



AFFORDABLE HOUSING ADVISORY COUNCIL Continuum of Care Committee

PUBLIC MEETING MINUTES

WHEN: Wednesday, October 13, 2021 @ 2:00 p.m.

WHERE: This meeting will be held electronically due to the COVID-19 pandemic. Members of the public may attend this meeting via:

- ✓ **Attendee Link:**
<https://bit.ly/3tDDH6G>
- ✓ **Or call in (audio only):**
+1 571-429-5982
Phone Conference ID:
896 143 971#

AGENDA: Bylaws
Remote Participation Policy
CoC Operations Policy
Shifting from transitional to ongoing CoC Committee membership
CoC Application



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AFFORDABLE HOUSING ADVISORY COUNCIL

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ATTENDANCE:

Organization	Name	Attending (Yes/No)	Location
Cornerstones	Maura Williams	Yes	Stafford, VA
FACETS	Carole Huell	Yes	Loudoun, VA
Family Services, Fairfax County <i>Domestic and Sexual Violence Services</i>	Vanessa Cullers	Yes	Fairfax, VA
Family Services, Fairfax County <i>Public Assistance and Employment Services</i>	Lisa Jones	Yes	Alexandria, VA
Health Department, Fairfax County	Nathalie Washington	Yes	Fairfax, VA
New Hope Housing	Keiyauna Stanley	Yes	Falls Church, VA
Northern Virginia Family Service	Claire Louis	Yes	Rockville, MD
Pathway Homes	Eleanor Vincent	Yes	Gaithersburg, MD
Public Schools, Fairfax County	Kathi Sheffel	Yes	Fairfax, VA
Shelter House	Laura Woody	No	N/A

Non CoC Committee Members

Organization	Name	Attending
Housing and Community Development, Fairfax County <i>Office to Prevent and End Homelessness</i>	Thomas Barnett	Yes
	Jamie Ergas	Yes

MOTION 1: “I ask that the motion be made that the CoC Committee certify for the record that each CoC Committee member’s voice may be adequately heard by each other CoC Committee member.”

Motioned by: Eleanor Vincent

Motion seconded by: Maura Williams

✓ No Discussion.

✓ Motion passed unanimously.

MOTION 2: “I ask that the motion be made that the CoC Committee certify that the COVID-19 pandemic and vulnerability of the homeless population, including lower than average vaccination rates, makes it unsafe for the CoC Committee and the public to physically attend this meeting in person, and the usual procedures cannot be implemented safely or practically. As a result, I further move that the CoC Committee conduct this meeting electronically through a dedicated video- and audio-conferencing line, and that the public may access this meeting via the Attendee Link, the address of which was included in the public meeting notice. If unable to join virtually, the public may still join by calling +1 571-429-5982, Phone Conference ID: 896 143 971#.”

Motioned by: Nathalie Washington



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Motion seconded by: Keiyauna Stanley

- ✓ No Discussion.
- ✓ Motion passed unanimously.

MOTION 3: “I ask that the motion be made that the CoC Committee certify that the matters on its agenda today relate to the COVID-19 emergency itself, are necessary for continuity in Fairfax County government, and/or are statutorily required or necessary to continue operations and the discharge of the CoC Committee’s lawful purposes, duties, and responsibilities.”

Motioned by: Claire Louis

Motion seconded by: Nathalie Washington

- ✓ No Discussion.
- ✓ Motion passed unanimously.

BYLAWS:

Summary of Changes

- ☐ Article I: Name – Name added
- ☐ Article II: Purpose – Duties now exist solely in the Charter which is referenced in this section
- ☐ Article III: Membership – Aligned with federal regulations, Nomination Subcommittee will need to develop information to support recruitment
- ☐ Article IV: Officers and their Duties – Secretary added, although OPEH staff support can continue to serve as the duly appointed agent and handle the minutes
- ☐ Article V: Meetings – Quorum is further defined under ‘Voting’ as “greater than 50 percent.”
- ☐ Article VII: Conflict of Interest and Recusal – Aligned with federal regulations language
- ☐ Article VIII: Code of Conduct – Aligned with federal regulations language
- ☐ Article IX: Subcommittees – Added descriptions of the Selection & Ranking Subcommittee and the Nomination Subcommittee
- ☐ Removed the CoC Membership section and the CoC Lead Agency and HMIS Lead and added it to the CoC Policies

Eleanor Vincent noted there are no further comments, the process was thorough and inclusive. The feedback provided was already incorporated.

MOTION 4: “I ask that the motion be made that the CoC Committee approve the Bylaws as amended and described.”

Motioned by: Eleanor Vincent

Motion seconded by: Keiyauna Stanley

- ✓ No Discussion.



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- ✓ Motion passed unanimously.

REMOTE PARTICIPATION POLICY:

Summary of Changes

- ❑ Recording in Minutes: Removed the reference to record the reasoning in specificity to respect confidentiality.

MOTION 5: “I ask that the motion be made that the CoC Committee approve the Remote Participation Policy as amended and described.”

Motioned by: Vanessa Cullers

Motion seconded by: Eleanor Vincent

- ✓ No Discussion.
- ✓ Motion passed unanimously.

COC OPERATIONS POLICY:

Summary of Changes

- ❑ CoC Membership (invitation and outreach)
- ❑ Role of CoC Lead Agency & HMIS Lead Agency (moved from Bylaws)
- ❑ HUD CoC Program Funding
 - ❑ Added clarification on the use of the Monitoring & Evaluation Tool; Subcommittee uses the Tool to accept renewal projects
 - ❑ Clarified the CoC Lead Agency is responsible for the Monitoring & Evaluation Workgroup as it is not intended for the Workgroup to function as a public body
- ❑ Added Emergency Solutions Grant (ESG) and Virginia Homeless Solutions Program (VHSP) processes

Emergency Solutions Grant (ESG) is allocated to the Fairfax County Department of Housing and Community Development as the recipient. The regulations specify that recipients must consult with the Continuum of Care, which is what we are doing now. The goal is to document the recommendations of the CoC Committee on the use of those ESG and VHSP funds.

ESG and VHSP are used to fund similar things in homelessness prevention and rapid rehousing and therefore they are taken into consideration as a whole. Fairfax County contracts with 5 non-profit organizations that provide these services. The allocation of funding is based on number of clients served in project types that would be eligible for rapid rehousing (outreach, hypothermia, winter seasonal, overflow/hotels) as well as the number served in prevention. The numbers of clients served are shown in the presentation. The number of clients served varies from year to year and therefore the annual data is typically used with each allocation. Agency B that does not receive any



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of one funding source (for example, VHSP) and therefore would receive more of the other funding source (ESG), in order to receive the same percentage of overall funding, with ESG and VHSP combined. In a normal year, the county receives approximately \$400K [in ESG funding] and has to provide a 1:1 match. The funding covers financial assistance (example: security deposit, last months, rent, rental assistance, etc.). There has been unprecedented funding during the pandemic, but in a normal year, this is the primary funding used for the financial assistance for homelessness prevention and rapid rehousing.

Carole Huell asked if the 2020 number of clients served include QPID operations. Thomas Barnett confirmed that the data does not include QPID operations.

Some of the organizations in the CoC Committee are also ESG subrecipients, contractors of OPEH, and/or receive VHSP funding. Based on the bylaws approved [Conflict of Interest read], CoC Committee members should identify if there is a conflict of interest and should recuse themselves:

Maura Williams: Cornerstones is a subrecipient of ESG funding and is a VHSP grantee and therefore I am recusing myself.

Keiyauna Stanley: New Hope Housing is a subrecipient of ESG funding and is a VHSP grantee and therefore I am recusing myself.

Claire Louis: Northern Virginia Family Service is a subrecipient of ESG funding and is a VHSP grantee and therefore I am recusing myself.

Carole Huell: FACETS is a VHSP grantee and therefore I am recusing myself.

MOTION 6: "I ask that the motion be made that the CoC Committee approve the CoC Operations Policy as amended and described."

Motioned by: Eleanor Vincent

Motion seconded by: Nathalie Washington

✓ No Discussion.

✓ Motion passed unanimously.



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SHIFTING FROM TRANSITIONAL TO ONGOING MEMBERSHIP:

Proposed CoC Committee Schedule & Workflow

MEETING DATE AND TIME	TOPICS
January 12, 2022	<ul style="list-style-type: none"> <input type="checkbox"/> Elect Officers: Chair & Vice-Chair (nomination process to be communicated via e-mail) <input type="checkbox"/> Gaps Analysis: Develop approach to gaps analysis <input type="checkbox"/> Strategic Plan: Discuss approach to begin strategic planning. The county recently adopted the county-wide strategic plan. The strategic plan includes housing and neighborhood livability as a priority area. There are metrics in each priority area, including homelessness, permanent supportive housing, number of people experiencing unsheltered and sheltered homelessness, etc. The CoC Committee needs to build upon the metrics and the 10 Year Plan that expired in 2018. <input type="checkbox"/> Funding Opportunities: HOME-ARP – there is \$7.9 million dollars, which can provide a number of eligible activities, including the acquisition of a hotel to convert to housing or non-congregate shelter. The funding requires consultation with the CoC and other stakeholders like the Housing Authority, domestic violence service providers, veteran providers, human rights and civil rights advocates, etc. In January, a proposed project may be able to be presented for feedback from the CoC Committee.
April 13, 2022	<ul style="list-style-type: none"> <input type="checkbox"/> CoC Policies: Review and update HUD CoC Program policies, to include identifying any priorities that should be considered in ranking. (Examples: uniqueness of project type, population, subpopulation, etc.) <input type="checkbox"/> Bi-Annual CoC Meeting: Plan agenda for spring meeting
July 13, 2022	<ul style="list-style-type: none"> <input type="checkbox"/> Annual Data: (data to be reviewed, SPM, LSA, BFZ, etc. TBD) Eleanor Vincent noted that there is good work underway through Built for Zero and an update would be good.
October 12, 2022	<ul style="list-style-type: none"> <input type="checkbox"/> PIT Considerations <input type="checkbox"/> Bi-Annual CoC Meeting: Plan agenda for winter meeting

Standing Agenda Items: These activities may be ongoing.

- ✓ Strategic Plan
- ✓ Gaps Analysis



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The county's budget cycle may be considered. While this Committee would not be involved in direct advocacy, this is something the Affordable Housing Advisory Council (AHAC) could do. It may be worth considering recommendations to AHAC during the development of the gaps analysis in January.

AHAC is developing a similar workplan, and will also be identifying legislative priorities in October. While the CoC Committee is not engaging in advocacy, the CoC Committee can provide recommendations for both gaps and needs. In October, the CoC Committee may want to consider what legislation is coming that may impact homelessness in Fairfax.

Eleanor Vincent confirmed that it is helpful to have the dates available through the year. It would be helpful to update the agenda accordingly as priorities or projects may shift. One of the things that may need to be included at some point, and is the challenge that is shared by many agencies, is that clients served face barriers to leasing.

Thomas Barnett noted that the challenges related to leasing could be incorporated into strategic planning conversations.

Topic Considerations for December 2021 Bi-Annual CoC Meeting:

- ☐ Coordinated Entry
- ☐ Rapid Re-housing/Shelter Training
- ☐ Presentation on Regional Racial Equity Initiative

Keiyauna Stanley noted that all the topics are great and rapid rehousing training may be helpful considering the resources currently available. Keiyauna Stanley also confirmed that the barriers to leasing would be helpful to address at some point.

Lisa Jones asked for clarification on what is considered to be shelter training. Thomas Barnett noted that training may highlight the process from shelter to rapid rehousing and cover best practices, such as low-barrier entry and trauma-informed services.

Carole Huell asked if there is any talk in expanding permanent supportive housing and its availability and if it is possible to approach across jurisdictions or at the state level. Thomas Barnett noted that the increase in supportive housing is a priority of the state and local government. At the Housing Virginia's Most Vulnerable Conference, it was noted there is a lot of funding through the Department of Behavioral Health and Disability Services. Locally, the county-wide strategic plan includes a metric to increase permanent supportive housing. The continuum of care needs to also be thinking strategically about the opportunities.



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There is a study [[Inequity in the Permanent Supportive Housing System in Los Angeles: Scale, Scope and Reasons for Black Residents' Returns to Homelessness \(capolicylab.org\)](https://capolicylab.org/)] on the Los Angeles Homeless Services Authority using a racial equity lens to analyze their permanent supportive housing programs. They saw the outcomes were significantly worse off for people identifying as Black or African American. They clearly articulated their approaches and findings. As permanent supportive housing increases, it is also important to make sure it was effective. One of the findings indicated that the CoC relied heavily on one model and did not support individuals as they wanted to move out of supportive housing. This information may be helpful for future planning conversations.

Eleanor Vincent asked if the CoC Committee's role includes reviewing subsidies for people that are able to move on from supportive housing? This may be something to consider as part of the gaps analysis.

Thomas Barnett clarified that communities needs to have move-on strategies for individuals that no longer need the intensive services of permanent supportive housing but could move on with a subsidy. This also creates capacity within existing permanent supportive housing.

Thomas Barnett noted that some agencies attended the Regional Racial Equity Initiative kickoff but may benefit from an update. Suggestions are still welcomed if there are ideas after the December 2021 Bi-Annual CoC meeting.

COC APPLICATION:

The CoC is applying for the following (total of \$10,747,930):

AMOUNT	DESCRIPTION
\$9,238,151	Renewal Funding Supports 19 existing projects operated by current HUD Grantees, 16 PSH and 3 RRH
\$461,908	Bonus Funding New Funding Opportunity, 1 PSH project serving 17 chronically homeless individuals
\$770,726	DV Bonus Funding New Funding Opportunity, 1 RRH project serving 47 households/60 persons identifying as victims of DV
\$277,145	Planning Grant Funding Supports 2 positions in OPEH, funding available to hire a consultant to support strategic planning efforts



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- ❑ The CoC Consolidated Application, including the CoC Application attachments and the Priority Listing, will be made available <https://www.fairfaxcounty.gov/homeless/continuum-care>.
- ❑ CoC Application includes questions and responses related to the overall operations of the entire CoC
- ❑ The scoring has changed this year as a result of the pandemic. There are less points overall. This includes less points awarded for the outcomes of the system performance measures (although HUD has already stated in a webinar that we can expect this to go back up), performance points have been eliminated and replaced with bonus points for new projects submitted with housing and healthcare collaborations, and there is significant emphasis (more points added) on CoC Coordination and Engagement.

Application criteria	2018	2019	2021
Project Capacity, Review & Ranking	29	29	30
System Performance Measures	56	60	23
Homeless Management Information System	13	9	11
Point In Time Count	6	6	3
Performance & Strategic Planning – replaced by 10 bonus points Coordination with Healthcare providers	48	40	+10
CoC Coordination & Engagement	48	56	96
TOTAL POINTS POSSIBLE	200	200	163

(There was no competition in 2020)

Information on the nominations for the Chair, which is to be elected before the Vice-Chair, will be sent via email following this meeting. This is also an opportunity for members to confirm continued membership. CoC Committee members are encouraged to speak with supervisors to identify the best fit for the CoC Committee now that it is more established.

MOTION 6: “I motion that the meeting adjourn.”

Motioned by: Lisa Jones

Motion seconded by: Nathalie Washington

- ✓ No Discussion.
- ✓ Motion passed unanimously.

NEXT MEETING: The next meeting will be on January 12th; the location is TBD. Meeting invitations will be shared to reserve the dates.