

Southeastern Virginia Homeless Coalition (SVHC)
 Program Monitoring Committee Meeting Minutes
 April 26, 2017
 The Planning Council

Attendees	Vanessa Larkin, ACCESS AIDS Sam O'Neil, Commonwealth Catholic Charities Juanita Dowdy, ForKids, Inc. Delia Johnson, ForKids, Inc. Meg Honan, NCSB Carolsue McGehee, NCSB Martine Mirpun, HRCHC Kim Lombart, Norfolk DHS - HART	John Boylan, OTEH Alicia Mathews, St. Columba Krystal Gary, The Genieve Shelter Julie Dixon, The Planning Council Yilla J. Smith, the Planning Council Sharonita Cousin, Virginia Supportive Housing Sequoia Owen, YWCA
AGENDA ITEM	DISCUSSION POINTS	
MINUTES	Minutes from the meeting held on March 22, 2017 were reviewed by members and approved by majority vote as written.	
COMMITTEE UPDATES	<ul style="list-style-type: none"> • SCC Singles - No Update provided. • SCC Families - Working on implementing a 90 day pilot to establish a families housing registry in HMIS. • Executive Committee- discussed the use of HMIS to develop a families housing registry process, established a draft format for the May 5, 2017 SVHC Stakeholders meeting, and discussed the issue of shelter capacity for families in immediate need. The Executive Committee plans to continue to discuss the issues related to sheltering families in immediate need during the next Executive Committee meeting, members of PMC were encourage to submit questions to aid in the discussion by Friday, April 28th to afford time to pull the appropriate data. 	
REGIONAL PREVENTION COMMITTEE	<p>J. Dixon reported that the committee met to finalize a regional prevention screening tool. STOP Inc. has also expressed interest in participating in the hotlines referral process. The priorities for prevention will still focus on the following:</p> <ul style="list-style-type: none"> ○ Households within 14 days of eviction; ○ Households staying in hotels; and ○ Households with limited income. <p>There are also a couple of differences in the AMI requirements that will also be considered. The form was approved and forwarded to the hotline for immediate use.</p>	
SVHC SYSTEM REDESIGN PROCESS	<p>The committee is working to plan the SVHC Stakeholders meeting scheduled for Friday, May 5, 2017. Suzanne Wagner with Housing Innovations is planning to facilitate a morning of meetings including meeting with members of the PMC, Executive Committee and System Redesign Committee from 9:00am -11:00am to discuss final recommendations and next steps. The Stakeholders meeting will start at 11:30am and will focus on the accomplishments of the SVHC along with the review of the final recommendations and examples on how communities across the country have worked together to address the needs of the homeless population. TPC will draft and distribute an invitation via Eventbrite. PMC members were encouraged to share the invite.</p>	
FY2017 CoC APPLICATION PROCESS	<ul style="list-style-type: none"> • Process – members agreed to delay the complete overhaul of the scorecard and focus on identification of necessary changes to make to the scorecard prior to the 2017 CoC Application process. The CoC will work to develop new scorecard objectives immediately following the 2017 CoC Application Process. • 2017 Scorecard - During the meeting attendees were presented with the flipcharts from the April 6th Scorecard discussion. Each agency was given three votes (via dots) and instructed to place their three votes and the top issues to resolve during the 2017 scorecard process. The following issues and/or recommendations appeared under multiple programs and will automatically be addressed in the 2017 Scorecard: <ul style="list-style-type: none"> ○ Bonus Points- identify a process that prevents “double dipping” or a situation wherein one person presents under multiple categories and the agency is awarded points under each of the categories. ○ Entries with zero income – review the points awarded for persons entering with zero income. 	

	<ul style="list-style-type: none"> ○ Income – change to reflect persons that increased and/or “maintained” income and non-cash benefits. <p>PMC members prioritized the following issues and/or recommendations:</p> <ul style="list-style-type: none"> ○ RRH – Review the target for person exiting RRH to PH. ○ PSH – make applicable, persons that exit PSH to family and Families (permanent destination). ○ PSH – review the targets for exits to unknown or homelessness, currently set at 0%. ○ TH- Remove questions related to returns to homelessness within a 12 or 24 month period because data is missing from Union Mission. <ul style="list-style-type: none"> ● <u>Timeline</u>- the committee agreed to the following timeline for renewal project review: <ul style="list-style-type: none"> ○ May 24th PMC meeting will be used to finalize the scorecard, including the incorporation of the prioritized list of concerns. ○ TPC will also work to release the Supplemental Applications for Renewal projects via the new grants management portal. PMC members were informed that no changes have been made to the supplemental application and all questions will match the 2016 supplemental application for renewal projects. TPC will release training videos to aid in the navigation of the new system. ○ APRs for all programs will be ran for an operating year of May 1, 2016-April 30, 2017 for the Scorecard. Providers will be afforded time to address data quality issues and review APRs prior to the final scorecard process. New this year, agencies will be required to complete their own scorecards using a fillable PDF. Agencies will also be required to attach the scorecard and the final APR to the final submission of the supplemental application. ○ PMC will conduct the review of renewal projects during the June PMC meeting, unless the NOFA is released earlier.
VHSP PROCESS	<p>ForKids came prepared to present information on their current use of VHSP funds and plans for utilizing the funding during the FY18 fiscal year. Other VHSP providers weren't prepared to present this information and the conversation was postponed. The following updates were provided related to projection of spending:</p> <ul style="list-style-type: none"> ○ The Planning Council – all prevention funds were spent by March because DHCD doesn't allow the limiting of referrals. ○ LGBT Center – was underspent but they are now projected to spend all funds. ○ YWCA and ForKids both reported that they are on target to spend all funds.
UPDATES AND ANNOUNCEMENTS	<ul style="list-style-type: none"> ○ <u>Norfolk DHS</u>- currently accepting referrals for Norfolk households that are currently enrolled in VIEW that need assistance with utilities. All payments must be submitted by mid-May.
UPDATES AND ANNOUNCEMENTS	<p>Next meeting – May 24, 2017</p>