



FREDERICKSBURG REGIONAL  
CONTINUUM OF CARE

## System Planning Committee Meeting

**Date:** October 17, 2018

**Time:** 3 PM

**Location:** George Washington Regional Commission

<b>MEETING CALLED BY</b>	Sam Shoukas (GWRC)
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>NOTE TAKER</b>	Sam Shoukas
<b>ATTENDEES</b>	Lisa Crittenden (Loisann's Hope House) Angie Sullivan (Empowerhouse)- on phone Meghann Cotter (Micah) Lori Yelverton (Micah) Sam Shoukas (GWRC)
<b>ABSENT</b>	Kathy Anderson (Empowerhouse) Tammy Torres (Empowerhouse) Tara Best (Loisann's Hope House) Dave Cooper (TBC) Kim Lally (TBC) Kathy Bridgeman (NVFS) Michele Porter-Will (Volunteers of America) Brian Sangutei (VA)

<b>DISCUSSION</b>	
<p><b>Introduction</b></p> <ul style="list-style-type: none"> <li>A quorum was not present at the meeting. Therefore, approval of minutes will wait until next meeting in which a quorum is present.</li> </ul> <p><b>Stafford County community Partnership Fair</b></p> <ul style="list-style-type: none"> <li>CoC Staff will be going to the Stafford Fair on 10/23. A table has been reserved for homeless services. Staff would like to bring information on all of the partners to the meeting fair. CoC staff will coordinate with providers to get copies of their</li> </ul>	

brochures to take to the fair with them.

**Coordinated Assessment**

- Sam, Lisa, and Lori were able to meet with the coordinated assessment candidates this morning for panel interviews. Two candidates were interviewed as the third candidate withdrew her application. Based on the interviews, there was a candidate that stood out and the panel was excited for the position. Linnea Albrecht will be the community’s coordinated assessor as of November 1, 2018. CoC staff will be working with LHH to be sure that Linnea is trained and has time to spend with each provider to get to know them and their programs.
- Sam will be providing coordinated assessment training to Hope House night staff and Micah volunteers on 10/18. Micah will be planning a “blitz” to get all people coming to the Day Center through coordinated assessment. Micah volunteers will be assisting with these as to not bombard the hotline number. Once all are completed, Micah volunteers will be assisting any new people coming to day center to connect with the one number.

**Housing Trust Fund**

- Micah Ministries was the only provider to submit a request for a letter of support for the Housing Trust Fund. Micah has submitted for RRH funds, targeted to youth, which includes housing location. Micah also submitted for PSH case management. the funding and performance committee will be meeting on Friday 10/19 to discuss the requests

**Landlord Breakfast**

- Kelsey will be hosting a housing locator breakfast early next year. Meghann requested that the partners provide names and contacts to those that should be invited, both those that have housed clients in the past as well as those that could have units for use. Meghann will send a follow up email to request the information from partners. Meghann is also hoping that the partners would attend to meet with the landlords.

**PIT Count**

- The 2019 PIT count will be held January 24. CoC staff is working to plan a PIT count planning meeting for the beginning of November to get more involvement from the community in the planning of the unsheltered count in particular. More information on that will be provided once available.

CONCLUSION		
ACTION ITEMS	PERSON(S) RESPONSIBLE	DEADLINE

Approved 11/20/2018