

Minutes Approved November 28, 2012

FOOTHILLS HOUSING NETWORK
October 17, 2012
Rappahannock Rapidan Regional Commission

In attendance: Cathy Zielinski, Andrée Munson, Cheryl Carter, Tyronne Champion, Brandi Day, Bob Lingo, Michael Rush, Karen Brown, George Stokes, Sue Hansohn, Ginger McAlister, Lisa Peacock, Tony Hooper, Jan Selbo, Valarie Ward, Dana Oldaker, Jenny Biche’

AGENDA ITEM	DISCUSSION	ACTION	WHO
Approval of Minutes	Bob Lingo made a motion to approve the September meeting Minutes. Brandi Day identified a typo and second the motion with the correction made. The motion carried.	Approve September Meeting Minutes	ALL
HPP/HSG Grants & Rapid Re-housing status update	<p>HPP: To date 23 families (74 people) have been helped and there is only a few thousand dollars left that has already been committed to assist with security deposits, paying back rent, etc. 63 applicants have been denied, mainly due to no id, rent exceeds fair market rent, mortgage assistance does not qualify, or insufficient paperwork. The program closed on October 1st until funding can be reimbursed. If an applicant is denied at the pre-screening stage, they do not have the right to an appeal.</p> <p>Cheryl stated the program is going very well. The in-takes/pre-screening that the Dept. of Social Services and others have been completing has been very helpful and Cheryl and her staff appreciate their assistance.</p> <p>HSG: Tyronne has had success assisting applicants and is almost out of money. Typically there is a lag of 30-45 days turn around time between submitting receipts and reimbursement. Fauquier County has agreed to assist Tyronne by fronting him the reimbursement so that the program doesn’t have to close while they wait for money from DHCD. Culpeper County will look to see if Human Services can assist HPP in the same manner. Securing a lease continues to be the greatest challenge for applicants.</p> <p>Rapid-Rehousing: There will be a monitoring visit from DHCD on November 29th to review the financial files, case files, policies, etc.</p> <p>Landlord Network: Per Brandi’s suggestion, Cathy applied to the Northern Piedmont Community Foundation for a \$5,000 grant to use for an insurance</p>	<p>Culpeper Human Services will look to see if Culpeper County would front reimbursement costs for HPP</p>	<p>Lisa Peacock, Cheryl Carter</p> <p>Cathy Zielinski</p>

	<p>fund as an enticement for landlords to partner with FHN and high risk clients. Awards will be announced in mid-January. Cathy will send a copy of the proposal to the Committee (see attached).</p> <p>There was good discussion at the Culpeper landlord breakfast meeting Sue & Ginger hosted and the general consensus from the landlords was that they would work with FHN if the lease was in the agency's name (master lease). FHN could sublet to as many clients as they would like. Their biggest concern was the high turn over rate if renters did not re-qualify every three months and the landlord would have to keep having to fix up the unit every time. Grant funds will be used for case management to help ensure that the renters will re-qualify every three months, but the recipient has to have a lease in their own name.</p> <p>Cathy will meet with Trey and Tyronne to discuss opportunities to work together. Trey stated that if an applicant has a job and no evictions on their credit, he could work with them. Evictions would be an issue. Landlords from the Culpeper Landlord Networking meeting also stated that they would be reluctant to work with applicants who have had evictions.</p>	<p>Foundation grant proposal to FHN members</p> <p>Meet to discuss rental agreements opportunities and requirements for HSG applicants</p>	<p>Cathy Zielinski, Tyronne Champion & Trey Austin, Brandi Day</p>
<p>Bylaws Revision Approval</p>	<p>A copy of the revised Bylaws was distributed (see attached). The Committee discussed whether or not members can vote by proxy and if polling by phone and email was allowable for decisions required between meetings. It was decided that organizational MOA's would include language allowing the organization's Director to designate a principal representative and an alternate to represent the organization in the Director's absence. An absentee/proxy would not count towards a quorum but a member who attended a meeting via teleconference would count towards a quorum. Jan Selbo made a motion to approve the Bylaws as revised. Bob Lingo second, the motion carried. Chris Miller and Kim Frye-Smith voted by proxy. Cathy will distribute the finalized Bylaws to the Committee (see attached).</p>	<p>Edit Bylaws to include voting by proxy and polling by phone/email when necessary</p> <p>Distribute MOA's to FHN member organization allowing organization Directors to designate a principal representative and alternate</p> <p>Sign MOA's and</p>	<p>Cathy Zielinski</p> <p>Cathy Zielinski</p> <p>ALL</p>

		appoint representative & alternate	
Election of Vice Chair	<p>Cathy explained that the Vice-Chair would serve on the Balance of State in addition to the Chair. Most of the Balance of State meetings can be attended via teleconference, however folks are encouraged to attend in person if able. Currently there are no funds available to reimburse for travel, but can lobby for future funding.</p> <p>Tyronne nominated Tony Hooper as Vice-Chair. Bob Lingo second, the motion carried.</p>	Voted to elect Tony Hooper as Vice-Chair	ALL
Member Updates	<p>True Deliverance Church of God will be hosting a fundraiser entitled “The Blessed House” (see attached flyer).</p> <p>Brandi Day stated that Skyline CAP received a donation from REC that will allow them to provide energy efficiency kits –energy efficient light bulbs, weather stripping, etc. to needy families. They also have curriculum DVD’s on Financial Peace available for adults and teens. If you know of anyone who can benefit from either program, please refer them to Skyline CAP.</p> <p>Karen Brown shared that October is Domestic Violence Awareness month. Visit SAFE, Inc.’s website to learn about the many activities they will be hosting to increase awareness this month. http://www.safejourneys.org/</p>	<p>Attend “The Blessed House” fundraiser</p> <p>Visit www.safejourneys.org and participate in activities</p>	<p>ALL</p> <p>ALL</p>

Next Meeting
November 28, 2012
Rappahannock-Rapidan Regional Commission
420 Southridge Parkway Suite 106 Culpeper, VA 22701