

PARTNERSHIP TO PREVENT AND END HOMELESSNESS IN THE CITY OF ALEXANDRIA Governing Board Meeting

NOTES

NOVEMBER 6, 2014

10 A.M.

2525 MOUNT VERNON AVE

TYPE OF MEETING	Governing Board called to order by Vice Chair Lissette Bishins at 10:07 a.m.
NOTE TAKER	Nan Goodwin
ATTENDEES PRESENT	Allen Lomax, Lesa Gilbert, Lynn Thomas, Carol Jackson, Cheryl Malloy, Connie Juntunen, Debra Evans, Dimitri Warren, Eric Keeler, Kari Galloway, Lissette Bishins, Michelle Krocker, Nan Goodwin, Pam Michell, Shelley Murphy
VISITORS	Wendy Vaughan, Lucinda Metcalf, Sam Kelly, Susan Clay, Katharine Dixon
MEMBERS EXCUSED	Michael O'Rourke, Alfreda Shinns, Marvel Robertson
MEMBERS ABSENT	Jenny McDaniels,

Agenda topics

I. INTRODUCTIONS		
II. REVIEW AND APPROVAL OF MINUTES		
Revision in minutes: Remove Nathan Bridges (Salvation Army) and Catherine Hassinger (Catholic Charities) from Governing Board member list because membership applications have not been approved. Motion to approve minutes with revision: Allen Lomax, second Lissette Bishins		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Post to PPEH website.	Nan	Oct 15, 2014
III. CITY COUNCIL WORK SESSION REVIEW AND NEXT STEPS (General Discussion)		
<p>Pam: The work session was a positive event. Council members and Mayor voiced lots of positive statements about what the Partnership wants. Responses due to be docketed on December 9, 2014. Need a speaker (s) to speak about different elements of the plan. Need panel to answer questions. City manager will review docket with City staff and let us know if he has any questions.</p> <p>Michelle: Reports to the City Council should include a call to action. Reports with a call to action have some value. Report should be on our website. Target the press with a highlight that points out why they should care. This is a Communication Committee responsibility.</p> <p>Attributed to John Chapman: We are hampered by the Dillon Rule which impacts zoning. Eric: The human services community proposes something that opens doors and then the development community closes doors. Michelle: This is a tightrope for the City but not for Advocacy. Development community closes doors, Advocacy opens them. New General Assembly begins second Wednesday in January. We need to keep in touch with State advocates. Eric: Suggested that Bernard Caton come to the December GB meeting. Suggestion approved. Eric will invite Mr. Caton .</p> <p>General Discussion: The budget guidance given by the City Council to the City Manager is important. Public Land Use Task Force letter sent to the City Council in September could be recirculated. Suggest that language be inserted in the budget stating that the City will consider use of public land for housing before a decision concerning disposition of public land is made.</p>		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Invite Bernie Caton to December GB meeting.	Eric	Dec 4, 2014

IV. PROGRAM PERFORMANCE EVALUATION and MONITORING

Program Performance Evaluation and Monitoring will be included in the Ranking Committee debriefing meeting which is scheduled for 11:00 a.m., November 13th. Evaluation process should include programs not funded by HUD.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Add Program Performance Evaluation to Ranking Committee debriefing agenda.	Nan	Nov. 13, 2014

V. NEXT PPEH GENERAL MEETING

PPEH General Meeting is scheduled for March 19, 2015. March 5, 2015 Governing Board meeting agenda will be preparation for the general meeting. Suggested general meeting topics: City Council Work Session, committee activities, progress toward Strategic Plan Goals/Targets, call for action.

ACTION ITEM	PERSON RESPONSIBLE	DEADLINE
Meeting invitation to membership	Nan	December 10, 2014

VI. 2014 HUD CoC COMPETITION and BONUS POINT PROJECT

The 2014 HUD Project Competition grants were submitted October 29, 2014. Adopt-a-Family (AAF) was submitted as Rapid Re housing (RRH) instead of as a TH project. We are still in the process of completing the grant amendment changing AAF from TH to RRH but HUD approved the change on the Grant Inventory Worksheet which allowed us to submit the project as Rapid Re-housing. The renewal submission was \$746,055 funding 8 projects. We also submitted a Bonus Point Project prepared by New Hope Housing in the amount of \$111,572. If awarded the project will give us 8 to 9 additional chronically homeless beds for individuals. Only 40 million dollars has been allocated for bonus point projects nationwide. Some large CoC's can request up to \$10 million which makes it hard, but not impossible, for us to receive the award. We also submitted a CoC Planning project in the amount of \$9,402. That is the amount HUD allowed. If awarded the funds will be used to purchase custom HMIS reports.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Report to the CoC when notice of awards is received.	Nan	When information is released by HUD.

VII. CONSOLIDATED FIVE-YEAR PLAN

The City of Alexandria is the Lead Agency for the development of the 2015 to 2020 Consolidated Plan. The decision on how much funding Alexandria receives from entitlement grants requires a market analysis and a needs analysis which is part of the Consolidated Plan. The Consolidated Plan also includes CoC data. Much of the data comes from HMIS, but not all. Some is supplied by individual providers and public housing. A meeting will be scheduled in December to make sure all necessary information has been made available. The Plan will include the 2015 Action Plan. The Plan will be on HUD's website. The public has access to the Consolidated Plan. There is a 30 day comment period built into the process. Submission deadline is May 15, 2015.

Michelle: There should be an advocacy piece. The City Council does not know how much is contributed by non-profits.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submission of information.	Various PPEH Organizations	Upon request

VIII. YOUTH GRANT

The Department of Community and Human Services Center for Adults has been awarded a \$700K grant to serve youth ages 16 through 25 who have been diagnosed with a serious mental illness. Wendy Vaughan, LCSW, Team Leader for the West End Wellness Center, will be the grant director. Grant components include psychiatric services, individual and family therapy, employment, education, a peer recovery coach, a half-time physician, a clinic, and rent subsidies. This is a difficult population to serve and to house. Housing is funded at \$160K and must be a rental program. The grant is unique. There is no housing model available. The CoC will convene a small group to assist with creation of a housing plan.

Funding is a combination of State and Federal Block Grants. Funding is renewable annually.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Convene Youth Grant Housing Plan Work Group.	Connie	Dec. 31, 2014

IX. EMPLOYMENT COMMITTEE REPORT

Susan Clay, Employment Committee Chair:

- Committee is gathering information about employment services city wide;
- Looking at cases in which people received employment services but did not get a job;
- Looking at NOVA programs;
- Identifying barriers to employment such as felony record and homelessness.

Kari commented that other groups are doing the same thing including the Reentry Council. Connie will send Susan the list of Reentry Council members. Perhaps organizations can collaborate.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
List of Reentry Council members to Susan Clay	Connie	Dec. 31, 2014

X. MEMBERSHIP COMMITTEE REPORT

Debbie Evans, Membership Committee Co-Chair: Three membership applications were submitted for approval:

- Katherine Dixon, President & CEO of Rebuilding Alexandria Together, approved for the GB, (Shelley moved, Allen seconded)
- James Cahill, Alexandria Library Manager, approved for GB, (Allen moved, Shelley seconded)
- Catherine Hassinger, Catholic Charities Director of Community Services, approved for GB, (Allen moved, Cheryl seconded)

Cadet Lt. Nathan Bridge, Salvation Army, has not submitted a membership application and has been removed from the membership list.

Eric and Debbie will be attending networking happy hours and breakfasts to make contact in the business community with individuals who might be interested in joining The Partnership. It has been suggested that Emergency Services join The Partnership.

Pam has contacted Home Aid to help us identify a developer to serve on the GB. Pam also suggested someone who is on the New Hope Housing Board and is on the Chamber of Commerce Board

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Follow-up on suggested membership contacts.	Pam, Eric, Debbie	Dec 1, 2014

XI. ANNOUNCEMENTS

Dimitri: AHAR opened on October 1. Deadline for data submission is November 14. The final data deadline is December 12. In 2012 and 2013, Alexandria participated in all categories. Prior to 2012 we only submitted data for Permanent Supportive Housing and Transitional Housing for individuals. In 2014 we may not be able to submit data for Transitional Housing due to low bed utilization by Christ House and the Salvation Army. Also, one of the 3 PSH family units was badly damaged by occupants and was out of service for several months while repairs were being made. The quality of shelter data is also in question because the provider did not follow the workflow. If we cannot get the data cleaned-up we will not be able to participate in the shelter category either.

Allen: How can we make sure the workflow is being followed so we do not have the same problem next year?

Dimitri: We have done training. Beginning 7/1/2011 monthly data quality reports have been done. Sometimes things pop up as errors that did not appear before. User error due to lack of attention to detail. Our participation in the AHAR has looked very good for us at the Federal, State, and local levels. Going back will not look good for us. Funders are requiring CoC participation in managing data quality.

The executive directors are responsible for ensuring that data is correct. How can the CoC provide guidance and incentive for agencies to enter data correctly? Gaps & Needs will address this issue.

Point in Time count will be done on January 28th. COG is hosting training on December 9th. What is a better way to get a grasp on the homeless youth situation?

Advocacy Committee meeting scheduled on Nov 18th at 1 p.m. at Carol Jackson's office on North Pitt St. Look at needs, partnership documents, housing master plan, service providers and developers, produce a letter of recommendation to be presented at wide range of venues during budget season.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Follow-up opportunities: Convene Gaps & Needs meeting and place discussion of creating incentives for data quality on the agenda;	Allen	Dec 31, 2014
Advocacy Committee may produce a letter containing community needs and budget recommendations.	Advocacy Committee	Dec 31, 2014

XII. ADJOURNMENT

Meeting adjourned by Lissette Bishins at 11:55.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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