

Southeastern Virginia Homeless Coalition (SVHC)  
 Program Monitoring Committee Meeting Minutes  
 March 22, 2017  
 The Planning Council

Attendees	Stacie Walls-Beegle, ACCESS AIDS Vanessa Larkin, ACCESS AIDS Sam O'Neil, Commonwealth Catholic Charities Juanita Dowdy, ForKids, Inc. Delia Johnson, ForKids, Inc. Meg Honan, NCSB Kim Lombart, Norfolk DHS - HART Heather Barker, Norfolk DHS - HART	Mike Wasserberg, OTEH Alicia Mathews, St. Columba Tiffany Fuller, STOP, Inc. Marleisa Montgomery, The Genieve Shelter Julie Dixon, The Planning Council Maddi Zingraff, the Planning Council Sharonita Cousin, Virginia Supportive Housing Sequoia Owen, YWCA Kristen Pine, YWCA
AGENDA ITEM	DISCUSSION POINTS	
MINUTES	Minutes from the meeting held on February 22, 2017 were reviewed by members and approved by majority vote as written.	
COMMITTEE UPDATES	<p>SCC Singles</p> <ul style="list-style-type: none"> <li>• The Committee is working to scrub the list of persons who may have been housed or who no longer need services. The waitlist for Permanent Supportive Housing is still outgrowing the number of available vacancies.</li> </ul> <p>SCC Families</p> <ul style="list-style-type: none"> <li>• The Committee is having difficulty identifying chronic families to refer for designated Permanent Supportive Housing vacancies, as the majority of households fall just short of meeting the new chronic definition, or there are issues with documenting all episodes of homelessness. The Committee put forth a recommendation that members work to identify a chronic family for 3 meetings, or 45 days to make sure all households are adequately surveyed. HUD guidance does not recommend holding a unit open for a chronic households; the Program Monitoring Committee (PMC) agreed that 45 days is too long to hold a unit open. The PMC recommended that Permanent Supportive Housing providers notify SCC-Families via the Daily Vacancy Report ahead of time when a unit will become available so that it will be distributed electronically prior to SCC-F meetings. SCC-Families will then attempt to make a referral to chronic PSH vacancies within 15 days. All members approved the following motion with the noted change: If no eligible chronically homeless family can be identified within 15 days, a family may be selected at the next SCC-Families committee. The Committee also needs to seek guidance from the Executive Committee regarding moving families from Transitional Housing into PSH placements that are not dedicated as chronic, and if families can be moved into chronic or non-chronic units. The Planning Council will look into scheduling a documentation of homelessness training.</li> </ul>	
VHSP QUARTERLY UPDATES	<ul style="list-style-type: none"> <li>• The Planning Council             <ul style="list-style-type: none"> <li>○ Rapid Re-Housing: Served 32 households (36 individuals); expended 59% of funding. 5 households exited to owning/renting without a subsidy.</li> <li>○ Prevention: Served 31 households (86 individuals). 19 households have exited to housing without a subsidy; 7 households exited to owning/renting with a subsidy. Prevention will end this quarter. Both programs will exceed the goal of number of households served. The CoC needs to determine from where prevention will prioritize accepting clients.</li> </ul> </li> <li>• ACCESS             <ul style="list-style-type: none"> <li>○ Rapid Re-Housing: No clients served. The program just hired a new outreach worker.</li> <li>○ Prevention: Served 7 households. Currently underspent, but 10 households are waiting for housing. The agency is considering roommate situations to help clients reach self-sufficiency.</li> </ul> </li> <li>• ForKids             <ul style="list-style-type: none"> <li>○ Emergency Shelter: Served 31 households (38 adults, 56 children, 94 individuals total). 27 households exited; 3 did not exit to Permanent Housing.</li> </ul> </li> </ul>	

	<p>The program has exceeded the goal for numbers served and is on target with spending. Hotel money is fully expended in Chesapeake and Western Tidewater; community funds are currently used to provide shelter. Haven House currently has an average length of stay of 41 days; now at 35 days for January and February. Not all clients originate from the SVHC; all clients come from Haven House.</p> <ul style="list-style-type: none"> <li>○ Rapid-Rehousing: Served 121 households; 29 households exited with 25 going to Permanent Housing. The program has an average length of stay of 7.33 months and has surpassed the goal of numbers served.</li> <li>● YWCA       <ul style="list-style-type: none"> <li>○ Rapid-Rehousing: Served 22 households (63 individuals). 17 individuals exited; 14 went to Permanent Housing. At the end of the 2<sup>nd</sup> quarter, 50% of program funds were expended. The program goal is to serve 31 households by the end of the year.</li> </ul> </li> <li>● STOP, Inc.       <ul style="list-style-type: none"> <li>○ Rapid-Rehousing: STOP received \$50,112 in allocated funds. \$10,676.33 was given to case management in January, leaving \$39,435.67 in client aid. 17 households have been accepted into the program; 9 households have been housed. The program has a goal of serving 15 households and anticipates surpassing the goal.</li> </ul> </li> </ul> <p>Members agreed that all funded agencies, not just those that receive VHSP funding, should provide report outs due to the history of deobligated funds. The Committee will aim to have programs report out semiannually based on the grant start date.</p>
VHSP RENEWAL PROCESS	<p>The CoC will participate in the VHSP renewal process for 2017-2018. The Committee discussed the use of Supplemental Applications versus conducting an annual review. Each program is currently on target to expend funds and to meet the goals identified when applying for the funding. The renewal process is not competitive; agencies will only submit their budget. The Committee discussed identifying priorities for the CoC via a prioritization setting session. At the next Program Monitoring meeting, funded agencies should come with an annual plan for what they expect to do next year. The Committee will also submit a formal request to the Executive Committee to plan the prioritization setting process. The Committee concluded that they will conduct an annual review for renewal process for VHSP funding; supplemental applications will not be used.</p>
SVHC SYSTEM REDESIGN	<p>The Committee is currently awaiting the voting results regarding the adoption of the HUD Conflict of Interest policy and the proposed new meeting attendance policy for funded agencies. The Committee is discussing who the CoC should request participate on the governing board. The SVHC Stakeholder meeting will be held May 5<sup>th</sup>. Suzanne Wagner will facilitate the discussion.</p>
FAMILY SHELTER DISCUSSION	<p>Multiple Committees within the CoC have been addressing the Emergency Overnight (ERO) process and how ERO is available to households in the Continuum as well as in the region. At last Regional Task Force meeting, the members determined that the family shelter conversation cannot happen regionally until each Continuum discusses how it will address family homelessness. Program Monitoring Committee members agreed that this discussion will continue at the Executive Committee meetings.</p>
COC SCORECARD REVIEW PROCESS	<p>Members received copies of the current SVHC CoC Scorecard and a CoC-wide APR for review. The Planning Council will schedule a meeting in conjunction with the Greater Virginia Peninsula Homelessness Consortium to enable like program types to review which data points should remain on the Scorecard, which data points should be removed, and if any new data points should be included on the revised Scorecard.</p>
UPDATES AND ANNOUNCEMENTS	<p>Next meeting – April 26, 2017</p>