

## January 8, 2026, 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:** January 8, 2026

**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
- Welcome and Introduction
- Approve November CoC Meeting Minutes
- Committee Reports:
  - Service Continuum x1
  - Governance x1
  - PARx2
- FY2025 HUD CoC NOFO Update- Framework Strategies
- Nominations for CoC Non-Provider Alternate to the Governance Committee
- Housing Board Update
- DSS Lead Agency Update
- Announcements

Kylie Phillips  
Elijah Johnson  
**ACTION ITEM**  
**ACTION ITEM**

Christy Rubenstein  
Dana Carey  
Candice Stancil  
Dana Carey

**Next Meeting: Thursday, March 12, 2026, 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)  
Randi Knights (Nicole Kirven alternate)  
Dana Carey (Samantha Biller alternate)  
Martina Jackson-Green (Vacant alternate)  
Valerie Hunt (Tontee Verbal alternate)

### Prince William Area Continuum of Care (CoC)

**Date:** November 13, 2025  
**Time:** 1:30 p.m.  
**Location:** Webex  
**Facilitator:** Elijah Johnson, Deputy County Executive

### Meeting Minutes

#### Voting Member Attendees - Quorum Yes No

1. ACTS– Stan Jones
2. Aya Housing Collective– Fatima Abdulla
3. CFH, Inc.– Brenda Via
4. Citizen Representative– Debbie Owens
5. Citizen Representative– Kionna Myles
6. Citizen Representative– Marie Richards
7. City of Manassas Department of Social Services– LaTanya Buckhalter
8. City of Manassas Park Department of Social Services– Randi Knights
9. Friendship Place– Emelie Jimenez
10. Good Shepherd Housing Foundation– Kemsherial Smith
11. Northern Virginia Family Service– Venita Julien
12. Northern Virginia Food Rescue– Megan Franco
13. NOVA Bulls Organization– DeMarcus Henry
14. Operation Renewed Hope Foundation– April Ballard
15. Pathway Homes, Inc.– Lauren Leventhal
16. People, Inc.– Samantha Barber
17. Prince William County Community Services– Lynn Fritts
18. Prince William County Department of Social Services– Dana Carey
19. Prince William County Office of Housing and Community Development– Angela Bassette
20. Serving Friends– Teresa Belcher
21. StreetLight Community Outreach Ministries– Gabriele Tibbs
22. The Church-God’s Assembly– Maria Wells
23. The Human Services Alliance of Greater Prince William– Martina Jackson Green

#### Organizations with Voting Members Not Present

1. Casa BruMar
2. Centro De Apoyo Familiar
3. J&J Harmony
4. Cooperative Council of Ministries
5. Independence Empowerment Center

6. Saved Hands Foundation
7. The House, Inc.
8. Virginia Works

**Other Attendees**

1. ACTS– Lisa Chill
2. ACTS– Valarie Hunt
3. Aetna Social Impact Team– Jessica Davis
4. Department of Veteran Affairs– Nancy Espinal
5. House of Mercy– Sophia Crooks (Agency Spotlight)
6. Northern Virginia Family Service– Devin Heilmeier
7. Northern Virginia Family Service– Tontee Verbal
8. Prince William County Adult Detention Center– Rebecca Juarez
9. Prince William County Community Services– Harry Hogshead
10. Prince William County Community Services– Heather Martinsen
11. Prince William County Department of Social Services– Akira Brown
12. Prince William County Department of Social Services– Candice Stancil
13. Prince William County Department of Social Services– Jeanine Gravette
14. Prince William County Department of Social Services– Kylie Phillips
15. Prince William County Department of Social Services– Latasha Younger
16. Prince William County Department of Social Services– Patricia Caples
17. Prince William County Department of Social Services– Phyllis Jennings-Holt
18. Prince William County Department of Social Services– Priscilla Castillo-Woyak
19. Prince William County Department of Social Services– Tonya Golden
20. Prince William County Office of Executive Management– Maria Burgos
21. Prince William County Office of Housing and Community Development– Elizabeth Funes
22. Prince William County Public Schools– Tami Eppolite
23. Prince William Health District– Andrea Young
24. StreetLight Community Outreach Ministries– Jenny Tran
25. Tree of Kingdom Life Ministries– Randall E. Griggs, Sr.

**I. Call to Order**

Elijah Johnson called the meeting to order at 1:31 p.m.

**Introduction**

**II. Review of Minutes**

**MOTION:** Stan Jones made a motion to approve the September 11, 2025, CoC Meeting Minutes. Kionna Myles seconded the motion. The minutes were approved, with one abstention by Elijah Johnson.

**III. Committee Reports**

Two Service Continuum and two Governance committee reports were submitted.

**MOTION:** Stan Jones made a motion to approve the committee reports as submitted. Dana Carey seconded the motion. The committee reports were approved, with no abstentions.

**IV. Nominations for CoC Non-Provider Alternate to the Governance Committee**

Dana Carey announced there is still a need for nominations for the CoC Non-Provider Alternate to the Governance Committee.

**V. Housing Board Update**

Candice Stancil provided the Housing Board update.

- Housing Choice Voucher applicants were slated to attend their application session in October.
- The Emergency Housing Voucher Program that was slated to end in 2035 is now slated to end in 2026. The Housing Board has sought an exception from HUD to move these households to preference one for Housing Choice Vouchers.
- Grant agreements were submitted for CDBG and ESG.

**VI. DSS Lead Agency Update**

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

**VII. Agency Spotlight:**

Sophia Crooks, Assistance Executive Director for House of Mercy presented on the organization's food pantry, thrift store, and donation center(*attachment*).

**VIII. Adjourn**

There being no further business, Elijah Johnson declared the meeting adjourned at 2:13 p.m.

**Next Meeting: January 8th, 2026, 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:** November 20, 2025  
**Time:** 9:30 a.m.  
**Location:** Virtual Meeting  
**Facilitator:** Jeanine Gravette, PWC DSS, Human Services Program Manager  
**Governance Representative:** Valarie Hunt, ACTS, Chief Operations and Programs Officer

## Meeting Summary

### Voting Member Attendees - Quorum Yes No

1. ACTS– Lisa Chill
2. Citizen Representative– Deborah Owens
3. Citizen Representative– Marie Richards
4. Friendship Place– Emelie Jimenez
5. Good Shepherd Housing Foundation– Kemsherial Smith
6. Northern Virginia Family Service– Tontee Verbal
7. NOVA Bulls–Alora Henry
8. Operation Renewed Hope Foundation– April Ballard
9. People, Inc. – Brandi Day
10. Prince William County Community Services– Lynn Fritts
11. Serving Friends– Teresa Belcher
12. StreetLight Community Outreach Ministries– Andrea Shaffner
13. The Alliance of Greater Prince William– Martina Jackson Green

### Other Attendees

1. ACTS– Elisa Castillo
2. ACTS– Shala Carter
3. ACTS– Whitney Hamm
4. Northern Virginia Family Service– Devin Heilmeier
5. Northern Virginia Family Service– Renate Canfield
6. Northern Virginia Family Service– Venita Julien
7. Prince William County Community Services– Harry Hogshead
8. Prince William County Department of Social Services– Akira Brown
9. Prince William County Department of Social Services– Alicia La Patra
10. Prince William County Department of Social Services– Akira Brown
11. Prince William County Department of Social Services– Brett Coulter
12. Prince William County Department of Social Services– Candice Stancil
13. Prince William County Department of Social Services– Damien Quesada
14. Prince William County Department of Social Services– Kylie Phillips
15. Prince William County Department of Social Services– Mabel Bonilla
16. Prince William County Department of Social Services– Patricia Caples
17. Prince William County Department of Social Services– Samantha Biller

18. Prince William County Department of Social Services– Tonya Golden
19. Prince William County Office of Housing and Community Development– Elizabeth Funes
20. StreetLight Community Outreach Ministries– Gabriele Tibbs
21. Virginia Works– Susan Orehowsky

## **Welcome and Introductions**

### **I. CES Domestic Violence Policy Ad Hoc Committee**

Candice Stancil informed the committee of the formation of a Domestic Violence Ad Hoc Committee to create policy around domestic violence services. Communication has been circulated on how to join the committee.

### **II. Bridging Policy**

Candice Stancil reviewed the Bridging Policy with the committee (*attachment*).

**MOTION:** Marlene Richards made a motion to approve the Bridging Policy. Andrea Shaffner seconded the motion. The motion was approved, with no abstentions.

### **III. Priority Policy**

Jeanine Gravette discussed removing Rapid Rehousing Priority Points for specific populations that were used with the VI-SPDAT, explaining that the One By-Names-List (BNL) allows the system to focus on priority needs. As a next step, priority populations will need to be determined.

**MOTION:** Lisa Chill made a motion to approve the removal of the Priority Policy. Lynn Fritts seconded the motion. The motion was approved, with no abstentions.

### **IV. Importance of Essential Documentation & PSH Referral Packet**

Jeanine Gravette reviewed Essential Documentation and the PSH Referral Packet with the committee, explaining the importance of completing and submitting documentation in a timely manner.

### **V. Built for Zero**

Alicia La Patra informed the committee the meeting space for the Built for Zero Improvement Team will be moved to the Service Continuum meeting.

### **VI. Develop Service Continuum Agenda**

#### **Adjourn**

Meeting adjourned at 10:15 a.m.

**Next Service Continuum:  
Thursday, December 4, 2025, 9:30 am- 12:00 pm Virtual Webex**



## Program Analysis and Ranking Committee

**Date:** November 25, 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. Centro de Apoyo Familiar– Teresa Quiroz
2. CFH Inc. – George Davies
3. Citizen Representative– Debbie Owens
4. Prince William County Office of Housing and Community Development– Ivette Monney
5. Prince William County Department of Social Services– Daney Carey
6. The Human Services Alliance of Greater Prince William– Martina Jackson Green

#### Other Attendees

1. Prince William County Department of Social Services– Alicia La Patra
2. Prince William County Department of Social Services– Kylie Phillips
3. Prince William County Department of Social Services– Samantha Biller
4. Prince William County Office of Housing and Community Development– Elizabeth Funes

### Welcome and Introduction

#### I. New Business

##### **FY25 CoC NOFO**

Dana Carey presented the 2025 HUD CoC Notice of Funding Opportunity (NOFO) update (*attachment*).

##### **New Project Prioritization**

The committee discussed the PWA CoC should follow the HUD priorities to be eligible to maximize funding awards.

**MOTION:** Ivette Monney made a motion for the CoC to prioritize Transitional Housing and Supportive Services Only- Street Outreach Projects. George Davies seconded the motion. The motion was passed with no abstentions.

##### **New and Renewal Project Scoring Criteria**

- Dana Carey presented the New Project application and Scoring Criteria (*attachment*).
- Alicia La Patra presented the New Project and Renewal Project Scoring Criteria (*attachment*).

**MOTION:** Martina Jackson Green made a motion to approve the Scoring Criteria as presented. Ivette Monney seconded the motion. The motion was passed with no abstentions.

**Priority List Ranking**

The committee discussed ranking the projects based off the renewal project score only to keep the decision objective.

**MOTION:** Ivette Monney made a motion to rank the Renewal Projects in Tier One based on the highest score and any remaining Permanent Housing (PH) Projects that do not fall into the 30% PH cap will be required to be re-allocated. George Davies seconded the motion. The motion was passed with no abstentions.

**Adjourn**

Meeting adjourned at 4:02 p.m.

**Next Meeting: Friday, December 9, 2025, at 3:00 p.m.  
Virtual – Webex Meeting info to follow.**



## Governance Committee

### Meeting Summary

**Date:** December 4, 2025  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Elijah Johnson, 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 (alternate vacant)  
Valarie Hunt (Tontee Verbal alternate)  
Deborah Owens (Marlene Richards alternate)

#### **Voting Member Attendees: - Quorum Yes No**

1. ACTS– Valarie Hunt
2. City of Manassas Park Department of Social Services– Randi Knights
3. Citizen Representative– Deborah Owens
4. Prince William County Department of Social Services– Dana Carey
5. The Human Services Alliance of Greater Prince William– Martina Jackson Green

#### **Other Attendees**

1. Centro de Apoyo Familiar– Aymara Corchado
2. Centro de Apoyo Familiar– Eliezer Velez
3. Centro de Apoyo Familiar– Teresa Quiroz
4. Citizen Representative– Marlene Richards
5. Prince William County Department of Social Services– Alicia La Patra
6. Prince William County Department of Social Services– Kylie Phillips
7. Prince William County Department of Social Services– Samantha Biller
8. Prince William County Department of Social Services– Tony Turnage
9. Prince William County Office of Housing and Community Development– Amira Gonzalez

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

Elijah Johnson called the meeting to order at 1:01 p.m.

#### **Introduction**

#### **II. Approval of CoC Minutes**

The committee reviewed the November 13, 2025, CoC Minutes.

**MOTION:** Randi Knights made a motion to approve the November 13, 2025, CoC Minutes as submitted. Martina Jackson Green seconded the motion. The motion was passed with no abstentions.

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

- Dana Carey reviewed the Service Continuum summary.
- Dana Carey reviewed the Program and Ranking (PAR) summary.
- The committee reviewed the Governance summary.

**MOTION:** Valarie Hunt made a motion to approve the committee summaries as submitted. Randi Knights seconded the motion. The motion was passed with no abstentions.

**IV. FY2025 CoC HUD NOFO Overview**

Framework Strategies, Christy Rubenstein, presented a FY2025 Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) Overview (*attachment*).

**V. New Project Prioritization, New and Renewal Project Scoring Criteria, & Priority List Ranking**

Dana Carey presented the New Project Prioritization Criteria, the New and Renewal Project Scoring Criteria, and the Priority List Ranking (*attachment*).

The CoC will prioritize New Projects that are Transitional Housing and Supportive Services Only (SSO) Street Outreach.

The New and Renewal Scoring Criteria was adjusted to meet the FY25 Department of Housing and Urban Development (HUD) priorities outlined in the NOFO.

Priority List Ranking: Renewal Projects in Tier One will be based on highest score and any remaining Permanent Housing (PH) Projects that do not fall into the 30% PH cap will be required to be re-allocated.

**MOTION:** Martina Jackson Green made a motion to approve the New Project Prioritization, New and Renewal Project Scoring Criteria, and the Priority List Ranking. Valarie Hunt seconded the motion. The motion was passed with no abstentions.

**VI. 2025 NOFO Timeline**

Dana Carey presented the 2025 NOFO timeline and scheduled the next Governance meeting for December 23, 2025, at 1:00pm (*attachment*).

**VII. Bridging Policy**

Dana Carey presented the Bridging Policy (*attachment*). The vote was postponed due to additional information being requested.

**VIII. Priority Policy**

Dana Carey presented the removal of the Priority Points Policy (*attachment*). The vote was postponed due to additional information being requested.

**IX. DSS Lead HSD Update**

Update will be provided at the next meeting due to time constraint.

**X. Adjourn**

The meeting adjourned at 2:51 p.m.

**Next Meeting: Thursday, December 23rd, 2025, 1:00 p.m.**



## Program Analysis and Ranking Committee

**Date:** December 9, 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. CFH Inc. – George Davies
2. Prince William County Office of Housing and Community Development – Amira Gonzalez
3. Prince William County Department of Social Services – Dana Carey
4. The Human Services Alliance of Greater Prince William – Martina Jackson Green

#### Other Attendees

1. Prince William County Department of Social Services – Alicia La Patra
2. Prince William County Department of Social Services – Kylie Phillips
3. Prince William County Department of Social Services – Samantha Biller
4. Prince William County Office of Housing and Community Development – Elizabeth Funes

### Welcome and Introduction

#### **I. HUD CoC NOFO Updates**

Dana Carey reported that the Department of Housing and Urban Development (HUD) has withdrawn the FY 2025 Continuum of Care (CoC) Notice of Funding Opportunity (NOFO). Renewal project evaluation and scoring will proceed as planned in anticipation of a reissued NOFO. The new project application process is on hold until HUD releases the revised NOFO.

#### **II. Renewal Project Scoring Criteria**

Alicia La Patra presented the Renewal Project Scoring Criteria (*attachment*).

#### **III. New Project Scoring Tool**

Dana Carey presented the New Project Application and Scoring Tool, welcoming feedback from the committee (*attachment*).

### Adjourn

Meeting adjourned at 3:32 p.m.

**Next Meeting: Friday, December 19, 2025, at 3:00 p.m.  
Virtual – Webex Meeting info to follow.**