already have referrals to programs, resulting in client reluctance to connect with outreach. For Kids will close PSH and TH programs on the Hotline so they are not available as a referral option.</p>	<p>Members motioned and approved that all Permanent Supportive and Transitional Housing will only accept referrals through Service Coordination.</p>
SCC - Families	<p>The Committee is still working to place all households seeking housing on the registry. Some programs still need training on HMIS entry.</p>	
Program Monitoring Committee	<p>Executive Committee members discussed if the CoC Scorecard should be approved by the Executive Committee or the Program Monitoring Committee for use during funding applications. Currently, three steps for program evaluation include the peer review process, the CoC Scorecard, and the adoption of the ranking order from the General Membership.</p> <p>The VHSP renewal application was submitted by the May 24th deadline for level funding. The meeting scheduled for Tuesday, June 6th to discuss the VHSP ranking process should the CoC not receive level funding will be expanded to include PMC.</p>	<p>It was motioned and approved that the Program Monitoring Committee will present a process for approval.</p> <p>Any documents created on behalf of the SVHC will be brought to the Executive Committee prior to submission.</p>
Data Collection Committee	<p>No new report.</p>	
System Redesign Committee	<p>Members discussed how to integrate participants from the Stakeholder Meeting and keep them engaged while working on SVHC structure. The attendees will be invited to the June General Membership Meeting and will be asked to participate in two subcommittees; however, members all noted that stakeholders would like to focus on things other than CoC functions.</p> <p>The Committee will work to draft the new Bylaws. Subcommittees will report out at the August Executive Committee meeting on their action steps taken.</p>	<p>A workgroup lead by A. Kellam and J. Boylan will work to create an orientation process for stakeholders.</p>

NEXT MEETING: THURSDAY, JULY 6, 2017 AT 1:00 P.M.