



## POLICY AND PLANNING COMMITTEE

### MINUTES

January 25, 2023

#### **Minutes:**

##### Attendees:

Jean Jones (P&P Co-Chair)

Sharonita Cousin (P&P Co-Chair, VSH)

Sarah Johnson (ForKids)

Joy Shaffer (HER, PHAC Secretary)

Annie White-Guertin (PARC)

Pat Chambers (PCOM)

Dean Burgess (PDBHS)

Kathie Moore (PDBHS)

Dwight Williams (PDBHS)

Darlene Washington (PVH)

Ursula Murphy (PSO, HMIS Chair, CE Co-Chair)

Amanda Brandenburg (TPC)

Karen Joyner (TPC)

*Missing: Eggleston, STOP, VBCDC, Endependence, Oasis, & PRHA*

*Excused Absences:*

The meeting was called to order by Jean Jones (P&P Co-Chair) at 10:03 am.

#### I. Minutes –

- The committee reviewed the November 29, 2022 minutes. Clarification that Beck Barfield is linked to Eggleston was noted in the attendee list. Ursula Murphy motioned the minutes be approved with the correction. Joy Shaffer seconded the motioned. Motion carried.

#### II. Point In Time Count –

- Unsheltered PIT Count
  - There are 3 teams with a total of 9 volunteers that will be conducting the unsheltered PIT Count. Teams will meet up at 6:30 am at Oasis, which will be open for us to gather before the count. There will be EMS staff available to join volunteer teams for safety.

- Ursula Murphy recommends holding a debrief after the Count in February to gather information on what went well or what can be improved.
- Housing Inventory Count – Ursula Murphy asked about missing geocodes. This has been fixed. ForKids does not have a separate emergency shelter project to track Portsmouth families that would be included on the PHAC HIC.

### III. HMIS Updates

- Audits – There are no changes to the HMIS Audit Methodology for 2023 audits. The methodology has been reviewed at the HMIS Committee. The Data Team will review the technical standards check list and additional requirements outlined in the HMIS Policies and Procedures and HMIS Data Standards. In February a scheduler will be sent out to all agencies and is first come first serve. All Audits will be completed during the month of March.
- System Performance Measures (SPMs) – Wellsky is still working on updating the reports for the SPMs in HMIS. Wellsky anticipates finalizing updates next week and will be submitted on time. Please look out for emails with SPM updates next week.
- Longitudinal System Analysis (LSA) – The LSA includes data that comes from HMIS. It includes Emergency Shelter, Transitional Housing, Rapid Rehousing, and Permanent Supportive Housing. It does not include Other Permanent Housing or Prevention programs. Portsmouth had the cleanest data, was quickest to fix any errors, and was submitted with the least amount of flags. The Stella dashboard has been created and will be made available to the partners once the LSA is confirmed by HUD.

### IV. P&P Updates –

- Portsmouth ARP Plan
  - Jean Jones asked all the partners to review the plan released by Jeff Crimer and submit any feedback to him directly by the January 31, 2023 deadline.

### V. Quarterly Reports –

- ForKids
  - Housing Crisis Hotline – CDBG
    - Supports intake answering phone for callers. Close to spent, does not cover full program to cover Portsmouth needs. Private funds fill the gap. Noticing an increase in calls for evictions and utilities getting disconnected.
  - VERP –
    - Sarah Johnson announced that ForKids was awarded the Virginia Eviction Reduction Program (VERP) that will cover the city of Portsmouth and Chesapeake with \$461,000 in funding. ForKids is currently getting funds to cover the match requirement. This will have a broader eligibility than VHSP Homelessness Prevention programs. ForKids anticipates this program will be up and running in the next month or so. This program has an advisory board with Portsmouth representatives. Households enrolled in the program would be

captured in an HMIS program and or call point, the households served would not be in the Coordinated Entry project. Partners asked how they could join the advisory board; Sarah Johnson will share the list.

- TBRA
  - Program is a little slow on spending and households served. Continuing to navigate the housing application and location process. Goal is to serve an additional 16 households by the end of the year.
- VHSP Prevention
  - On track to spend. Halfway spent and served 5 households. There are some issues maintaining contact with households. Looking to improve engagement and quickly connect households to new housing.
- HER
  - DV Shelter and Restore Family Shelter
    - Percentages of spending are low – agency has history of starting slow and no current concerns with spending down the grants.
- PARC
  - SUTR Plus
    - Halfway through the grant and at 41% spent. On track with the number of households served. Challenge with rent increases due to leasing apartments. PARC is waiting to lease units until households are referred to ensure the unit meets the households needs. In previous year there was difficulty getting households into units that PARC had leased.
  - FaSH
    - Program ended 12/31/2022. Grant was 93% spent down. There will be one more drawdown to be completed to close out the grant.
  - SABRE 2
    - This grant ended on 12/31/2022 and PARC will make one more drawdown to close this grant. PARC will report on the close out for this grant in the next meeting.
- PCOM
  - CHRON
    - On track and spending. Households are stable.
  - TH
    - Grant closed and was fully expended.
- PDBHS
  - Has been operating at capacity. Amounts may differ in the 4<sup>th</sup> quarter as the primary contact in finance was out. Has some challenges recently as landlords are turning over and properties are changing hands without notice to the partner agencies.
- PVH
  - VHSP

- 76% expenditure rate. Program typically draws down monthly, there was a slow start due to the financial audit delays. Has served 35 new individuals in VHSP for shelter.
- VSH
  - HTF is under spent and is due to close at the end of February. Will clarify if they will fully expend or request extension.

## VI. Updates

- CoC Training List
  - Jean and Sharonita has created a spreadsheet with the trainings and sub-topics to categorize trainings by target audience and further determine which trainings should be mandatory based on the audience. Please submit your response back to Jean Jones and Sharonita Cousin. Darlene Washington recommends the trainings mandated by funders be made mandatory at the CoC level. Additionally, the CoC should set a standard for why trainings mandated if not mandated by the funder. SAMSA and OrgCode have announced some trainings. Training list will be discussed again in February.
- VHSP Quarter 2 call will be held on January 30 or 31. Awaiting response from the Department of Housing and Community Development (DHCD).
- The State is hosting a listening session for the VA Consolidated Plan on February 1, 2023.
- Housing Trust Fund grant announcements have not yet been announced.

Meeting adjourned at 11:53 am.

Next meeting is February 22, 2023 – 10:00 AM