

# September 12, 2024, CoC Packet

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Prince William Area Continuum of Care

# Agenda

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Prince William Area Continuum of Care



Governance Committee

- Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)
Nicole Kirven (Randi Knights alternate)
Dana Carey (Tonya Golden alternate)
Serena Bermudez (Pamela Wright alternate)
Tontee Verbal (Lynn Fritts alternate)

Prince William Area Continuum of Care (CoC)

Date: September 12, 2024
Time: 1:30 p.m.
Location: Virtual Meeting
Facilitator: Elijah Johnson, PWC Deputy County Executive

AGENDA

- Registration of Attendance
Welcome and Introduction
Approve July 11, 2024, CoC Meeting Minutes
Committee Reports:
- Program Analysis and Ranking (PAR): 2 reports
- Service Continuum: 1 report
- Governance: 2 reports
PAR Recommendation for Preliminary Ranking Order of HUD projects
Civic Roundtable Platform
Anti-Racist Leadership Series CoC Presentation
Agency Spotlight: Re-Entry Program Presentation
Housing Board Update
DSS Lead Agency Update
Adjourn
Announcements

Next Meeting: Thursday, November 14, 2024, at 1:30 p.m.
Virtual – WebEx Meeting info to follow.

# Meeting Minutes

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Prince William Area Continuum of Care



Elijah Johnson, Chair (Phyllis Jennings-Holt)  
Nicole Kirven (Randi Knights alternate)  
Dana Carey (Samantha Biller alternate)  
Serena Bermudez (Pamela Wright alternate)  
Tontee Verbal (Lynn Fritts alternate)

## Prince William Area Continuum of Care (CoC)

**Date:** July 11, 2024  
**Time:** 1:30 p.m.  
**Location:** Virtual  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Meeting Minutes

#### Voting Member Attendees - Quorum Yes No

1. ACTS – Stan Jones
2. CFH, Inc. – Brenda Via
3. City of Manassas Park Community Services – Frances Rath
4. Citizen Representative – Debbie Owens
5. Citizen Representative – Lori Perez
6. Department of Veterans Affairs – Nancy Espinal
7. Good Shepherd Housing Foundation – Patricia Johanson
8. Feeding Friends-Gainesville United Methodist Church – Ann Rychlik
9. Jobs for Veterans State Grant with Virginia Works – Serena Bermudez
10. City of Manassas Department of Social Services – Nicole Kirven
11. New Creatures-in-Christ Ministries – Madlin Edmonds
12. Northern Virginia Family Service – Renate Canfield
13. Pathway Homes, Inc. – Amanda Pinkham
14. Prince William County Community Services – Lynn Fritts
15. Prince William County Office of Housing Community Development – Joan Duckett
16. StreetLight Community Outreach Ministries – Gabriele Tibbs
17. The Human Services Alliance of Greater Prince William – Martina Green

#### Organizations with Voting Members Not Present

1. Manassas Park Department of Social Services
2. NOVA Bulls Organization
3. Saved Hands Foundation
4. The Church-God's Assembly

#### Other Attendees

1. ACTS – Octavia King
2. ACTS – Johnte Davis
3. City of Manassas Park Community Services – Ivette Monney
4. Civic Roundtable – Austin Boral
5. Friendship Place – Zach Savarese
6. Northern Virginia Family Service – Renate Canfield
7. Northern Virginia Family Service – Venita Julien

8. Northern Virginia Family Service – Maria Romero
9. NOVA Veterans Association – Lindsay King
10. Operation Renewed Hope Foundation – April Ballard
11. Optima/Sentara Health Plan – Tracy Hollis
12. Prince William County Department of Social Services – Samantha Biller
13. Prince William County Department of Social Services – Patricia Caples
14. Prince William County Department of Social Services – Dana Carey
15. Prince William County Department of Social Services – Priscilla Castillo-Woyak
16. Prince William County Department of Social Services – Duanchy Cayetano
17. Prince William County Department of Social Services – Jeanine Gravette
18. Prince William County Department of Social Services – Tonya Golden
19. Prince William County Department of Social Services – Phyllis Jennings-Holt
20. Prince William County Department of Social Services – Alicia La Patra
21. Prince William County Department of Social Services – Candice Stancil
22. Prince William County Department of Social Services – Latasha Younger
23. Prince William Health District – Hope Sievers
24. UVA Community Health – Rozlyn Giddens
25. Tree of Kingdom Life Ministries – Randall Griggs

**I. Call to Order**

Elijah Johnson called the meeting to order at 1:34 p.m.

**Introduction**

**Review of Minutes**

**MOTION:** Lynn Fritts made a motion to approve the CoC Minutes for June 13, 2024. Tontee Verbal seconded the motion. The minutes were approved with Angela Bassette abstaining.

**Committee Reports**

Service Continuum and Governance Committee reports were submitted.

**MOTION:** Madlin Edmonds made a motion to approve the committee reports as submitted. Lynn Fritts seconded the motion. The committee reports were approved, and the motion was passed. There were no abstentions.

**II. FY25 CoC Calendar**

The committee voted to approve the FY25 CoC Calendar.

**MOTION:** Stan Jones made a motion to approve the FY25 CoC Calendar. Tontee Verbal seconded the motion. The FY25 CoC Calendar was approved, and the motion was passed. There were no abstentions.

**III. Housing Board Update**

Madlin Edmonds provided the Housing Board update.

- The New officers were approved for the 2024-2025 year. Ms. Karen DeVito was reappointed as the Board Chair. Mr. Bobby Sharpe was appointed as Vice-Chair. Ms. Laurie Wilson was reappointed as the Board secretary.
- The Housing case manager, Ms. Anitra Daniels Malone gave a presentation on the housing voucher portability process.
- The Housing Voucher issuance and lease-up report was presented to the Board.
- The Housing Choice Voucher Program Lottery opened for one day on May 28, 2024, and is now closed.

**IV. DSS Lead Agency Update**

Dana Carey presented the DSS Lead Agency Update (*attachment*).

**V. Agency Spotlight**

Mr. Austin Boral, Co-Founder of Civic Roundtable, gave a presentation on the Civic Roundtable platform (*attachment*).

**VI. Adjourn**

There being no further business, Elijah Johnson declared the meeting adjourned at 2:12 p.m.

**Next Meeting: September 12, 2024, at 1:30 p.m.  
Virtual – WebEx Meeting Info to follow.**

# Committee Summaries

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Prince William Area Continuum of Care





## Program Analysis and Ranking Committee

**Date:** July 16, 2024  
**Time:** 3:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Dana Carey  
**Governance Representative:** Dana Carey, PWC DSS Continuum of Care Lead

### Meeting Summary

#### Voting Member Attendees - Quorum Yes No

1. CFH, Inc. – George Davies
2. City of Manassas Park – Ivette Monney
3. Prince William County Department of Social Services – Dana Carey
4. Prince William County Office of Housing and Community Development – Angela Bassette
5. The Human Services Alliance of Greater Prince William – Martina Green

#### Other Attendees

1. Prince William County Department of Social Services – Samantha Biller
2. Prince William County Department of Social Services – Duanchy Cayetano
3. Prince William County Department of Social Services – Alicia La Patra

### Welcome and Introduction

#### **I. Old Business**

##### New Member

The PAR committee will continue to recruit new members to expand the committee's size.

#### **II. New Business**

##### Renewal Project Scores and Ranking

- Alicia La Patra reviewed the Preliminary Renewal Project Scores and Ranking with the committee (*attachment*).
- The committee voted to approve the Preliminary Renewal Project Scores and Ranking.

**MOTION:** George Davies made a motion to approve the Renewal Project Scores and Ranking Tool. Ivette Monney seconded the motion. The Renewal Project Scores and Ranking Tool was approved with Angela Bassette abstaining.

##### New Project Scoring and Recommendation

- Samantha Biller reviewed the new project scores with the committee.
- The committee recommended moving forward with the Rapid Rehousing New Project Applicant.

**MOTION:** Ivette Monney made a motion to approve the recommendation of the Rapid Rehousing New Project Applicant. George Davies seconded the motion. The new project applicant recommendation was approved, with Angela Bassette abstaining.

**Adjourn**

Meeting adjourned at 3:40 p.m.

**Next Meeting: Tuesday, August 13, 2024, at 3 p.m.  
Virtual – WebEx Meeting info to follow.**



## Program Analysis and Ranking Committee

**Date:** August 19, 2024  
**Time:** 2:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Dana Carey  
**Governance Representative:** Dana Carey, PWC DSS Continuum of Care Lead

### Meeting Summary

#### **Voting Member Attendees - Quorum Yes No**

1. City of Manassas Park Department of Community Services – Ivette Monney
2. Prince William County Department of Social Services – Dana Carey
3. Prince William County Office of Housing and Community Development–Amira Gonzales
4. The Human Services Alliance of Greater Prince William – Martina Green

#### **Other Attendees**

1. Prince William County Department of Social Services – Samantha Biller
2. Prince William County Department of Social Services – Duanchy Cayetano

#### **Welcome and Introduction**

#### **I. Old Business**

##### New Member

- New members have joined the committee, Dana Carey will make the introduction at the next PAR meeting on September 10, 2024.
- The PAR committee will continue to recruit new members to expand the committee's size. If you know of anyone interested in joining the committee, please reach out to Dana Carey at [dcarey2@pwcgov.org](mailto:dcarey2@pwcgov.org)

#### **II. New Business**

##### Renewal Project Scores and Ranking

- Dana Carey reviewed the Renewal Project Scores and Ranking with the committee (*attachment*).
- The committee voted to approve the Renewal Project Scores and Ranking.

**MOTION:** Amira Gonzalez made a motion to approve the Renewal Project Scores and Ranking. Martina Green seconded the motion. The Renewal Project Scores and Ranking was approved with no abstention.

##### CoCBuils Permanent Supportive Housing (PSH) Notice of Funding Opportunity (NOFO)

- Dana Carey reviewed the CoC Builds PSH NOFO with the committee. The Continuum of Care (CoC) Builds Program will offer funding to address and reduce the number of persons experiencing homelessness by adding new units of PSH through new construction, acquisition, or rehabilitation.

- The Prince William Area Continuum of Care (PWA CoC) Collaborative Applicant is responsible for applying once an applicant is identified. The PWA CoC is eligible to apply for up to \$5,000,000 in funding. The application is due by November 21, 2024.

**Adjourn**

Meeting adjourned at 2:26 p.m.

**Next Meeting: Tuesday, September 10, 2024, at 3 p.m.  
Virtual – WebEx Meeting info to follow.**



## Service Continuum Committee

**Date:** August 1, 2024  
**Time:** 9:30 a.m.  
**Location:** Virtual Meeting  
**Facilitator:** Jeanine Gravette, PWC DSS, Human Services Program Manager  
**Governance Representative:** Tontee Verbal, NVFS, Homeless Services Program Manager

## Meeting Summary

### Voting Member Attendees - Quorum Yes No

1. ACTS – Johnte Davis
2. Hope Village of Virginia – Lori Perez
3. Jobs for Veterans – Serena Bermudez
4. Northern Virginia Family Service – Tontee Verbal
5. Manassas City Department of Social Services – LaTonya Buckhalter
6. Pathway Homes Inc. – Amanda Pinkham
7. People, Inc. – Samatha Barber
8. Prince William County Community Services– Lynn Fritts
9. Serving Our Neighbors – Teresa Belcher
10. StreetLight Community Outreach Ministries – Gabriele Tibbs
11. The Church-God’s Assembly – Maria Wells

### Other Attendees

1. CFH, Inc. – George Davies
2. Friendship Place – Zach Savarese
3. Northern Virginia Family Service – Renate Canfield
4. People, Inc. – Dawn Clark
5. Optima/Sentara Health Plan – Tracy Hollis
6. Prince William County Department of Social Services – Samantha Biller
7. Prince William County Department of Social Services – Dana Carey
8. Prince William County Department of Social Services – Duanchy Cayetano
9. Prince William County Department of Social Services – Isha Dahal
10. Prince William County Department of Social Services – Alicia La Patra
11. Prince William County Department of Social Services – Priscilla Castillo-Woyak
12. Prince William County Department of Social Services – Candice Stancil
13. Prince William County Department of Social Services – Latasha Younger
14. Prince William County Department of Social Services – Akira Brown
15. Prince William County Department of Social Services – Erika Cochran
16. Prince William County Department of Social Services – Mabel Bonilla
17. Prince William County Department of Social Services – Damien Quesada
18. Prince William County Department of Social Services – Luke Taylor
19. StreetLight Community Outreach Ministries – Andrea Shaffner

## **Welcome and Introductions**

The committee welcomes Lori Perez of Hope Village of Virginia

### **I. New Business**

#### CoCBuilds Permanent Supportive Housing (PSH) Notice of Funding Opportunity (NOFO)

- Dana Carey reviewed the CoCBuilds PSH NOFO with the committee. The Continuum of Care (CoC) Builds Program will offer funding to address and reduce the number of persons experiencing homelessness by adding new units of permanent supportive housing (PSH) through new construction, acquisition, or rehabilitation. The Prince William Area Continuum of Care (PWA CoC) Collaborative Applicant is responsible for applying once an applicant is identified.
- The PWA CoC is eligible to apply for up to \$5,000,000 in funding. The application is due by November 21, 2024. A collaboration between the housing developer and the housing provider is required to submit a competitive application.
- The PWA CoC will be hosting a virtual information session regarding the CoCBuilds Permanent Supportive Housing (PSH) Notice of Funding Opportunity on Thursday, August 8, 2024, at 1:30 PM. Please feel free to share this invitation with any housing developers who might be interested, as prior housing development experience is required to apply.

#### Padmission

- Luke Taylor reviewed the Padmission platform with the committee.
- Padmission can be accessed at the following link:  
<https://pwcva.padmission.com>.

#### Community Dashboard

- Alicia La Patra reviewed the Community Dashboards with the committee.
- The CoC Community Dashboards, can be accessed at the following link:  
<https://www.pwcva.gov/department/social-services/coc-data>.

#### FY25 CES Policies and Procedures

- Jeanine Gravette made the following announcement regarding the Vulnerability Tool with the committee. The following announcement was made.
  - The current vulnerability tool, VI-SPDAT, will no longer be supported. Alicia La Patra will confirm the date of discontinuation of the support for VI-SPDAT at the next Service Continuum meeting.
  - A new Ad Hoc Vulnerability Tool Committee has been created to develop a new vulnerability tool that will support the most vulnerable. The meeting will be held once a month. If anyone is interested in joining the Vulnerability Tool Committee meeting, please reach out to Jeanine Gravette at [jgravette@pwcgov.org](mailto:jgravette@pwcgov.org).

### **II. Develop Service Continuum Agenda**

- The committee developed the Service Continuum agenda.

### **Adjourn**

- Meeting adjourned at 11:12 a.m.

**Next Meeting: Thursday, September 5, 2023, at 9:30 a.m.  
Virtual – WebEx Meeting Info to follow.**





## Governance Committee

### Governance Committee

- Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)
- Nicole Kirven (Randi Knights alternate)
- Dana Carey (Tonya Golden alternate)
- Serena Bermudez (Pamela Wright alternate)
- Tontee Verbal (Lynn Fritts alternate)

### Meeting Summary

**Date:** July 25, 2024  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Voting Member Attendees: - Quorum Yes No

1. Jobs for Veterans State Grant with Virginia Works – Serena Bermudez
2. City of Manassas Park Department of Social Services – Randi Knights
3. Northern Virginia Family Service – Tontee Verbal
4. Prince William County Department of Social Services – Dana Carey

### Other Attendees

1. City of Manassas Park Department of Social Services – Nicole Kirven
2. Prince William County Community Services – Lynn Fritts
3. Prince William County Department of Social Services – Samantha Biller
4. Prince William County Department of Social Services – Duanchy Cayetano
5. Prince William County Department of Social Services – Phyllis Jennings-Holt
6. Prince William County Department of Social Services – Jeanine Gravette
7. Prince William County Department of Social Services – Tonya Golden
8. Prince William County Department of Social Services – Alicia La Patra
9. Saved Hands Foundation – Pamela Wright

### I. Call to Order:

Elijah Johnson called the meeting to order at 1:03 p.m.

### Introductions

### Review of Minutes

**MOTION:** Tontee Verbal made a motion to approve the CoC Minutes for July 11, 2024. Randi Knights seconded the motion. The minutes were approved, and the motion was passed. There were no abstentions.

### Review of Committee Summaries

Program Analysis and Ranking (PAR)

- Dana Carey reviewed the PAR summary with the committee.

**MOTION:** Randi Knights made a motion to approve the committee summary as presented. Tontee Verbal seconded the motion. The committee summary was approved, and the motion was passed. There were no abstentions.



**II. PAR Recommendation for RRH New Project**

The committee voted to approve the PAR Recommendation for the RRH New Project.

**MOTION:** Serena Bermudez made a motion to approve the PAR Recommendation for the RRH New Project. Randi Knight seconded the motion. The PAR Recommendation for the RRH New Project was approved with Tontee Verbal abstaining.

**III. PAR Recommendation for Preliminary Ranking Order of HUD Projects**

Alicia La Patra presented the Preliminary Ranking Order to the committee (*attachment*).

The committee voted to table this agenda item at the next Governance meeting scheduled for August 22, 2024, to review the final ranking.

**IV. PWA CoC Platform (Civic Roundtable)**

The committee decided to table this agenda item for the next scheduled Governance meeting in August.

**V. DSS Lead HSD Updates**

Dana Carey presented the DSS Lead Agency Update (*attachment*).

Alicia La Patra presented the PWA CoC Community Dashboards to the committee.

**VI. Racial Equity**

The PWA CoC members who participated in the Anti-Racist Leadership Series 101 through Leadership Greater Washington will present key takeaways from the cohort at the next scheduled CoC meeting.

**VII. Adjourn**

Meeting adjourned at 2:08 p.m.

**Next Meeting: Thursday, August 22, 2024, at 1:00 p.m.**



## Governance Committee

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Nicole Kirven (Randi Knights alternate)  
Dana Carey (Tonya Golden alternate)  
Serena Bermudez (Pamela Wright alternate)  
Tontee Verbal (Lynn Fritts alternate)

### Meeting Summary

**Date:** August 22, 2024  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Phyllis Jennings-Holt, PWC Acting DSS Director

### Voting Member Attendees: - Quorum Yes No

1. Jobs for Veterans State Grant with Virginia Works – Serena Bermudez
2. City of Manassas Park Department of Social Services – Nicole Kirven
3. Prince William County Community Services – Lynn Fitts
4. Prince William County Department of Social Services – Dana Carey

### Other Attendees

1. City of Manassas Park Department of Community Services – Ivette Monney
2. DMA- Diana T. Myers and Associates, Inc.- Jessica Sones
3. Prince William County Area Agency on Aging – Joshua Lee
4. Prince William County Department of Social Services – Samantha Biller
5. Prince William County Department of Social Services – Duanchy Cayetano
6. Prince William County Department of Social Services – Phyllis Jennings-Holt
7. Prince William County Department of Social Services –Tonya Golden
8. Prince William County Department of Social Services – Alicia La Patra
9. Prince William County Office of Housing and Community Development–Amira Gonzales
10. The Human Services Alliance of Greater Prince William – Martina Green

### **I. Call to Order:**

Phyllis Jennings-Holt called the meeting to order at 1:10 p.m.

### **Introductions**

### **Review of Committee Summaries**

Program Analysis and Ranking (PAR) and Service Continuum

- Dana Carey reviewed the PAR summary with the committee.
- Dana Carey reviewed the Service Continuum summary with the committee.

**MOTION:** Lynn Fritts made a motion to approve the committee summary as presented. Dana Carey seconded the motion. The committee summary was approved, and the motion was passed. There were no abstentions.

**II. CoC Notice of Funding Opportunity (NOFO) Presentation**

Ms. Jessica Sones, Associate, DMA-Diana T. Myers, and Associates, Inc., gave a presentation on the CoC NOFO (*attachment*).

**III. PAR Recommendation for Preliminary Ranking Order of HUD Projects**

Dana Carey reviewed the PAR Recommendation for Preliminary Ranking Order of HUD projects with the committee (*attachment*).

**MOTION:** Nicole Kirven made a motion to approve the PAR Recommendation for Preliminary Ranking Order of HUD projects. Lynn Fritts seconded the motion. The PAR Recommendation for Preliminary Ranking Order of HUD projects was approved, and the motion was passed. There were no abstentions.

**IV. PWA CoC Platform (Civic Roundtable)**

Dana Carey reviewed the PWA CoC Platform with the committee (*attachment*). The Committee voted to move forward with the PWA CoC Platform for a one-year pilot program.

**MOTION:** Lynn Fritts made a motion to approve the PWA CoC Platform. Nicole Kirven seconded the motion. The PWA CoC Platform was approved, and the motion was passed. There were no abstentions.

**V. DSS Lead HSD Updates**

Alicia La Patra presented the FY24 Annual Provider Report Card (*attachment*). Samantha Biller presented the FY24 Q4 HSD Grant Financial Report (*attachment*). Dana Carey presented the DSS Lead Agency Update (*attachment*).

**VI. Racial Equity**

Dana Carey reviewed the CoC Data Page and how to utilize the Community Dashboards. The dashboards provide an in-depth look into our homeless response system and include data on outcomes such as persons served, demographics, performance, and equity. The CoC Community Dashboards can be accessed at the following link:  
<https://www.pwcva.gov/department/social-services/coc-data>.

**VII. Develop and Approve the CoC Agenda**

The Committee developed and approved the CoC Agenda.

**VIII. Adjourn**

Meeting adjourned at 2:13 p.m.

**Next Meeting: Thursday, September 26, 2024, at 1:00 p.m.**