

## July 10, 2025, CoC Packet

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Prince William Area Continuum of Care

# Agenda

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Prince William Area Continuum of Care



## Prince William Area Continuum of Care (CoC)

**Date:** July 10, 2025

**Time:** 1:30 p.m.-3:30 p.m.

**Location:** Virtual

**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Randi Knights (Nicole Kirven alternate)  
Dana Carey (Samantha Biller alternate)  
Martina Jackson Green (Vacant)  
Valarie Hunt (Tontee Verbal alternate)

## AGENDA

- |   |                    |
|---|--------------------|
| ➤ Registration of Attendance  | Kylie Phillips     |
| ➤ Welcome and Introduction  | Elijah Johnson     |
| ➤ Approve May CoC Meeting Minutes   | <b>ACTION ITEM</b> |
| ➤ Committee Reports:  | <b>ACTION ITEM</b> |
| ○ Service Continuum x2  |                    |
| ○ PAR x1  |                    |
| ○ Governance x2   |                    |
| ➤ Coordinated Entry Policy & Procedure Updates                              | <b>ACTION ITEM</b> |
| ➤ CoC Bylaws Proposed Changes   | <b>ACTION ITEM</b> |
| ➤ CoC Representative Housing Board Appointment                              | <b>ACTION ITEM</b> |
| ➤ Nominations for CoC Non-Provider Alternate to the Governance Committee    | <b>ACTION ITEM</b> |
| ➤ Housing Board Update  | Joan Duckett       |
| ➤ DSS Lead Agency Update  | Dana Carey         |
| ➤ Agency Spotlight:   |                    |
| • Critical Time Intervention (CTI) Program, Community Services, Lynn Fritts |                    |
| ➤ Announcements   |                    |

**Next Meeting: Thursday, September 11, 2025, 1:30 p.m.  
Virtual Webex**

# Meeting Minutes

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Prince William Area Continuum of Care



## Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt)  
Nicole Kirven (Randi Knights alternate)  
Dana Carey (Samantha Biller alternate)  
Serena Bermudez (Pamela Wright alternate)  
Tontee Verbal (Valarie Hunt alternate)

## Prince William Area Continuum of Care (CoC)

**Date:** May 8, 2025  
**Time:** 11:00 a.m.  
**Location:** Ferlazzo Cafeteria & Auditorium  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

## Meeting Minutes

### Voting Member Attendees - Quorum Yes ☒ No ☐

1. ACTS – Stan Jones
2. Citizen Representative – Marie Richards
3. CFH, Inc. – Brenda Via
4. Cooperative Council of Ministries– LaTonya Thomas
5. Department of Veterans Affairs – Nancy Espinal
6. Feeding Friends– Teresa Belcher
7. Jobs for Veterans State Grant/Virginia Works– Dr. Serena Bermudez
8. Operation Renewed Hope Foundation – April Ballard
9. Manassas Park Department of Social Services – Randi Knight
10. Northern Virginia Family Service – Renate Canfield
11. Pathway Homes, Inc. – Sergio Barrionuevo
12. People, Inc. – Brandi Day
13. Prince William County Community Services – Lynn Fritts
14. Prince William County Office of Housing and Community Development – Joan Duckett
15. Prince William County Department of Social Services – Dana Carey
16. Saved Hands Foundation– Pamela Wright
17. StreetLight Ministries– Gabriele Tibbs
18. The Human Services Alliance of Greater Prince William– Martina Jackson Green
19. The Church-God’s Assembly– Maria Wells

### Organizations with Voting Members Not Present

1. Centro De Apoyo Familiar
2. Good Shepherd Housing Foundation
3. Hope Village of Virginia
4. Manassas City Department of Social Services
5. New Creatures-in-Christ
6. NOVA Bulls Organization

### Other Attendee

1. ACTS–Elisa Castillo

2. ACTS – Lisa Chill
3. ACTS – Maggie Perez
4. ACTS –Monica Rocha
5. ACTS – Sherri Stewart
6. ACTS – Valarie Hunt
7. Brain Injury Services – Anisha Langston
8. Greater Prince William Health Center – Brian Harris (Agency Spotlight)
9. Northern Virginia Family Service – Aniya Woodley
10. Northern Virginia Family Service – Carolyn Brown
11. Northern Virginia Family Service – De’Shawn Brodie
12. Northern Virginia Family Service – Devin Heilmeier
13. Northern Virginia Family Service – Karly Jardin
14. Northern Virginia Family Service – Patrice Harris
15. Northern Virginia Family Service – Tontee Verbal
16. Northern Virginia Family Service – Venita Julian
17. NOVA Veterans Association– Katie Reid (Agency Spotlight)
18. NOVA Veterans Association– Melissa Dargis (Agency Spotlight)
19. Operation Renewed Hope Foundation –Maria Grinstead
20. Prince William County Community Services – Harry Hogshead
21. Prince William County Office of Housing Community Development – Angela Bassette
22. Prince William County Department of Social Services – Akira Brown
23. Prince William County Department of Social Services – Alicia La Patra
24. Prince William County Department of Social Services – Brett Coulter
25. Prince William County Department of Social Services – Candice Stancil
26. Prince William County Department of Social Services – Damien Quesada
27. Prince William County Department of Social Services – Dennis Delaney
28. Prince William County Department of Social Services – Felicia Garrison
29. Prince William County Department of Social Services – Jeanine Gravette
30. Prince William County Department of Social Services – Kylie Phillips
31. Prince William County Department of Social Services – Latasha Younger
32. Prince William County Department of Social Services – Mabel Bonilla
33. Prince William County Department of Social Services – Patricia Caples
34. Prince William County Department of Social Services – Samantha Biller
35. Prince William County Department of Social Services – Tonya Golden
36. Prince William Health District – Diane Anderson
37. Prince William Health District – Mauricio Garrido
38. Saved Hands Foundation– Terri Pritchett
39. StreetLight Ministries Community Outreach– Jenny Tran
40. UVA Community Health – Rozlyn Giddens

**I. Call to Order**

Elijah Johnson called the meeting to order at 11:45 a.m.

**Introduction**

**II. Review of Minutes**

**MOTION:** Stan Jones made a motion to approve the March 13, 2025, CoC Meeting Minutes. Brenda Via seconded the motion. The minutes were approved, with no abstentions.

**III. Committee Reports**

One Program Analysis and Ranking (PAR), two Service Continuum, and two Governance committee reports were submitted.

**MOTION:** Renate Canfield made a motion to approve the committee reports as submitted. Lynn Fritts seconded the motion. The committee reports were approved, with no abstentions.

**IV. CoC Non-Provider Member for Governance**

Martina Jackson Green volunteered to be the primary member for Governance. Dr. Serena Bermudez volunteered to be the alternate beginning in FY26. The appointed members will alternate being the primary and alternate.

**MOTION:** Maria Wells made a motion to approve the CoC-At-Large Governance representatives. Pamela Wright seconded the motion. The representatives were approved, with no abstentions.

**V. Panhandling Funds/Toolkit**

Elijah Johnson provided an update on Panhandling funds and tools.

- Outreach has been expanded to address panhandling concerns. The mobile Drop-in-Center West is now open and being operated by PWC DSS.
- The county has identified land to purchase for a Homeless Navigation Center West.
- The “Give Where it Counts” Campaign has launched and encourages residents to give to local organizations rather than panhandlers. The campaign aims to reduce panhandling and connecting clients to services. The campaign includes a media tool kit for providers to utilize to market the campaign.

**VI. Housing Board Update**

Joan Duckett provided the Housing Board update.

- The Office of Housing and Community Development (OHCD) now has a Memorandum of Agreement with the Department of Behavioral Health and Developmental Services(DBHDS). They have been awarded 72 certificate vouchers for PSH. They have an arranged referral system with Community Services.
- Housing Voucher Lease Up Report: Housing has made it through half of the list and once they finish with preference one, they will move to preference two.
- The Affordable Rent Rehabilitation program currently has five applications with the preference for non-profits.

**VII. DSS Lead Agency Update**

Alicia La Patra presented 2025 PIT Summary (*attachment*).

Dana Carey presented the DSS Lead Agency Update (*attachment*).

**VIII. Agency Spotlight:**

Melissa Dargis, COO and Katie Reid, Lead Support Specialist, gave a presentation on the mission of NOVA Veterans Association (*attachment*). Brian Harris, CEO, presented on the efforts Greater Prince William Health Center (GPWHC) is making to support homeless and low-income individuals, outlining a new homeless outreach medical team.

**IX. Adjourn**

There being no further business, Elijah Johnson declared the meeting adjourned at 1:20 p.m.

**Next Meeting: July 10, 2025, at 1:30 p.m.  
Virtual Info to follow.**

## Committee Summaries

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Prince William Area Continuum of Care





## Service Continuum Committee

**Date:** May 1, 2025  
**Time:** 9:30 a.m.  
**Location:** Virtual Meeting  
**Facilitator:** Jeanine Gravette, PWC DSS, Human Services Program Manager  
**Governance Representative:** Tontee Verbal, NVFS, Homeless Services Program Manager

## Meeting Summary

### Voting Member Attendees - Quorum Yes ☒ No ☐

1. ACTS – Lisa Chill
2. Citizen Representative – Debbie Owens
3. Citizen Representative – Marie Richards
4. Feeding Friends, United Methodist Church – Teresa Belcher
5. Good Shepherd Housing Foundation – Kemsherial Smith
6. Jobs for Veterans State Grant w/ Virginia Works- Dr. Serena Bermudez
7. Northern Virginia Family Service – Tontee Verbal
8. Operation Renewed Hope Foundation– April Ballard
9. Pathway Homes, Inc. – Lauren Leventhal
10. People Inc. – Brandi Day
11. Prince William County Community Services – Lynn Fritts
12. StreetLight Community Outreach Ministries – Gabriele Tibbs
13. The Church-God's Assembly – Maria Wells

### Other Attendees

1. ACTS– Sherri Stewart
2. ACTS– Monica Rocha
3. Faith in God Charity Missions– Terrance Shey
4. Friendship Place– Vanessa Jones
5. New Creatures in Christ– Madlin Edmonds
6. Hope Village– Lori Perez
7. Manassas City Department of Social Services– Nicole Kirven
8. Northern Virginia Family Service– Devin Heilmeier
9. Northern Virginia Family Service– Renate Canfield
10. Prince William County Community Services– Harry Hogshead
11. Prince William County Department of Social Services– Alicia La Patra
12. Prince William County Department of Social Services– Brett Coulter
13. Prince William County Department of Social Services– Candice Stancil
14. Prince William County Department of Social Services – Damien Quesada

15. Prince William County Department of Social Services – Dana Carey
16. Prince William County Department of Social Services – Kylie Phillips
17. Prince William County Department of Social Services – Latasha Younger
18. Prince William County Department of Social Services – Pricilla Castillo-Woyak
19. Prince William County Department of Social Services – Mabel Bonilla
20. Prince William County Department of Social Services – Samantha Biller
21. StreetLight Community Outreach Ministries – Andrea Shaffner
22. StreetLight Community Outreach Ministries – Marshelle Davis

## **Welcome and Introductions**

### **I. Old Business**

#### **FY26 CES Policy and Procedures**

Jeanine Gravette informed the committee that changes made to the CES Policy and Procedures will be voted on June 5, 2025, and encouraged the committee to attend to ensure quorum is met.

### **II. New Business**

#### **PSH Move-On Strategy**

Jeanine Gravette reviewed the proposed Move-On Strategy that the PSH committee has approved (*attachment*).

#### **Outreach**

There are no updates to be provided at this time.

#### **Hypothermia**

The Hypothermia committee is still meeting. There are no updates to be provided at this time.

#### **Rapid Re-Housing**

Candice Stancil reviewed previously purposed changes to the policy and procedures for RRH and the prioritization of prevention assistance.

#### **HMIS**

- The HMIS Quarterly Update meeting is scheduled for Monday May 5<sup>th</sup>, 2025.
- The committee was informed that there will be changes to the HMIS data standards and a timeline for those changes will be provided when available.
- System Performance Measures (SPM) report has been submitted.
- The HMIS lead has created a PWA HMIS Helpdesk email account ([pwahmis@pwcgov.org](mailto:pwahmis@pwcgov.org)) to direct all HMIS inquiries.

#### **MAP Assessment**

Jeanine Gravette informed the committee of the Mapping to Appropriate Placement (MAP) Assessment which is a new tool that can be used to screen client vulnerability in place of the VI-SPDAT. This assessment tool is built into HMIS.

**Formation of DV Ad Hoc Committee**

Dana Carey informed the committee of the formation of a new ad hoc committee to develop CoC-wide Domestic Violence CES Policy and Procedures.

**III. Develop Service Continuum Agenda****Adjourn**

Meeting adjourned at 10:11 a.m.

**Prince William County Fair Housing Webinar (Registration Required)**

**Thursday, May 15, 2025, 9:30 am- 12:30 pm**

**Virtual Zoom**

**Registration Link:**

**[https://us02web.zoom.us/webinar/register/WN\\_BSE3noweRZOXK0SdeFlqAA#/registration](https://us02web.zoom.us/webinar/register/WN_BSE3noweRZOXK0SdeFlqAA#/registration)**



## Program Analysis and Ranking Committee

**Date:** May 13, 2025  
**Time:** 3:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Dana Carey  
**Governance Representative:** Dana Carey, PWC DSS Senior Business Services Administrator

### Meeting Summary

#### Voting Member Attendees - Quorum Yes ☒ No ☐

1. Citizen Representative– Debbie Owens
2. CFH, Inc.– George Davies
3. Human Services Alliance of Greater Prince William– Martina Jackson Green
4. Prince William County Department of Social Services – Dana Carey

#### Other Attendees

1. Prince William County Department of Social Services– Kylie Phillips
2. Prince William County Department of Social Services– Tonya Golden

### Welcome and Introduction

#### I. Old Business

##### Corrective Action Plan

- The committee discussed the Corrective Action Plan presented and agreed the agency needed additional time to implement the action plan. The CoC Lead will meet with the agency quarterly to provide technical assistance.

#### II. New Business

##### VHSP Renewal Update

- The CoC Lead has submitted the Virginia Housing Solutions Program (VHSP) renewal application to the Virginia Department of Housing and Community Development (DHCD). The DHCD has advised that level funding is expected for FY26.
- VHSP funds will continue to support the following programs: Rapid Re-Housing, Prevention, Shelter Operations, CoC Planning, HMIS, and Admin.
- All current programs funded through VHSP will continue in the upcoming fiscal year.

### Adjourn

Meeting adjourned at 3:12 p.m.

**Next Meeting: Tuesday, June 10, 2025, at 3 p.m.**  
**Virtual – Webex Meeting info to follow.**



## Governance Committee

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Nicole Kirven (Randi Knights alternate)  
Dana Carey (Samantha Biller alternate)  
Serena Bermudez (alternate vacant)  
Tontee Verbal (Valarie Hunt alternate)

### Meeting Summary

**Date:** May 22, 2025  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Voting Member Attendees: - Quorum Yes ☒ No ☐

1. City of Manassas Department of Social Services – Nicole Kirven
2. Jobs for Veterans State Grant with Virginia Works – Dr. Serena Bermudez
3. Prince William County Department of Social Services – Dana Carey

### Other Attendees

1. Prince William County Department of Social Services– Alicia La Patra
2. Prince William County Department of Social Services– Brett Coulter
3. Prince William County Department of Social Services– Jeanine Gravette
4. Prince William County Department of Social Services– Phyllis Jennings-Holt
5. Prince William County Department of Social Services – Tonya Golden
6. The Human Services Alliance of Greater Prince William–Martina Jackson Green

### **I. Call to Order:**

Elijah Johnson called the meeting to order at 1:00 p.m.

### **Introduction**

### **II. Review of CoC Meeting Minutes**

**MOTION:** Dr. Serena Bermudez made a motion to approve CoC Minutes for May 8, 2025, as presented. Nicole Kirven seconded the motion. The motion was passed with no abstentions.

### **III. Review of Committee Summaries**

- Jeanine Gravette reviewed the Service Continuum summary with the committee.
- Dana Carey reviewed the PAR summary with the committee.

**MOTION:** Dr. Serena Bermudez made a motion to approve the committee summaries as presented. Dana Carey seconded the motion. The motion was passed with no abstentions.

### **IV. CES Policy and Procedures**

Jeanine Gravette presented the summary of CES Policy and Procedure changes (*attachment*).

### **V. CoC Bylaws Proposed Changes**

Dana Carey presented the proposed CoC Bylaws changes (*attachment*).

**VI. FY26 CoC Calendar**

Dana Carey reviewed the FY26 CoC Meeting schedule (*attachment*).

**VII. DSS Lead HSD Updates**

The DSS Lead agency update was not presented due to time constraints. The committee will review the HSD update on their own.

**VIII. Adjourn**

The meeting adjourned at 1:30 p.m.

**Next Meeting: Thursday, June 26th, 2025, 1:00 p.m.**



## Service Continuum Committee

**Date:** June 5, 2025  
**Time:** 9:30 a.m.  
**Location:** Virtual Meeting  
**Facilitator:** Jeanine Gravette, PWC DSS, Human Services Program Manager  
**Governance Representative:** Tontee Verbal, NVFS, Homeless Services Program Manager

## Meeting Summary

### Voting Member Attendees - Quorum Yes ☒ No ☐

1. ACTS– Lisa Chill
2. Citizen Representative– Debbie Owens
3. Citizen Representative– Marie Richards
4. Feeding Friends, United Methodist Church– Teresa Belcher
5. Good Shepherd Housing Foundation– Kemsherial Smith
6. Northern Virginia Family Service– Renate Canfield
7. Pathway Homes, Inc.– Lauren Leventhal
8. Prince William County Community Services– Lynn Fritts
9. StreetLight Community Outreach Ministries– Gabriele Tibbs
10. The Church-God’s Assembly– Maria Wells

### Other Attendees

1. ACTS– Elisa Castillo
2. ACTS– Iffat Rehman
3. ACTS– Sherri Stewart
4. ACTS– Valerie Hunt
5. Brain Injury Services– Jess Linnquist
6. Faith in God Charity Missions– Terrence Shey
7. Mother of Mercy Free Medical Clinic– Alexandra Luevano
8. Northern Virginia Family Service– Devin Heilmeyer
9. Northern Virginia Family Service– Venita Julien
10. Prince William County Community Services– Harry Hogshead
11. Prince William County Community Services– Heather Martinsen
12. Prince William County Department of Social Services– Akira Brown
13. Prince William County Department of Social Services– Candice Stancil
14. Prince William County Department of Social Services– Damien Quesada
15. Prince William County Department of Social Services– Felicia Garrison
16. Prince William County Department of Social Services– Kylie Phillips
17. Prince William County Department of Social Services– Latasha Younger
18. Prince William County Department of Social Services– Mabel Bonilla
19. Prince William County Department of Social Services– Patricia Caples
20. StreetLight Community Outreach Ministries– Andrea Shaffner
21. The Human Services Alliance of Greater Prince William– Martina Jackson Green

22. Tree of Kingdom Life Ministries– Randall E Griggs Sr.

### **Welcome and Introductions**

#### **I. Old Business**

##### **FY26 Coordinated Entry Policy & Procedure Updates**

Jeanine Gravette provided a summary of the Coordinated Entry Policy and Procedure Updates pertaining to Community Case Conferences, Prevention, Rapid Re-Housing, Community Partnership Funding, Outreach, Permanent Supportive Housing, MAP Assessment, and Veterans Prioritization. (*attachments*)

#### **II. New Business**

##### **FY26 Coordinated Entry Policy & Procedure Changes**

**MOTION:** Maria Wells made a motion to approve the FY26 Policy and Procedure Changes. Lynn Fritts seconded the motion. The motion was passed with no abstentions.

#### **III. Develop Service Continuum Agenda**

#### **Adjourn**

Meeting adjourned at 9:50 a.m.

**Next Training:**  
**CES Policy and Procedures Training**  
**Thursday, July 17, 2025, 9:30 am- 3:00 pm**  
**Virtual Webex**





## Governance Committee

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Nicole Kirven (Randi Knights alternate)  
Dana Carey (Samantha Biller alternate)  
Serena Bermudez (alternate vacant)  
Tontee Verbal (Valarie Hunt alternate)

### Meeting Summary

**Date:** June 26, 2025  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Voting Member Attendees: - Quorum Yes ☒ No ☐

1. ACTS – Valarie Hunt
2. City of Manassas Park Department of Social Services – Randi Knights
3. Jobs for Veterans State Grant with Virginia Works – Dr. Serena Bermudez
4. Prince William County Department of Social Services – Dana Carey

### Other Attendees

1. Prince William County Department of Social Services– Jeanine Gravette
2. Prince William County Department of Social Services– Kylie Phillips
3. Prince William County Department of Social Services– Phyllis Jennings-Holt
4. Prince William County Department of Social Services – Tonya Golden

### **I. Call to Order:**

Elijah Johnson called the meeting to order at 1:07 p.m.

### **Introduction**

### **II. Review of Committee Summaries**

- Jeanine Gravette reviewed the Service Continuum summary with the committee.
- The committee reviewed the Governance summary.

**MOTION:** Randi Knights made a motion to approve the committee summaries as presented. Dana Carey seconded the motion. The motion was passed with no abstentions.

### **III. CES Policy and Procedures**

Jeanine Gravette presented the summary of FY26 CES Policy and Procedure changes (*attachment*).

**MOTION:** Randi Knights made a motion to approve the FY26 Coordinated Entry Policy and Procedure Updates as amended excluding the Outreach update. Valarie Hunt seconded the motion. The motion was passed with no abstentions.

### **IV. CoC Bylaws Proposed Changes**

Dana Carey presented the proposed CoC Bylaws changes (*attachment*).

**MOTION:** Valarie Hunt made a motion to approve the CoC Bylaws Proposed Changes. Randi Knights seconded the motion. The motion was passed with no abstentions.

**V. FY26 CoC Calendar**

Dana Carey reviewed the FY26 CoC Meeting schedule (*attachment*).

**VI. DSS Lead HSD Update**

Dana Carey presented the DSS Lead agency update (*attachment*).

**VII. Adjourn**

The meeting adjourned at 1:57 p.m.

**Next Meeting: Thursday, July 24th, 2025, 1:00 p.m.**