

Partnership to Prevent and End Homelessness in the City of Alexandria

Governing Board Meeting

NOTES

DECEMBER 4, 2014

10:00AM

DCHS – 2525 MT. VERNON AVE.
CYPHER'S ROOM

TYPE OF MEETING	Governing Board called to order at 10:05 by Chair Pam Michell
ATTENDEES PRESENT	Allen Lomax, Lesa Gilbert, Lynn Thomas, Cheryl Malloy, Connie Juntunen, Debra Evans, Dimitri Warren, Eric Keeler, Lissette Bishins, Alfred Shinns, Michael O'Rourke, Michelle Krocker, Nan Goodwin, Pam Michell, Katharine Dixon
VISITORS	Bernie Caton, Diane Charles, Suzanne Chis, Julie Jakopic, Mary Parker Lamm
MEMBERS EXCUSED	Carol Jackson, Jenny McDaniels, Kari Galloway, Marvel Robertson, Catherine Hassinger, Shelley Murphy
MEMBERS ABSENT	
NOTE TAKER	Megan Stacy

Agenda topics

I	INTRODUCTIONS
Introduction of guests and members	

II	LEGISLATIVE PRESENTATION
<p>Guest speaker, Bernie Caton, the City of Alexandria's Legislative Director, came to present the city and state legislative processes. Each year the General Assembly meets; on even years they hold long sessions and on odd years, they have a short session. This year will be a short session year from January 14, 2015 through the end of February. Unfortunately, there is no additional money in the budget this year to address housing and homeless prevention needs.</p> <p>Medicare Expansion: Some have indicated that this will go forward in some hybrid state. Mr. Caton does not think this will happen.</p> <p>There is a Virginia State Housing Trust Fund created in 2011 which provides loan origination and servicing activities for new construction, rehabilitation, repair, acquisition, etc. (up to 80%). Up to 20% of the Fund is available as grants to aid organizations in reducing homelessness.</p> <p>Legislative package to be placed on Governing Board May agenda.</p> <p>The City's process starts in February with the gathering of ideas and/ or proposals from City Council Members and boards and commissions to be adopted in May. This year, the Community Service Board package included an affordable housing request.</p> <p>It was noted that the best way to have the Governing Board's voice heard is to go through the Affordable Housing Advisory Committee; they are the City's official advising council on issues regarding maintenance and promotion of affordable housing.</p>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Legislative package placed on GB May agenda Follow-up on Affordable Housing Advisory Committee and suggestion for Official Advisory Council for Homelessness	Nan Nan	May 4 Jan GB Mtg

III	SHELTERED HOMES OF ALEXANDRIA (SHA)
<p>Julie Jakopic: Sheltered Homes of Alexandria began 18 years ago. The City cannot hold mortgages so SHA was formed to purchase property that would provide housing for individuals with intellectual disabilities and serious mental illnesses who otherwise might be homeless. SHA still holds some mortgages and the titles to the majority of the ID and MH residential facilities. SHA operates on a Residential Services Model with group homes and roommate-type situations for clients though their goal is to move toward single-occupancy units.</p>	

Currently, some of the houses owned by SHA are in need of repair. They are in the process of planning temporary moves of clients in order to facilitate the repair schedule (also in planning phase). They do have empty properties available as swing space (i.e. 116 N. Grayson).

Sheltered Homes of Alexandria receives HUD funding for the operation of 2 of the Continuum of Care (CoC) funded programs. Clients also pay a monthly fee. The City of Alexandria manages the properties and staffs the programs. The City is reimbursed by SHA for these expenses. SHA will consult with the Corporation for Supportive Housing on transitioning to a new management plan for properties as well as a housing first plan for programs.

Connie Juntunen: Current residential model staffing plans have residential counselors tied to locations. Under the new model case management would provide a more person centered approach. The Community Service Board is in the process of removing licensing from their facilities. Only services will be licensed.

Suzanne Chis: 211 Aspen (owned by the City, not by SHA) was given to the City as part of a budget decision. It is now under the control of General Services and not within Community Service Board control. A non-profit can approach the City about using Aspen to provide program or affordable housing. Currently 116 Grayson (owned by SHA) is being used to provide swing housing for clients living in facilities that are in need of major repairs. In the future, Grayson could be sold to provide funding for single occupancy apartments.

Michelle Krocker: Suggested that SHA have a developer on their Board. It was suggested that SHA approach someone from EYA.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Possible follow-up non-profit use of 211 Aspen	None assigned	

IV	REVIEW AND APPROVAL OF MINUTES
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Revision in minutes: None. It was asked that the minutes be emailed prior to meeting. Motion to approve minutes: Allen Lomax. Seconded Michael O'Rourke. Minutes approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email minutes prior to meeting	Nan Goodwin	

V	LETTER TO CITY MANAGER
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Michelle Krocker: Northern Virginia Affordable Housing Alliance letter to City Manager (see handout). Items discussed in letter:

- Rent Relief for Seniors and Persons with Disabilities
- Homeless Prevention Services
- Alexandria Fund for Human Services
- Joblink
- Housing Trust Fund
- Housing Locator

Motion to sign on as Governing Board to City Letter (Michael O'Rourke); Allen Lomax seconded.

State funded program for Homelessness

- Federal/ State eligibility requirements
- How to be proactive; not reactive

Equal Opportunity Commission (EOC) Advocacy Committee wrote letter requesting input into the City Budget

- Lesa to distribute Equal Opportunity Commission (EOC) Letter

Pam Michell invited to talk with Employment Commission.

Lesla Gilbert and Pam Michell – Meet with John Porter of ACT; CoC organization funding for consultant to work with the Governing Board and how best to operate.

CONCLUSIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Talk to Joblink Forward EOC Advocacy Committee letter to Governing Board	Pam Michell Lesla Gilbert	12/9

VI MEMBERSHIP		
<p>Debbie Evans, Membership Committee Co-Chair: Proposed approval of membership to the Governing Board for Davina Richardson, INOVA Case Manager and Community Relations Representative. Ms. Richardson replaces Amanda Carter in the CoC. Davina Richardson was approved for membership of the Transitions Committee; extended membership to Communications Committee and Advocacy Committee.</p> <p>Nan Goodwin: Ideally, we need someone at INOVA who has the authority to okay the language in a memorandum of understanding (MOU).</p> <p>Allen Lomax: to talk with the Public Health Advisory Commission Chair, Meredith Taylor – Health Director, INOVA Hospital to involve her in the Transitions Committee MOUs.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Speak with Meredith Taylor	Allen Lomax	

VII ANNOUNCEMENTS		
<p>Connie: Youth Grant – Total grant is \$700K, renewable annually. \$160,000 is housing subsidy. Center for Adult Services has received permission to hire 4 full time and 1 half time employee to staff the youth grant. A subcommittee has been formed to design a youth grant housing plan. Subcommittee members are Connie Juntunen, Lynn Thomas, Mary Parker Lamm, a representative from Guest House, and a representative from New Hope Housing. First meeting is scheduled for Dec. 8th at 3 p.m.</p> <p>December 9th City Council Meeting</p> <ul style="list-style-type: none"> • City Manager releasing 5 year financial plan • Smaller meetings to discuss individual budgets <p>Lesla will distribute 2016 budget information, also available on the City Budget Website</p> <p>December 10th @ 3pm Membership Committee Meeting – 421 King Street Suite 400</p> <p>December 15th Transitions Committee Meeting</p> <p>January 27th Legislative Hearing</p> <ul style="list-style-type: none"> • Strategic Plan <p>Lissette Bishins announced that she is leaving Carpenter’s Shelter to accept another position. She nominated Cheryl Malloy to be Vice Chairman of the Governing Board; second Michael O’ Rourke. Elected by acclamation.</p> <p>Cheryl has agreed to lead the effort to restructure the PPEH Bylaws by the end of FY 2015.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Distribution of 5-year Financial Plan released by the City Manager and 2016 Budget Guidance, also from the CM’s office.	Lesla Gilbert	12/5/14

VIII ADJOURNMENT		
Meeting adjourned at 11:45am.		
CONCLUSIONS	Next meeting – January 8 th ; Cheryl Malloy will Chair the meeting in Pam Mitchell’s absence.	