

Southeastern Virginia Homeless Coalition (SVHC)  
 Program Monitoring Committee Meeting Minutes  
 December 8, 2020  
 GoTo Meeting

Attendees	Alicia Matthews, St Columba Barbara Wagner, VSH Bill Young – ForKids Duane Miller, VSH Jacob Snow, CCC Jennifer Levine, CCC John Guglielmino, NCSB Junita Dowdy, ForKids Kaity Tatum, LGBT Life Center Kristen Pine, YWCA Marla Robinson, NCSB	Marleisa Montgomery, Genieve Mary Sue Rawls, CAPS Meg Honan, NCSB Meisha Calloway, YWCA Nathan Ruckman, LGBT Life Center Stacie Walls, LGBT Life Center Taleshia Wynn, NDHS Amanda Brandenburg, The Planning Council Julie Dixon, The Planning Council Jordan Schaller, The Planning Council Angela Kellam, The Planning Council
AGENDA ITEM	DISCUSSION POINTS	
MINUTES	John motioned the minutes be approved as written; Kristen seconded the motion. The motion carries without opposition. The minutes from October 28, 2020 were approved as written.	
SYSTEM PERFORMANCE DASHBOARD	Jordan Schaller demonstrated the System Performance Dashboards for the SVHC.	
PERFORMANCE MANAGEMENT PROGRAM	Jordan Schaller reviewed the Performance Data Plan and updated the committee that the HMIS team is exploring the best way to build out the custom reporting dashboards. Amanda Brandenburg reviewed the Performance Administration Plan. It was discussed to create a tool that can capture multiple funding streams for one program so grantees won't be penalized for spending one grant down slower than another as long as together, the funding streams are accomplishing the goals of the project.	
POINT IN TIME	PIT Dates will be January 27 & 28, 2021. John G motions that the CoC request an exception to not conduct an Unsheltered Point In Time, while conducting the Sheltered Count in 2021. Bill seconded. No opposition. Amanda Brandenburg will submit an email to HUD to request that the Southeastern Virginia Homeless Coalition be exempt from conducting the unsheltered portion of the Point In Time Count.	
QUARTERLY REPORTS	<ul style="list-style-type: none"> <li>• <u>City of Chesapeake</u> – TBRA</li> <li>• <u>Commonwealth Catholic Charities</u> – HTF</li> <li>• <u>ForKids</u> –             <ul style="list-style-type: none"> <li>○ HTF</li> <li>○ CDBG</li> <li>○ ESG</li> </ul> </li> <li>• <u>NCSB</u> – TBRA</li> <li>• <u>Norfolk HART</u> – TBRA</li> <li>• <u>LGBT Life Center</u> – ESG</li> <li>• <u>St. Columba</u> –             <ul style="list-style-type: none"> <li>○ ESG</li> <li>○ CDBG</li> </ul> </li> <li>• <u>The Salvation Army</u> – ESG             <ul style="list-style-type: none"> <li>○ Agency was not in attendance to report. The committee recommends The Planning Council draft a letter to the City of Norfolk to be reviewed during the upcoming CDBG cycle. Draft will be reviewed by PMC chairs before being distributed.</li> </ul> </li> <li>• <u>Virginia Supportive Housing</u> – HTF, CDBG</li> <li>• <u>YWCA</u> –             <ul style="list-style-type: none"> <li>○ ESG</li> <li>○ HTF</li> </ul> </li> </ul>	

COMMITTEE UPDATES	<ul style="list-style-type: none"> <li>• SCC Singles – Serious issues with flow at the SCC Singles meeting. The agenda and process need refinement. Amanda and Shantelle will meet with Jordan to try and clean things up and streamline. John asked if the CES meeting can be moved.</li> <li>• SCC Families – SCC Families has a chair vacancy. Will be holding nominations. New CES process is starting to get into the swing of things. SCC Families is missing their notes section.</li> <li>• HMIS – Meeting was the morning of 12/8. First meeting with the updated mission for training and learning for all HMIS end users in the CoC. The CoC needs to set a standard for a fall off time frame for Street Outreach projects. The HMIS group recommend that the CoC adopt a 90 day fall off to match the requirements for PATH. The CoC needs to discuss how this may affect CES.</li> </ul>
PMC SCHEDULE	Amanda will send out a survey to determine what day/time would be the next best option for rescheduling the PMC meeting.
UPDATES & ANNOUNCEMENTS	<p>Virginia Eviction Reduction Program has been announced.  New building is about 3 months out from completion!  Kaity is moving on from LGBT Life Center to move to California.</p>

**Meeting adjourned 3:23 pm.**

**Next Meeting: January 27, 2021 12:30 PM via GoTo.**

DRAFT