

**Leadership Team Meeting  
GVPHC  
GoTo Meeting, May 11, 2023  
Meeting Minutes**

**Meeting Attendees**

<b>3e Restoration</b> – L. Poley <b>Ezer Initiative</b> – K. St. Clair <b>Five Loaves Pantry</b> – <b>ForKids</b> – S. Brackett <b>Four Oaks Day Center</b> – <b>Hampton DHS</b> – A. Hill, M. Jones <b>HELP</b> – M. Stearn <b>HNNCSB</b> – J. Small <b>HRCAP</b> – <b>HVAMC</b> – <b>HUD VASH</b> – <b>James City County</b> – K. Denny, L. Tolley <b>LINK</b> – A. Ruffin <b>LGBT Life Center</b> – K. Rogers	<b>Menchville House</b> – C. Durden <b>Newport News DHS</b> – T. Snell, M. Taylor <b>The Heart of Giving</b> – <b>The Planning Council</b> – K. Griffith, J. Dixon, A. Brandenburg <b>Transitions</b> – <b>TSA - Hampton</b> – <b>United Way</b> – C. West <b>VAMC</b> – <b>VEC</b> – <b>WHOM</b> – <b>York County</b> – A. Woodall <b>Community Representatives</b> – <b>Guests</b> – L. Carruth, Project Hope
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**I. Welcome and Introductions**

**II. Minutes**

- The April 13, 2023, meeting minutes were motioned for approval by K. St. Clair and unanimously approved.

**III. Balance Report –**

- The balance as of May 9 is \$1,298.40. PIT Count supplies, the Landlord Forum and WATA tickets accounted for expenditures in the last month.

**IV. Upcoming Grants –**

- VHSP Renewal – TSA Peninsula is not requesting to continue their ES program for \$24,803 so those funds were discussed to be reallocated where needed. HELP, LINK, Menchville House and Transitions stated they were interested in the funding. HELP assisted 22 families last year and would use the funding in the same way that TSAP used it. The City funding for ES ends soon and leaves a gap. Ezer Initiative stated that they also provide shelter support in Hampton. LINK stated the need they saw during the past winter shelter season, particularly for elderly homeless. Menchville stated they are currently conducting renovations to increase the beds at their shelter. Charvalla stated she thinks the funding should stay in Hampton, given that was its use throughout the years and that Newport News has significantly more funding for ES in place already. **The CoC members voted unanimously to allocate the full funds to HELP for ESO.**
- CoC Scorecard – Discussion around how to incorporate Coordinated Entry into the scorecard more logically. The current metric is for 100% participation. Reports will be run May 1 – April 30<sup>th</sup> annually so each agency can review their data. New program participants should all have a referral to SCAAN. The points are all or nothing for a total of 15. Suggested updates include changing 100% participation to 5 points and adding two new Housing Provide Responsibilities. 5 points for Referrals (all service transactions and CE Events have appropriate dispositioned. An additional 5 points around Move Ins. PH – households were exited from CE upon move in. Adopting this new metric would be a pilot for the 4 PH projects currently in place (CANLINK, Safe Harbor, Shelter Plus Care, and CHAP). PSH providers stated they could provide this clean up mid-July in preparation for the next HUD application. Matt motioned to move forward with the vote to adopt this change. **The members voted unanimously to adopt the proposed change in the Scorecard.**

## V. **By-Laws Review –**

- Co-Chair Elections – there are two nominees on the ballot. It will be presented to General Membership and voted on to begin July 1.

## VI. **Current Grants –**

- HMIS New Agency Policy – Agencies have requested to join HMIS who are not currently providers for persons experiencing homelessness but use it more to review/look at the data. Ashley presented a proposed policy that provides a framework for those agencies to present first to the CoC leadership and they will decide to deny or approve the request. A letter will be provided with the decision. If denied, the agency may submit an appeal to the ad hoc Regional HMIS body, and they will make the final determination. If approved, the Lead Agency will proceed with the steps for new agencies as outlined in the Policies and Procedures. **Angel motioned to approve the additional HMIS policy, and the group voted unanimously to approve.**

- BRAC and CANON funds - \$428,000 of BRAC funds were allocated to GVPHC to be spent over five years. The original plan was to divide the funds between the three major localities to house those most vulnerable. The contract expired during the COVID pandemic and the group discussed ways to utilize the funds to fill gaps, such as rental arrears in excess of 6 months. Angel suggested putting forward a proposal to the Fort Monroe Authority to use the funds for rent, utilities, and damages. The funds would be about \$85,000 per year and Charvalla asked the group to decide how to divide it up three ways. Suggestions were to look at PIT data, numbers served in the LSA, population or poverty data. Hotline data and PIT data were determined to be too subjective. Abbitt motioned to divide it 40% Hampton, 40% Newport News, and 20% Greater Williamsburg. **The members voted unanimously to approve this form of splitting the funds.** Angel will draft the proposal and submit it to the FM Authority and bring it back for discussion.

CANON funds total \$3,677.99 and Angel suggested the funds be used to purchase bus passes for the outreach workers to share. Keith suggested adding the funds to the GVPHC balance to use for professional development, bus passes, food, and gas cards. A variety of passes can be purchased, such as day passes, gas vouchers, Max passes, etc. A motion was made to utilize the funds for transportation expenses, also split 40/40/20. **The members voted unanimously to utilize the CANON funds for transportation.**

- **Performance Management Plan**

The PMP has six areas to measure performance, monitor and evaluate it, standardize the measures, monitor project administration, and methods to address underperforming projects. The process for improvement has not yet been discussed and agreed upon. TPC will bring models to share from other CoCs.

## VII. **Strategic Plan –**

- The May General Membership meeting will include a discussion around the structure of committees to align with the plan.

## VIII. **Roundtable Updates –**

- Angel requested to utilize funds for a retirement gift for Dee Schwartz at NNDHS, a longtime PATH Supervisor. **The members voted unanimously to approve the use of CoC funds for a gift.**
- Thursday, May 17 will be a training on Trauma Informed Care. 10 AM – 11:30 PM at UWVP.
- Charvalla announced that the VA Peninsula has seen a 9.7% decrease in poverty with the new ALICE data report. UWVP is also hosting youth-serving organizations on May 24th at 2 PM at their office.
- LGBT Life Center hired a new Director of Housing – Julie Snell.
- VA Association for Housing Counselors had a successful conference of 80 attendees May 1-4<sup>th</sup> at the Portsmouth Renaissance.
- Ezer opened a one-stop Resource and Family Resource Center in Buckroe Beach, Hampton. Agencies such as Transitions Family Violence and Gordon Wellness will be co-located there.

- Hampton RHA opened their application for Section 8 vouchers. It is open today and closes on Saturday, May 13<sup>th</sup>. It is for a lottery draw to get on the waitlist, and they are accepting 5,000. There is a preference for Hampton residents first.

**Next meeting:** June 8, 2023, 9:00 AM *in person at United Way Virginia Peninsula (101 York Crossing, Yorktown)*