

ACTION - 5

Approval of the Affordable Housing Advisory Council (AHAC) and Continuum of Care (CoC) Charters and Membership Structure

ISSUE:

Board of Supervisors (Board) approval of the charters for the Affordable Housing Advisory Council (AHAC), formerly known as the Affordable Housing Advisory Committee, and the Continuum of Care (CoC) Committee as a committee of AHAC; and the membership structure of AHAC.

RECOMMENDATION:

The County Executive recommends approval of the AHAC and CoC Committee charters, and recommends the AHAC membership structure, including confirming appointments of existing members. The County Executive further recommends instituting a three-year retrospective to evaluate the efficacy of the AHAC structure.

TIMING:

Board action is requested on June 22, 2021, in order for the AHAC and CoC Committee charters to begin with Fiscal Year 2022.

BACKGROUND:

The AHAC was first established by the Board on May 23, 2005, with an initial purpose to oversee and provide advice regarding the original Penny for Affordable Housing. AHAC recommended goals and priorities, defined “affordability,” provided guidance on the Penny Fund’s business plan and procedures, monitored effectiveness of the Penny Fund and enhanced community outreach.

The U.S. Department of Housing and Urban Development’s (HUD) Rule 24 CFR 578, Subpart B, entitled “Establishing and Operating a Continuum of Care,” requires that communities receiving homeless assistance funding must have a board to act on behalf of the stakeholders. In 2008, the Governing Board of the Partnership to Prevent and End Homelessness (OPEH) was created to comply with this HUD requirement. In 2020, OPEH merged with the Department of Housing and Community Development (HCD), and the Governing Board was dissolved.

Board Agenda Item
June 22, 2021

As a result of the dissolution, a new board must be established to remain in compliance with HUD requirements. Because OPEH has merged with HCD, the updated AHAC structure will include the CoC Committee, which will act as the HUD-required board. The AHAC and CoC Committee Charters (Attachments 1 and 2) are intended to promote a common understanding as to the purpose, duties, and method of operation for AHAC and the CoC Committee respectively. Importantly, this update intentionally connects AHAC and the CoC Committee with the principles of the One Fairfax racial and social equity policy and embraces housing as fundamental to equitable communities.

Each AHAC and CoC Committee member will serve a two-year term on alternating annual fiscal year cycles. The AHAC Co-Chairs will each serve four-year terms on alternating biennial fiscal year cycles. To ensure continuity between AHAC and the CoC Committee, the Chair of the CoC Committee will also serve on AHAC.

To allow for continuity, the proposed membership structure as set forth in Attachment 3 recommends that thirteen existing AHAC members each serve an initial one-year term for the July 1, 2021-June 30, 2022 period. Attachment 3 also proposes for continuity that the two existing Co-Chairs serve initial terms – one for two years and one for four years. Five seats on AHAC will need appointments for the initial one-year term and sixteen appointments will be necessary to serve the July 1, 2021-June 30, 2023 initial two-year term. Appointments by the Board of Supervisors to AHAC will be managed through the Chairman's office. Additionally, appointments will be made by the Director of the Department of Housing and Community Development as well as specific Boards, Authorities and Commissions in accordance with Attachment 3. These appointments will also be confirmed by the Board.

AHAC will meet on a quarterly basis, with additional meetings as needed. AHAC may establish an Executive Committee and committees or working groups as needed to accomplish its goals. AHAC will provide regular reports to the Board of Supervisors and County Executive, the Fairfax County Redevelopment and Housing Authority and other related Boards, Authorities and Commissions, as needed to ensure progress in achieving the Communitywide Housing Strategic Plan, the Countywide Strategic Plan and any additional adopted or successor affordable housing development or preservation guidance.

Likewise, the CoC Committee will meet on a quarterly basis, with additional meetings as needed. The CoC Committee may establish subcommittees or working groups as needed to accomplish its goals. The CoC Committee will develop regular reports that will be provided by AHAC to the Board of Supervisors and County Executive, Fairfax County Continuum of Care and other related boards, authorities and commissions as

Board Agenda Item
June 22, 2021

needed to ensure progress in achieving the goal of preventing and ending homelessness.

FISCAL IMPACT:

None.

ENCLOSED DOCUMENTS:

Attachment 1 – Affordable Housing Advisory Council Charter

Attachment 2 – Continuum of Care Committee Charter

Attachment 3 – Affordable Housing Advisory Council Membership

STAFF:

Christopher Leonard, Deputy County Executive

Thomas Fleetwood, Director, Department of Housing and Community Development (HCD)

Teresa Lepe, Deputy Director, Real Estate, Finance and Development, HCD

Tom Barnett, Deputy Director, Office to Prevent and End Homelessness (OPEH), HCD

Judith Cabelli, Director, Affordable Housing Development Division, HCD

Jamie Ergas, Continuum of Care Manager, OPEH, HCD

ASSIGNED COUNSEL:

Cynthia A. Bailey, Deputy County Attorney

Susan Timoner, Assistant County Attorney

**CHARTER
AFFORDABLE HOUSING ADVISORY COUNCIL**

- TITLE:** **Affordable Housing Advisory Council (AHAC)**
This Charter is intended to promote a common understanding as to the Affordable Housing Advisory Council’s purpose, duties and method of operation.
- DATE INITIATED:** July 1, 2021
- PURPOSE:** Recognizing that housing is foundational for all, the purpose of the Council is to provide recommendations to the Board of Supervisors, consistent with the One Fairfax initiative, regarding the implementation and achievement of the Communitywide Housing Strategic Plan, County resource requirements identified in the annual Budget Guidance, any additional adopted affordable housing development or preservation guidance, as well as recommendations on overarching policies and programs that synthesize County efforts related to both housing affordability and homelessness.
- STRUCTURE:** The Affordable Housing Advisory Council (AHAC) will include the Continuum of Care Committee (CoC). The Council and its Committee will each have separate governing documents to enable the successful implementation of duties. To ensure continuity between the Council and its Committee, the Chair of the CoC Committee will serve on AHAC.
- RESTRICTIONS:** None
- STAFF:** Director, Department of Housing and Community Development
- TERM:** Each Council member will serve a two-year term on alternating annual fiscal year cycles. The Co-Chairs will each serve four-year terms on alternating biennial fiscal year cycles.
- DUTIES:** The Council will:
- Use an equity lens in all its work and recommendations to determine who benefits and who is burdened by past and current actions, how to mitigate burdens, and how housing benefits might be more broadly shared and, by cultivating an inclusive culture that intentionally includes diverse perspectives and interests represented by individuals who reflect the County’s diversity and are committed to housing affordability for all throughout the County;

- Monitor and provide advice regarding the progress toward achieving the Communitywide Housing Strategic Plan recommendations, with a particular focus on the housing unit production and preservation goals specified by the Affordable Housing Resource Panel, included in the annual Budget Guidance, and any additional adopted affordable housing development or preservation guidance;
- Enhance community outreach by communicating with and educating the public about the benefits to the whole community of having housing that is affordable to all residents; the importance of preserving the affordable housing opportunities to prevent displacement and maintain affordable housing opportunities throughout the County; the importance and goals of the Communitywide Housing Strategic Plan, the Countywide Strategic Plan and any additional adopted or successor affordable housing development or preservation guidance, and resource requirements to achieve the goals;
- Recommend affordable housing development and preservation fund goals and priorities;
- Review and provide guidance for the use of funds allocated for the equitable development and preservation of affordable housing;
- Monitor effectiveness of affordable housing fund(s) on a biennial basis and suggest course corrections as needed;
- Recommend innovative affordable housing strategies;
- Review CoC Committee recommendations going to the Board of Supervisors to ensure alignment with the Communitywide Housing Strategic Plan;
- Synthesize and develop overarching policy and program recommendations for affordable housing and homelessness; and
- Understand housing affordability and homelessness challenges in the broader context of poverty, education, health, ability, economic mobility, and systemic racism.

METHOD OF OPERATIONS:

The Council will meet on a quarterly basis, and as needed. The Council may establish an Executive Committee, committees or working groups as needed to accomplish its goals. The Council will provide regular reports to the Board of Supervisors and County Executive, the Fairfax County Redevelopment and Housing Authority and other related boards, authorities and commissions, as needed to ensure progress in achieving the Communitywide Housing Strategic Plan, the Countywide Strategic Plan and any additional adopted or successor affordable housing development or preservation guidance.

**CHARTER
CONTINUUM OF CARE COMMITTEE**

- TITLE:** **Continuum of Care (CoC) Committee**
This Charter is intended to promote a common understanding among the members of the Continuum of Care Committee as to the Committee’s purpose, duties and method of operation.
- DATE INITIATED:** July 1, 2021
- PURPOSE:** As a Committee of the Affordable Housing Advisory Council, the purpose of the Continuum of Care Committee is to provide community leadership and policy guidance, consistent with the One Fairfax policy, to ensure the successful end to homelessness in the Fairfax-Falls Church community. The Committee serves in compliance with the U.S. Department of Housing and Urban Development (HUD) Rule 24 CFR 578, Subpart B, entitled “Establishing and Operating a Continuum of Care.”
- RESTRICTIONS:** None
- STAFF:** Deputy Director, Office to Prevent and End Homelessness, Department of Housing and Community Development
- TERM:** Each Committee member will serve a two-year term on alternating annual fiscal year cycles. The Chair of the Continuum of Care Committee will serve on the Affordable Housing Advisory Council.
- DUTIES:** The Committee will:
- Use an equity lens in all its work and recommendations to determine who benefits and who is burdened by past and current actions, how to mitigate burdens, and how housing benefits might be more broadly shared and, by cultivating an inclusive culture that intentionally includes diverse perspectives and interests represented by individuals who reflect the County’s diversity and are committed to housing affordability for all throughout the County;
 - Develop, monitor, and update the Continuum of Care’s Strategic Plan to prevent and end homelessness;
 - Exercise executive stewardship over the pooled funding and resources available for addressing homelessness in the Fairfax-Falls Church community;
 - Review and monitor aggregate CoC-wide performance of all CoC and ESG programs through HMIS data, such as the Annual Progress Report (APR), Annual Homeless Assessment

Report (AHAR), HUD System Performance Measures, Longitudinal System Analysis (LSA), Point in Time (PIT) count, and Housing Inventory Chart (HIC);

- Promote shared responsibility and decision-making among all partners;
- Involve and engage all segments of the community to ensure their participation in the work of preventing and ending homelessness;
- Enhance outreach to the community by communicating with and educating the public about the benefits to everyone in the community to ending

METHOD OF OPERATIONS:

The Committee as a whole will meet on a quarterly basis, and as needed. The Committee may establish subcommittees or working groups as needed to accomplish its goals. The Committee will develop regular reports that will be provided by the Council to the Board of Supervisors, Fairfax County Continuum of Care and other related boards, authorities and commissions as needed to ensure progress in achieving the goal of preventing and ending homelessness.

Affordable Housing Advisory Council Membership

APPOINTMENT	TERM				
	July 1, 2021- June 30, 2022	July 1, 2022- June 30, 2023	July 1, 2023- June 30, 2024	July 1, 2024- June 30, 2025	
	Four Year Co-Chair Term 1¹				
	Four Year Co-Chair Term 1²		Four Year Co-Chair Term 1		
	Even Year Term	Even Year Term	Even Year Term		
	Odd Year Term		Odd Year Term		
Appointed by the Board of Supervisors					
1	Co-Chair Appointed by Chairman	Kerrie Wilson²	Kerrie Wilson	Kerrie Wilson	Kerrie Wilson
2	Co-Chair Appointed by Chairman	Richard Sullivan Jr³	Richard Sullivan Jr.		
3	Braddock				
4	Dranesville				
5	Hunter Mill				
6	Lee				
7	Mason				
8	Mt. Vernon				
9	Providence				
10	Springfield				
11	Sully				
Appointed by the Director of the Department of HCD, Confirmed by the Board of Supervisors					
12	Business, Economic Development, Health				
13	Business, Economic Development, Health	John Boylan ⁴			
14	Business, Economic Development, Health	Ava Nguyen ⁴			
15	For-Profit Real Estate Industry	Nicholas Bracco ⁴			
16	Affordable Housing Developer/Owner	Shelley Murphy ⁴			
17	Advocacy Group	David Levine ⁴			
18	Advocacy Group				
19	Financial Institution				
20	Faith Community	Jon Smoot ⁴			
21	Consumer Appointee				
22	Consumer Appointee				
Confirmed by the Board of Supervisors					
23	Disability Services Board	Cookie Blitz ⁴			
24	Redevelopment and Housing Authority	Richard Kennedy ⁴			
25	Human Services Council	Jerry Poje ⁴			
26	Community Action Advisory Board	Ken McMillon ⁴			
27	Alliance for Human Services	Maureen Blum ⁴			
28	Northern Virginia Affordable Housing Alliance	Michelle Krockner ⁴			
29	NAACP	Mary Paden ⁴			
30	Advisory Social Services Board				
31	Community Services Board				
32	Fairfax County Public Schools School Board				
33	Planning Commission				
34	Health Care Advisory Board				
35	Human Rights Commission				
36	Chair of Continuum of Care Committee				

¹Co-Chair Terms to Last Four Years on Opposing Two Year Cycles²Current AHAC Co-Chair to Assume Four Year Term³Current AHAC Co-Chair to Assume Two Year Term⁴Current AHAC Member to Remain for One Year Term

AHAC Member Affiliations

Member and Role

Kerrie Wilson, Cornerstones, Inc., Co-Chair
The Honorable Richard C. "Rip" Sullivan, Jr., Virginia Housing of Delegates, Co-Chair
Cookie Blitz, Disability Services Board
Marlene W. Blum, Alliance for Human Services
John Boylan, Dulles Regional Chamber of Commerce
Nicholas Bracco, The Michaels Development Group
Richard Kennedy, Fairfax County Redevelopment and Housing Authority
Michelle Krockner, Northern Virginia Affordable Housing Alliance
David Levine, Good Shepherd Housing
Ken McMillon, Community Action Advisory Board
Shelley Murphy, Wesley Housing
Ava Nguyen, Northern Virginia Association of Realtors
Mary Paden, NAACP
Jerry Poje, Human Services Council
Jon Smoot, Habitat for Humanity of Northern Virginia