

Minutes Approved February 10, 2015

**FOOTHILLS HOUSING NETWORK
December 9, 2014
Rappahannock Rapidan Regional Commission**

In attendance: Ginger McAlister, Maria Wyatt, Brandi Day, Lisa Peacock, Chris Miller, Tony Hooper, Bob Lingo, Erin Plews-Ogan (UVA), Anna Greenlee (UVA), Anita Singh, Jan Selbo, Cheryl Carter, Felicia Champion, Tyronne Champion, Karen Brown, Cheryl Plourde, Melinda Fairhurst (People Inc.), Kate Gibson, Cathy Zielinski

AGENDA ITEM	DISCUSSION	ACTION	WHO
Introductions	<p>Erin Plews-Ogan and Anna Greenlee, health workers with UVA who were referred to the meeting by Anita Singh, attended to meet FHN members and learn about our work.</p> <p>Melinda Fairhurst of People Inc. attended via conference call.</p>		
Approve October Minutes	<p>A motion by Bob Lingo to approve the October minutes was seconded by Chris Miller. FHN members voted unanimously to approve the minutes.</p>	<p>Approved October Minutes</p>	<p>All</p>
Updates on Homeless Services Grants	<p>VHSP Households Served: FHN members reviewed data on those served to-date. Jan Selbo requested more information on who is eligible vs. who receives financial assistance. Lisa Peacock pointed out that we need to reach out to those staying in the heat shelter.</p> <p>Prevention and Rapid Re-Housing Balances: Current grant balances and spending patterns suggest that we will run out of prevention funds (28% financial assistance funds remain) and rapid re-housing funds (40% financial assistance funds remain) before the fiscal year is complete. Tyronne Champion expects January to be busy followed by a slow-down in requests in February and March due to tax returns. Cheryl Plourde said there may be a reallocation of prevention dollars; DHCD will review spending rates after January 10. FHN members decided to obligate remaining funds for existing clients who will need additional assistance and continue spending prevention money on a first-come-first-serve basis until the funds run out.</p> <p>HUD CoC Rapid Re-Housing Grant: Cathy Zielinski is hopeful that HUD</p>	<p>Gather unmet need data Reach out to those in heat shelter</p> <p>Obligate funds for existing clients and continue first-come-first-serve process.</p>	<p>Kate ? CCDC, CTI, All</p>

	<p>will approve FHN's CoC grant request of approximately \$41,000. The timeframe for learning of the award or receiving funds is unknown.</p> <p>NAEH Challenge Grant: FHN has been awarded a one-time grant for rapid re-housing from the National Alliance to End Homelessness. The check, for approximately \$29,000, should be in the mail to Fauquier County. Jan Selbo asked if we can use the grant for administrative and case management or training costs, to fill the gaps not covered by the VHSP grant. Cathy Zielinski believes this is allowed by the grant.</p> <p>A motion by Jan Selbo to designate a workgroup for CoC and Challenge Grant decisions was seconded by Lisa Peacock. FHN members voted unanimously to approve the workgroup consisting of RRRRC, CCDC, CTI, and Fauquier DSS.</p>	<p>Approved Workgroup for CoC and Challenge Grant Decisions</p>	<p>All</p>
<p>Kate Gibson's Reflections on VISTA Year</p>	<p>Kate Gibson's VISTA year ends at the end of February. She summarized her accomplishments so far, including work on the VHSP Grant (including putting together coordinated assessment, written standards, spending plan, application narrative, forms & procedures); data analysis (including completing NAEH System Evaluator Tool, Focus Strategies BYC & SPP, screening form data, and clients by county data); HMIS improvements and understanding; a Written Assessment of Data Quality and Use; a Case Profile; the FHN Website; and the FHN Brochure.</p> <p>The to-do list for the rest of the year includes working on the PIT count, committees, a written profile, a best practice PowerPoint, HMIS reports, performance measures, and a public meeting.</p>		
<p>Update on Zero: 2016</p>	<p>Zero: 2016 is a national campaign to end chronic and veteran homelessness by the end of 2016. The Virginia Balance of State applied and was selected to participate. Community Solutions is encouraging integration of a common assessment tool, which for BoS would be the VI-SPDAT, into the PIT count in order to gather actionable data.</p>		
<p>Point-in-Time Planning</p>	<p>Members volunteered for the PIT leadership team. Ginger McAlister will cover Culpeper with the help of George Rowland. Tyrone Champion will cover Fauquier with the help of Laura Brown if available. Brandi Day will cover Madison and Rappahannock. Sue Hromyak (RRRC) will cover Orange. Kate Gibson will send out further information.</p>	<p>Send further PIT info</p>	<p>Kate</p>

	FHN members discussed using the VI-SPDAT in the PIT count. Members feel that it is already hard enough to complete the PIT survey, and that adding the additional 50-question VI-SPDAT is not reasonable. Concerns surrounding the VI-SPDAT include the invasiveness of the questions, time constraints, information overload, whether or not this tool works for rural areas, and whether this tool is contrary to social work best practice about when and how to ask questions. Cathy Zielinski will take these sentiments to the Balance of State Steering Committee on Thursday, December 11, 2014, where the BoS is likely to vote on using the VI-SPDAT for the PIT count and implementing it as the BoS common assessment tool for day-to-day use after the PIT count.	Take member concerns about VI-SPDAT to BoS	Cathy
Meeting Dates and Work Plans for FHN Subcommittees	Kate Gibson will send out further information on Data and Service Provider Committees. Cathy Zielinski explained that we would like to set up regular meeting times for these committees, to meet on months opposite of regular FHN meetings.	Send info for Data and Service Provider Committees	Kate
Member Updates	<p>Cheryl Plourde: DHCD is providing prevention clinics to discuss prioritization for prevention funding.</p> <p>Maria Wyatt: NOFA for SSVF is still not available. The woman in charge of HUD-VASH in Richmond would be happy to work with us for chronically homeless veteran clients.</p> <p>Cheryl Carter: CCDC will now be known to the public as Culpeper Housing and Shelter Services, which better conveys the organization's purpose.</p>	Attend Prevention Clinics	

NEXT MEETING
February 17, 2015 (10 AM)
Rappahannock-Rapidan Regional Commission
420 Southridge Parkway Suite 106 Culpeper, VA 22701

FOOTHILLS HOUSING NETWORK

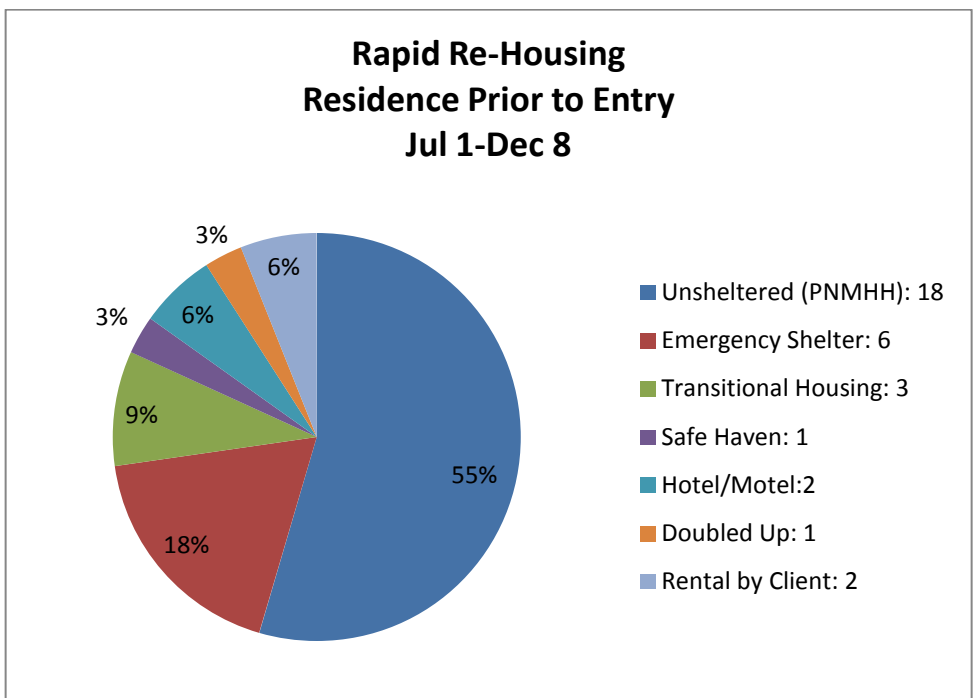
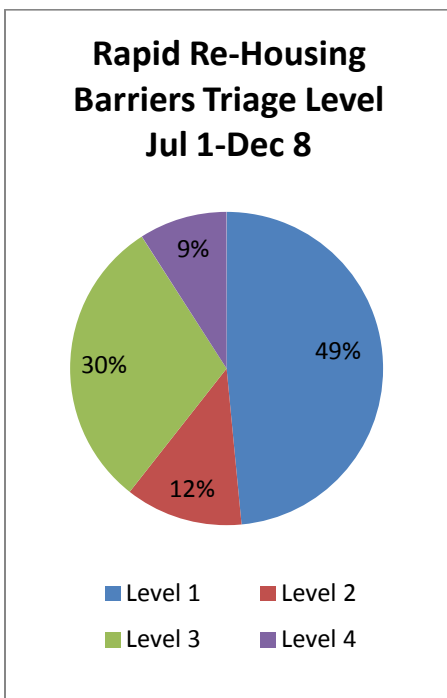
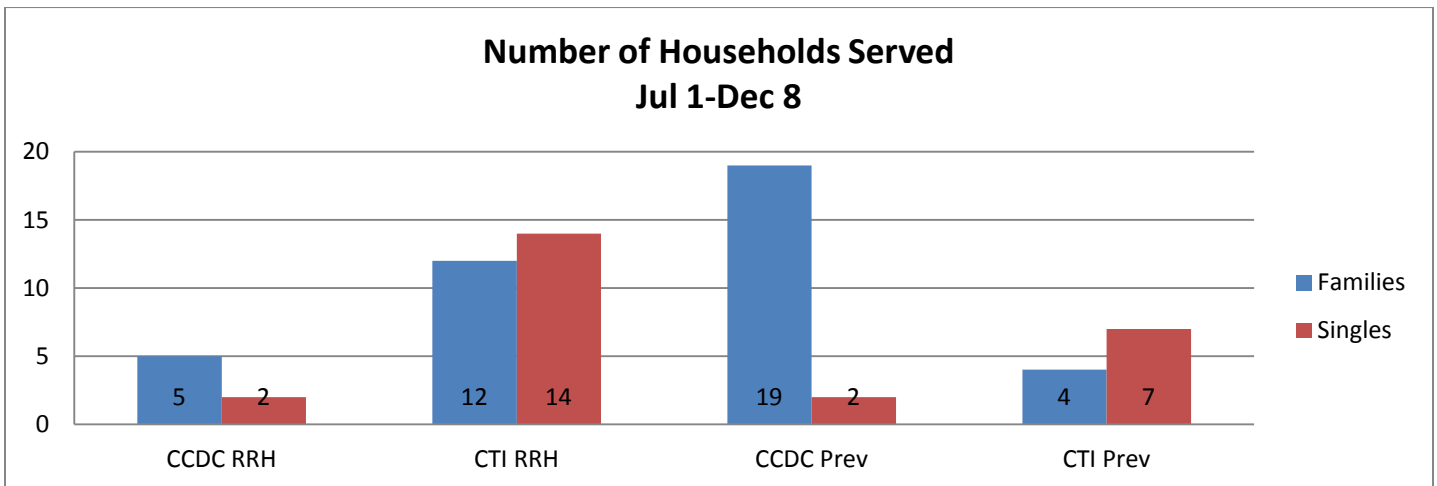
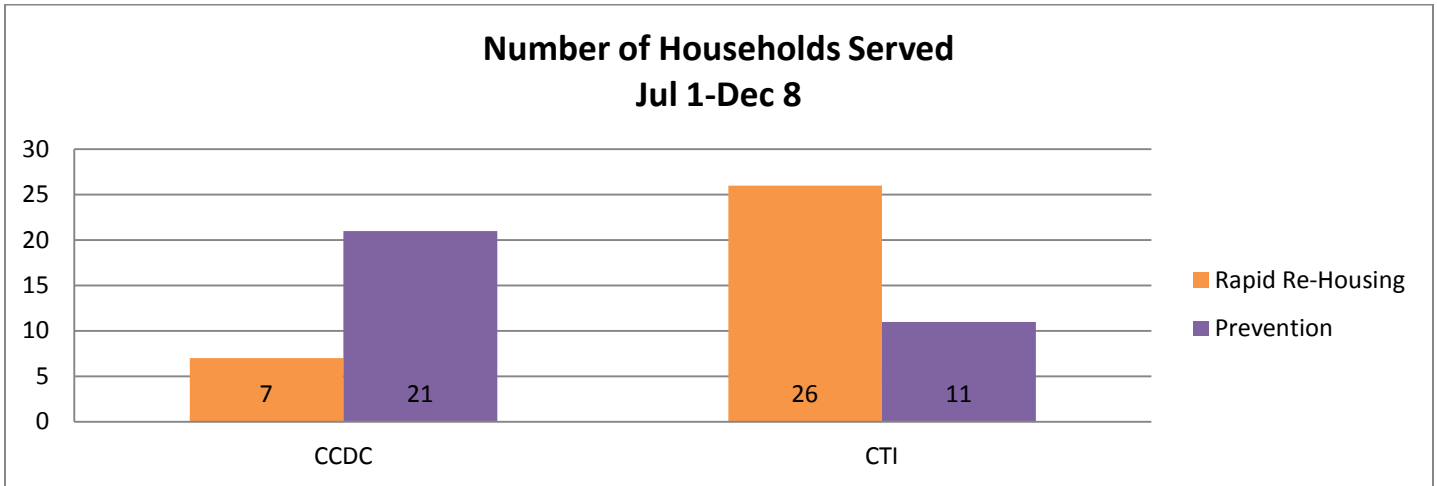
December 9, 2014

AGENDA

- Introductions
- Approve October minutes
- Updates on homeless services grants:
 - Year-to-date data on households served
 - Prevention and Rapid Re-housing Grants balances
 - Discussion of priorities for spending for the remainder of the fiscal year and next fiscal year.
 - HUD CoC Rapid Re-housing grant and NAEH Challenge Grant
- Kate Gibson's reflections on her VISTA year at RRRC
- Update on Zero 2016
- Point-in-Time planning
- Discuss meeting dates and work plans for FHN subcommittees
- Member Updates

Next FHN meeting February 17, 2015, 10:00 am RRRC

FHN RRH and Prevention
Households Served (Jul 1-Dec 8 2014)



BARRIERS TO HOUSING STABILITY ASSESSMENT

1. TENANT BARRIERS

Notes:

1A. Rental History

Number of evictions or unlawful detainers:	Poor reference from current/prior landlords: (Y/N/NA)	Lack of rental history: (Y/N/NA)
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1B. Credit History

Unpaid rent or utility bills: (Y/N/NA)	Lack of or poor credit history: (Y/N/NA)
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1C. Criminal History

One or more misdemeanors: (Y/N/NA)	Critical felony (sex crime, arson, drugs): (Y/N/NA)	Other felony: (Y/N/NA)
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2. HEALTH BARRIERS

Notes:

2A. Physical Health

Medical/Physical condition has resulted in housing loss: (Y/N/NA)	Medical/Physical condition currently affects housing: (Y/N/NA)
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2B. Mental Health

Mental health has resulted in housing loss: (Y/N/NA)	Mental health currently affects housing: (Y/N/NA)
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2C. Chemical Health

Chemical use has resulted in housing loss: (Y/N/NA)	Chemical use currently affects housing: (Y/N/NA)
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2D. Domestic Violence/Abuse

Domestic violence/abuse resulted in housing loss: (Y/N/NA)	Domestic violence/abuse currently affects housing: (Y/N/NA)
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3. INCOME BARRIERS

Notes:

3A. Income

Needs temporary assistance to get or keep housing: (Y/N/NA)	If housed: percent of income spent on housing:	If not housed: amount able to spend on housing:
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3B. Other Income—Related

Lacks steady, full time employment: (Y/N/NA)	Lacks high school diploma or GED: (Y/N/NA)	Job barrier: limited English proficiency: (Y/N/NA)
Job barrier: lack of reliable transportation: (Y/N/NA)	Job barrier: lack of reliable/affordable child care: (Y/N/NA)	

BARRIERS TO HOUSING STABILITY TRIAGE TOOL

This tool is intended to help service providers use the above *Barriers to Housing Stability Assessment* to determine the amount of assistance they can expect to provide to an individual or household. The case manager should determine the expected level of assistance using the completed triage tool and knowledge from past experience. Note: Some barriers may be weighted more than others in determining level of assistance. If the level of assistance determination varies greatly from that recommended by the triage tool, a notation should be included below.

If a household receives Rapid Re-Housing or Prevention financial assistance, household need should be reassessed monthly. The service provider should aim to offer the minimum financial assistance necessary for the household to obtain and sustain permanent housing.

<p>Tenant Barriers</p> <ul style="list-style-type: none"> <input type="checkbox"/> Good/established rental history (no evictions, good to fair landlord references) <input type="checkbox"/> Good credit history <input type="checkbox"/> No criminal history 	<p>LEVEL 1: The household will need minimal assistance to obtain/retain housing.</p> <p>The service provider can expect to offer the following to most Level 1 households:</p> <ul style="list-style-type: none"> • Initial housing location consultation (how to find and apply for housing) • Initial financial assistance (rent arrears, security deposit, utility deposit, moving costs, application fees) • Up to 3 months of rent/utility assistance • Up to 3 months of services <p>The service provider can expect to offer the following to most landlords of Level 1 households:</p> <ul style="list-style-type: none"> • Contact information for tenancy concerns
<p>Health Barriers</p> <ul style="list-style-type: none"> <input type="checkbox"/> Physical health does not affect housing <input type="checkbox"/> Mental health does not affect housing <input type="checkbox"/> Chemical health does not affect housing <input type="checkbox"/> Domestic violence/abuse does not affect housing 	
<p>Income Barriers</p> <ul style="list-style-type: none"> <input type="checkbox"/> Consistent employment <input type="checkbox"/> Receiving some cash or non-cash benefits 	
<p>Tenant Barriers</p> <ul style="list-style-type: none"> <input type="checkbox"/> Fair/limited rental history (few evictions, fair/limited landlord references) <input type="checkbox"/> Fair credit history <input type="checkbox"/> No serious criminal history (multiple minor offences or a single misdemeanor) 	<p>LEVEL 2: The household will need routine assistance to obtain/retain housing.</p> <p>The service provider can expect to offer the following to most Level 2 households:</p> <ul style="list-style-type: none"> • Initial housing location consultation (how to find and apply for housing) and ongoing assistance with housing search • Initial financial assistance (rent arrears, security deposit, utility deposit, moving costs, application
<p>Health & Household Barriers</p> <ul style="list-style-type: none"> <input type="checkbox"/> Physical health does not affect housing 	

<input type="checkbox"/> Mental health does not affect housing <input type="checkbox"/> Chemical health does not affect housing <input type="checkbox"/> Domestic violence/abuse does not affect housing	fees) <ul style="list-style-type: none"> • Up to 6 months of rent/utility assistance • Up to 6 months of services The service provider can expect to offer the following to most landlords of Level 2 households:
Income Barriers <input type="checkbox"/> Inconsistent employment <input type="checkbox"/> Receiving little cash or non-cash benefits	<ul style="list-style-type: none"> • Contact information for tenancy concerns • Periodic check-ins
Tenant Barriers <input type="checkbox"/> Poor rental history (multiple evictions, fair to poor landlord references) <input type="checkbox"/> Poor credit history <input type="checkbox"/> Some criminal history (multiple misdemeanors or a single felony)	LEVEL 3: The household will need more intensive and/or longer assistance to obtain/retain housing. The service provider can expect to offer the following to most Level 3 households : <ul style="list-style-type: none"> • Initial housing location consultation (how to find and apply for housing) and ongoing assistance with housing search (staff may accompany client to the landlord interview)
Health & Household Barriers <input type="checkbox"/> Physical health has affected housing <input type="checkbox"/> Mental health has affected housing <input type="checkbox"/> Chemical health has affected housing <input type="checkbox"/> Domestic violence/abuse has affected housing	<ul style="list-style-type: none"> • Initial financial assistance (rent arrears, security deposit, utility deposit, moving costs, application fees) • Up to 12 months of rent/utility assistance • Up to 12 months of services The service provider can expect to offer the following to most landlords of Level 3 households:
Income Barriers <input type="checkbox"/> No employment <input type="checkbox"/> Receiving no cash or non-cash benefits	<ul style="list-style-type: none"> • Contact information for tenancy concerns • Periodic check-ins • May offer to pay an additional damage deposit and/or the last month's rent (in addition to initial financial assistance)
Tenant Barriers <input type="checkbox"/> Very poor rental history (multiple evictions, very poor landlord references) <input type="checkbox"/> Very poor credit history	LEVEL 4: The household will need very intensive and long assistance to obtain/retain stable housing, and may ultimately require permanent supportive housing. The service provider should always be searching for a permanent assistance solution. The service provider can expect to offer the following to

<input type="checkbox"/> Extensive criminal history (multiple felonies or a single critical felony)	<p>most Level 4 households:</p> <ul style="list-style-type: none"> • Initial housing location consultation (how to find and apply for housing) and ongoing assistance with housing search (staff may accompany client to the landlord interview) • Initial financial assistance (rent arrears, security deposit, utility deposit, moving costs, application fees) • Up to 24 months of rent/utility assistance • Up to 24 months of services <p>The service provider can expect to offer the following to most landlords of Level 4 households:</p> <ul style="list-style-type: none"> • Contact information for tenancy concerns • Periodic check-ins • May offer to pay an additional damage deposit and/or the last month's rent (in addition to initial financial assistance)
<p>Health & Household Barriers</p> <input type="checkbox"/> Physical health currently affects housing <input type="checkbox"/> Mental health currently affects housing <input type="checkbox"/> Chemical health currently affects housing <input type="checkbox"/> Domestic violence/abuse currently affects housing	
<p>Income Barriers</p> <input type="checkbox"/> Unable to be employed <input type="checkbox"/> Unable to qualify for cash or non-cash benefits	
<p>Other Considerations</p> <input type="checkbox"/> Chronically Homeless	

DETERMINATION OF ASSISTANCE

Best-Fit Level of Assistance: Level 1 Level 2 Level 3 Level 4

If your level of assistance determination varies greatly from that recommended by the triage tool, please explain.

**FHN RRH and Prevention
Budget Update (Jul 1-Dec 8 2014)**

RRH Financial Assistance	Jul/Aug (final)	Sep/Oct (final)	Nov/Dec (as of 12/08)	Obligated	Year-to- Date	Year Budget	Remaining	% Remaining
RRH Rent Assistance	\$800.00	\$4,195.00	\$11,523.00	\$4,722.00	\$21,240.00	\$43,200.00	\$21,960.00	51%
RRH Rent Arrears		\$400.00			\$400.00	\$4,800.00	\$4,400.00	92%
RRH Financial Assistance	\$2,450.00	\$16,699.00	\$11,696.00		\$30,845.00	\$39,272.00	\$8,427.00	21%
RRH Total	\$3,250.00	\$21,294.00	\$23,219.00	\$4,722.00	\$52,485.00	\$87,272.00	\$34,787.00	40%

Prev Financial Assistance	Jul/Aug (final)	Sep/Oct (final)	Nov/Dec (as of 12/08)	Obligated	Year-to- Date	Year Budget	Remaining	% Remaining
Prev Rent Assistance		\$6,170.00	\$4,765.00		\$10,935.00	\$18,000.00	\$7,065.00	39%
Prev Rent Arrears		\$30,521.83	\$14,613.76		\$45,135.59	\$55,243.00	\$10,107.41	18%
Prev Financial Assistance		\$777.08			\$777.08	\$5,900.00	\$5,122.92	87%
Prev Total	\$0.00	\$37,468.91	\$19,378.76	\$0.00	\$56,847.67	\$79,143.00	\$22,295.33	28%