



FREDERICKSBURG REGIONAL
CONTINUUM OF CARE

System Planning Committee Meeting

Date: December 19, 2018

Time: 3PM

Location: George Washington Regional Commission

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

DISCUSSION	
<p>Introduction</p> <p>Approval of November 20, 2018 Minutes</p> <ul style="list-style-type: none"> Kim Lally moved to approve the minutes and Tara Best seconded the motion. The motion carried unanimously. <p>Coordinated Assessment</p>	

- CoC staff met with Coordinated Assessment (CA) staff this week to discuss how CA has been going and changes to make for the New Year.
 - Those that are on the shelter list and do not call back within time frame for an open bed will remain on the list and continue to be followed up with for the next bed while the next person on the list is contacted to fill the bed. The CA coordinator will remove persons from the shelter list only once they self-resolve or no contact is made for a month
 - Those in a temporary shelter situation, Linnea will follow up one week after initial assessment to see that they have what they need and provide them with information to get back in touch with her if their situation changes.
 - Those that are waiting on a date for eligibility will be kept at the bottom of the list to remain on the radar.
 - In the New Year, Linnea will focus on creating connections with community partners to create warmer hand offs. The Communications Committee will also be working on marketing materials for the line.
 - Official name of the line has been established as the Homelessness Helpline.

Funding Policies and Procedures

- CoC staff presented updates made by the Funding and Performance Committee to the Funding Policies and Procedures to provide additional guidance to other CoC funding decisions areas other than just collaborative applications. CoC staff will post to FRCoC website for public comment prior to adoption by the Board next year.

Project Performance Standards

- CoC staff presented project standards drafted by the Funding and Performance Committee. The System Planning Committee will be working on the elements, as was requested in the 2018 Action Plan.
- The committee discussed the use of the data, frequency of the reporting, and impacts on funding.

Prioritization Data Analysis

- CoC staff presented a comparison data of prioritization data as requested at the November 2018 meeting to look at the differences in ranking between partners. Staff will continue to review the data to monitor difference and bring observations to the committee to review and make changes as necessary.

Data Dashboard

- Staff requested data points from committee members about what they would like to see on a regular basis for reporting on project progress. CoC staff drafted elements that were presented as well as elements that would assist in painting a picture for what the community programs are doing. These data points will be presented to the committee on a monthly to quarterly basis to evaluate work being done in the community.

MLK Project Update

- The Goodwill AmeriCorps VISTA is still working on putting kits together for homeless households, thought the contents have changed. The agencies stated that they would still be interested in the kits. Micah has offered to store any extras at the Furniture bank after the initial handout and the partners can coordinate from there.

2019 Meeting Dates

- CoC staff presented 2019 dates for the System planning committee and there is a conflict during the March meeting. Meeting will be pushed back on week and will be scheduled for the 27th of March.

CONCLUSION		
ACTION ITEMS	PERSON(s) RESPONSIBLE	DEADLINE