



FAIRFAX-FALLS CHURCH COMMUNITY PARTNERSHIP'S Continuum of Care Board

PUBLIC MEETING MINUTES

WHEN: March 27, 2024, at 7:00 p.m.

WHERE: Fairfax County Government Center
Conference Rooms 9/10
12000 Government Center Parkway
Fairfax, VA 22035

AGENDA:

Call to Order.

Review of the By-Laws of the CoC.

Review of the CoC Operations Manual.

Approval of the By-Laws and the CoC Manual.

Approval of last meeting minutes.

Strategic Planning.

Adjourn.



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ATTENDANCE:

Name	Attending (Yes/No)	Name	Attending (Yes/No)
David Meyer, Chair	Yes	Maura Williams	Yes
Adrienne Hosein	Yes	Michael Axler	No
Aimee Garcia	Yes	Noah Abraham	Yes
Ashley McSwain	Yes	Pamela Michell	Yes
Cathy Benn	Yes	Pamela Powers	No
Connie Johnson	No	Penelope Rood	Yes
Douglas Dane	Yes	Randy Shusman	Yes
Fatima Khalid	Yes	Rena Alexander-Lewis	Yes
Janet Kedzie	Yes	Ruth Pearson	No
Kameron Wilds	Yes	Seth Pearson	No
Lisa Jones	No		

Non-Continuum of Care (CoC) Board Members

Organization	Name	Attending
Housing and Community Development, Fairfax County Office to Prevent and End Homelessness	Thomas Barnett	Yes
	Stephen Knippler	No
	Meghan Heaney	Yes



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I. Call to Order.

- The meeting was called to order by CoC Board Chair David Meyer.

II. Review of By-Laws

- Deputy Director, OPEH, Tom Barnett presented an overview of the proposed By-Laws for the CoC Board. Board members were given a copy of the by-laws prior to the meeting.
- The Bylaws provide an overview of the regulations that help with operating the Continuum of Care.
- The By-Laws cover the following topics:
 - The purpose of the Continuum of Care
 - Membership and Term of Office
 - Meetings
 - Attendance and Participation
 - Conflict of Interest and Recusal
 - Code of Conduct
 - Removal
 - Committees
 - Reporting
 - Compliance with Law and County Policy
 - Amendment of Bylaws
- During the overview of the Bylaws, it was determined that in order for a vote to be held there needs to be a quorum. A majority (more than 50%) of the membership of the CoC Board shall constitute a quorum.
- Deputy Director, OPEH, Tom Barnett provided a more in-depth review of the remote participation policy. This policy was adopted in pursuant of the authorization of Va. Code 2.2-3708.2 and is to be strictly enforced.
- Deputy Director, OPEH, Tom Barnett provided a more in-depth overview of the conflict of interest and recusal process.
- Upon the conclusion of the overview of the By-Laws the CoC Board was asked if there were any questions or concerns prior to moving forward with approving the Bylaws.
 - CoC Board Member, Douglas Dane, advised the board that there were still a few wording edits that need to be made within the Bylaws. Primarily there were still



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a few phrases that referenced a “committee” that need to be changed to “board”.

III. Review of CoC Operations Manual

- Deputy Director, OPEH, Tom Barnett presented an overview of the proposed CoC Operations Manual for the CoC Board. Board members were given a copy of the CoC Operations Manual prior to the meeting.
- The CoC Operations Manual provides policy and guidelines on the following:
 - CoC Membership Overview
 - CoC Membership Invitation and Outreach
 - CoC Meetings
 - CoC Lead Agency
 - Homeless Management Information System (HMIS) Lead Agency
 - HUD CoC Program: Monitoring and Evaluation
 - HUD CoC Program: Reallocation
 - HUD CoC Program: New Funding Opportunities
 - HUD CoC Program: CoC Priority List
 - Emergency Solutions Grant
 - Virginia Homeless Solutions Grant

IV. Approval of CoC Bylaws and CoC Operations Manual

- Deputy Director, OPEH, Tom Barnett concluded the presentations and returned the floor to CoC Board Chair David Meyer. CoC Board Chair David Meyer moved to call a vote to approve the Bylaws and the CoC Operations Manual as they were presented.
- CoC Board Member, Penelope Rood motioned to approve the Bylaws and the CoC Operations Manual. CoC Board Member, Douglas Dane seconded this motion.
- A vote was taken with all CoC members present and the Bylaws and CoC Operations Manual were approved unanimously.

V. Approve Minutes.

- Deputy Director, OPEH, Tom Barnett requested to have the meeting minutes from February 15th, 2024, approved.
- CoC Board member, Cathy Benn made the motion to have the prior meeting minutes approved. CoC Board member, Douglas Dane seconded the motion.
- All in Favor- unanimous vote to pass the motion.
- The Minutes of the February 15th, 2024, CoC Board Meeting were approved with no objections.

VI. Announcements



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- Deputy Director, OPEH, Tom Barnett announced that the Fairfax County Redevelopment and Housing Authority has been contracted by the state to issue over 300 certificates/vouchers in the next three years that prioritize individuals with serious mental illness.
- The primary goal of this initiative is to help decrease the number of individuals accessing state mental health hospitals.
- Deputy Director, OPEH, Tom Barnett asked CoC Board member, Randy Shusman to give a brief explanation of his program and how it will be a part of this initiative.
 - The ACT Team (Assertive Community Treatment) will be receiving 50 beds of the 300 certificates/vouchers.
 - The ACT program provides comprehensive and intensive levels of support in the community for those with serious mental illness.
 - It has both a clinical supervision and peer support component.
 - It has been proven to be a highly effective model for providing permanent supportive housing.
- Deputy Director, OPEH, Tom Barnett reported that in Fairfax County we currently have 652 permanent supportive housing units on any given night. This new initiative will be in addition to the other housing projects that are already in development, like the permanent supportive program that is being developed by the Lamb Center and the affordable housing units that are being developed by Cornerstones.
- This new initiative and the projects that are in development by The Lamb Center and Cornerstones are two examples of how Permanent Supportive Housing programs can be achieved. Through building new units and issuing certificates for already established rental units.

VII. Next Steps

- Deputy Director, OPEH, Tom Barnett, and CoC Board Chair, David Meyer, presented the Operation Stream Shield and City Works programs to the CoC Board and inquired about having a more formal presentation done during the next CoC Board Meeting.
- CoC Board Members, Maura Williams and Ashley McSwain, both work for organizations that take part in the Operation Stream Shield Program. They provided a brief overview of this program and how it operates within their organizations. Plus, the benefits of the program for participants.
- A more formal presentation from City works staff, Maura Williams, and Ashley McSwain will take place during the next CoC Board Meeting.
- Deputy Director, OPEH, Tom Barnett provided the CoC Board with an update on where we are headed with the strategic plan.



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- Currently in the process of staffing a team.
- Working on developing a community engagement event
- Will host events at the shelters to gather important input from those who are currently experiencing homelessness.
- The CoC Board will need to determine what will happen after these findings are brought back and what the CoC Board is going to do to develop the strategic plan.
- By the fall the CoC Board should have priorities identified and steps for the strategic plan developed to present to the Board of Supervisors. It is recommended that when they present this to the Board of Supervisors there is a dollar amount included.

VIII. Adjournment

- CoC Board Chair David Meyer called for the meeting to be adjourned.

NEXT MEETING: The next meeting will be held April 24th, 2024, at 7:00 p.m.