



Blue Ridge Continuum of Care

Meeting Minutes

Tuesday, November 21, 2017

ATTENDANCE	P	Aaron Fallon	P	Jo Nelson	P	Matt Crookshank
P = Present	-	Aaron Dowdy	-	Karen Mason	P	Marie Muddiman
- = Absent	-	Brenda Thornton	-	Karen Michalski-Karney	P	Captain Monica Seiler
	P	Ben Bristoll	-	Karen McNally	-	Patrick Critzer
	P	Carol Tuning	-	Kathleen Beverage	-	
	-	Cheryl Likens	-	Kim Gembala	-	Shannon Bardales
	-	Chris Campbell	-	Kristen Moses	P	Tamy Mann
	P	Dan Merenda	P	Kristin Adkins	P	Tanyia Jones
	-	Debbie Sawyer	P	Leslie Leedy	P	Tracy Kochel
	-	Emily Jewett	-	Lisha McCargo	-	Susan Trout
	P	Jeanne McCormack			P	Sandy Peggins
GUESTS	P	Sarah Baumgardner	P	Amelie Rives		

- **Welcome and introductions – Carol Tuning**
 - Carol Tuning began the meeting at 9:00 a.m. with introductions by those in attendance.

- **Authority Cares – Sarah Baumgardner, Western Va Water Authority**
 - Sarah Baumgardner described the billing cycle on their accounts and at what point they are targeted for disconnection of services.
 - “Authority Cares” is a new prevention program to assist clients with paying water/sewer bills before they are disconnected. Approximately \$4,000 a month will be available for the program.
 - A draft of a flyer promoting the new program was distributed to the group. Captain Monica Seiler stated the initial information needs to also be written in Spanish or we won’t reach those who really need assistance.
 - Clients will be screened through Central Intake and then referred to the program if eligible. (50% AMI household income limit)
 - If there seems to be a pattern with a repeat client, Financial Coaching will be available from United Way to assist clients with budgeting and financial tips.
 - Dan Merenda suggested the CoC logo also be placed on the bottom of the flyer as a partner.

- **Faith Community Meeting Update – Carol Tuning**
 - Carol Tuning, Matt Crookshank, Dan Merenda and Susan Trout met with faith community members to discuss the partnership currently in place to provide utility assistance since DSS has discontinued utility assistance.
 - There are 11 churches who pledge to make utility payments but the process is not timely. The group discussed ways to make the process easier.



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- The presentation will be posted on the CoC website.
- **SSVF Letter of Support and Grant Overview – Jo Nelson, TAP**
 - Jo Nelson presented a draft letter to Carol Tuning for support in their next grant application (\$367,000).
 - For the previous year, SSVF served 198 veterans, 70% where within our CoC area, 74% of funds were spent in RRH.
 - Dan Merenda motioned the CoC approve the letter of support for the SSVF grant. Marie Muddiman second the motion. Those present unanimously approved.
- **UWRV Collaborative Application – Matt Crookshank**
 - Matt Crookshank stated the CoC application submitted in October for Phase I was not one of the three approved.
 - Carol Tuning suggested the CoC should approach other funding sources such as AEP or Walmart before the current funding ends on June 30, 2018.
 - Kristin Adkins stated a Tier III funding RFP will be out next week. There will be less detail in the application process and more program-focused. She was not aware of the amount of funds available.
 - One concern expressed among the group is that several agencies use UW funds as a match for government grants.
- **Community Spending Report – Matt Crookshank**
 - Matt Crookshank reviewed the Community Spending Report that shows the spend-down on VHSP, ESG and HUD funds. Partner agencies are on track to meet their annual spending goal.
- **Data Quality Plan – Matt Crookshank**
 - The committee has been working on the draft of the Data Quality Plan and will draft a common intake form that flows with Service Point data. The final draft will eventually need to be approved by the CoC.
 - Matt stated Ben Bristoll has been working on the data transfer from Omnus to Service Point for the Rescue Mission. Ben is developing a mapping process so the records can be migrated. The trial run was successful last week. Ben is also attempting to transfer the client photos, which some have said cannot be done. Accolades to Ben!
 - Rescue Mission personnel (47 users) have been trained and January 1 is still the target date. Matt anticipates everything to run smoothly.
- **BNL Committee Updates**
 - Family – Functional zero for the past two months; however, it is possible that not all information



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is being submitted to the BNL. Once the Rescue Mission is online with HMIS, this problem should be eliminated.

- Youth – Youth will now join Family meetings. Sandy Peggins will maintain the Youth BNL.
- Veteran – There are 22 active Veterans; 9 chronic Veterans. Inflow is much greater than the housing rate.
- **Other Announcements**
 - Carol Tuning announced the 2018 PIT count is scheduled for January 24, 2018. The unsheltered count will be conducted the morning of January 25th.
 - Homeless Persons Memorial Service on December 20 at 11:00 a.m. at Greene Memorial United Methodist Church.
 - Marie Muddiman asked the group to reach out to their legislators to let them know about the current state of homelessness.
 - Virginia Housing Alliance is sponsoring a training, “Motivational Interviewing”, in Roanoke. There is currently a waiting list.
 - Active Shooter training will be held at Salvation Army on November 29th. Contact Captain Monica Seiler if interested.
 - If interested in NARCAN training, contact Pam Meador, Drop In Center. Steve Ratcliff at BRBH is also a trainer.
 - Tracy Kochel has hired Amy Shirkey to replace Teri Hostetter at BRBH.

**The next meeting of the CoC will be January 16, 2018
at the Council of Community Services**