

May 14, 2026, CoC Packet

Prince William Area Continuum of Care

Agenda

Prince William Area Continuum of Care



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)

Prince William Area Continuum of Care (CoC)

Date: May 14, 2026
Time: 10:00am-2:00pm
Location: Virtual
Facilitator: Elijah Johnson, PWC Deputy County Executive

AGENDA

- Registration of Attendance
Welcome and Introduction
Approve March CoC Meeting Minutes
Approval of Committee Reports:
Service Continuum x3
Governance x2
PARx1
National Continuum of Care Lead Agencies (NACCL)
CoC Project Monitoring, CoC Funding Policies & Procedures
PIT/HIC Report
Nominations for CoC Non-Provider Governance Committee
Housing Board Update
DSS Lead Agency Update
Announcements

Next Meeting: Thursday, July 9th, 2026, Time 1:30pm
Virtual- Webex Meeting Info to Follow.

Meeting Minutes

Prince William Area Continuum of Care



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: March 12, 2026
Time: 1:30 p.m.
Location: Webex
Facilitator: Phyllis Jennings-Holt, Director of Social Services

Meeting Minutes

Voting Member Attendees - Quorum Yes No

1. ACTS– Valarie Hunt
2. Aya Housing Collective– Fatima Abdulla
3. Casa BruMar Foundation– Heidi BruMar
4. CFH, Inc.– Brenda Via
5. Citizen Representative– Deborah Owens
6. Citizen Representative– Marlene Richards
7. City Of Manassas Department of Social Services– Nicole Kirven
8. City of Manassas Park Department of Social Service– Randi Knights
9. Good Shepherd Housing Foundation– Kemsherial Smith
10. Northern Virginia Family Services– Tontee Verbal
11. Operation Renewed Hope Foundation– April Ballard
12. Pathway Homes, Inc.– Randy Shusman
13. People, Inc.– Brandi Day
14. Prince William County Community Services– Lynn Fritts
15. Prince William County Department of Social Services– Dana Carey
16. Prince William County Office of Housing and Community Development– Joan Duckett
17. Serving Friends– Teresa Belcher
18. StreetLight Community Outreach Ministries– Gabriele Tibbs
19. The Church-God’s Assembly– Maria Wells
20. The House, Inc. – Jesssica Streufert
21. The Human Services Alliance of Greater Prince William– Martina Jackson Green

Organizations with Voting Members Not Present

1. Cooperative Council of Ministries
2. Friendship Place
3. J&J Harmony Center
4. Northern Virginia Food Rescue
5. NOVA Bulls Organization
6. Peo
7. Virginia Works

Other Attendees

1. ACTS– Lisa Chill
2. ACTS– Janiera Alexander
3. ACTS– Sherri Stewart
4. ACTS– Whitney Hamn
5. Aetna Social Impact Team– Jessica Davis
6. House of Mercy– Sophia Crooks
7. Prince William County Community Services– Heather Martinsen
8. Prince William County Criminal Justice Services– Berley Bresier
9. Prince William County Department of Social Services– Alicia La Patra
10. Prince William County Department of Social Services– Holly Handy
11. Prince William County Department of Social Services– Kylie Phillips
12. Prince William County Department of Social Services– Pricilla Castillo-Woyak
13. Prince William County Department of Social Services– Samantha Biller
14. Prince William County Department of Social Services– Tony Turnage
15. Prince William County Department of Social Services– Tonya Golden
16. Prince William County Office of Executive Management– Rachel Taylor
17. We Care Support Services, LLC. – Kierra Chapman (*Agency Spotlight*)
18. We Care Support Services, LLC. – Latoyl Whittington (*Agency Spotlight*)

I. Call to Order

Phyllis Jennings-Holt called the meeting to order at 1:31 p.m.

Introduction

II. Agenda Amendment

MOTION: Dana Carey made a motion to amend the agenda to reflect the Agency Spotlight as the first agenda item. Valarie Hunt seconded the motion. The motion was approved, with no abstentions.

III. Agency Spotlight

Kierra Chapman with We Care Support Services, LLC, presented an overview of the organization and its services (*attachment*).

IV. Review of Minutes

The January 8th, 2026, CoC Minutes were submitted to the committee for approval.

MOTION: Lynn Fritts made a motion to approve the January 8th, 2026, CoC Meeting Minutes. Maria Wells seconded the motion. The minutes were approved, with no abstentions.

V. Committee Reports

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

MOTION: Joan Duckett made a motion to approve the committee reports as submitted. Heidi BruMar seconded the motion. The committee reports were approved, with no abstentions.

VI. 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.

VII. Housing Board Update

Joan Duckett advised the committee that the February Housing Board meeting was cancelled. The next meeting is scheduled for March.

VIII. DSS Lead Agency Update

Alicia La Patra presented the Q1 and Q2 Provider Report Cards (*attachment*).

Samantha Biller presented the Q2 Financial Report (*attachment*).

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

IX. Adjourn

There being no further business, Phyllis Jennings-Holt declared the meeting adjourned at 2:25p.m.

**Next Meeting: May 14th, 2026, 11:00am-2:00pm.
In-Person Ferlazzo Auditorium**

Committee Summaries

Prince William Area Continuum of Care



Service Continuum Committee

Date: March 5, 2026
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– Sherri Stewart
2. Centro de Apoyo Familiar– Josselin Gomez
3. Citizen Representative– Deborah Owens
4. Citizen Representative– Marie Richards
5. Friendship Place– Emelie Jimenez
6. Good Shepherd Housing Foundation– Kemsheerial Smith
7. Northern Virginia Family Service– Tontee Verbal
8. Operation Renewed Hope Foundation– April Ballard
9. People, Inc. – Samantha Barber
10. Prince William County Community Services– Lynn Fritts
11. StreetLight Community Outreach Ministries– Gabriele Tibbs
12. The Alliance of Greater Prince William– Martina Jackson Green

Other Attendees

1. ACTS– Janiera Alexander
2. Aetna– Jessica Davis
3. Aya Housing Collective– Fatima Abdulla
4. BruMar Foundation– Heidi BruMar
5. City of Manassas Department of Social Services– Nicole Kirven
6. Cooperative Council of Ministries– LaTonya Thomas
7. Department of Veterans Affairs– Nancy Espinal
8. Metropolitan Washington Council of Governments– Sam Kenney
9. Northern Virginia Family Service– Devin Heilmeyer
10. Northern Virginia Family Service– Renate Canfield
11. Northern Virginia Family Service– Venita Julien
12. Northern Virginia Food Rescue– Megan Franco
13. Prince William County Adult Protective Services– Brenda Nowlin-Patten
14. Prince William County Community Services– Harry Hogshead
15. Prince William County Department of Social Services– Alicia La Patra
16. Prince William County Department of Social Services– Candice Stancil
17. Prince William County Department of Social Services– Damien Quesada
18. Prince William County Department of Social Services– Kylie Phillips

19. Prince William County Department of Social Services–Mabel Bonilla
20. Prince William County Department of Social Services– Priscilla Castillo-Woyak
21. Prince William County Department of Social Services– Tony Turnage
22. Prince William County Department of Social Services– Tonya Golden
23. Prince William County Office of Housing and Community Development– Elizabeth Funes
24. She Elevates Restoration Homes– Sheila Boateng (*Agency Spotlight*)
25. StreetLight Community Outreach Ministries– Andrea Shaffner
26. Tree of Kingdom Life Ministries– Randall E. Griggs, Sr.
27. Warsaw Recovery Center– Christopher Stowers (*Agency Spotlight*)

Welcome and Introductions

- I. **Built for Zero**
Alicia La Patra informed the committee Built for Zero will be a standing agenda item. The team is currently working on a realignment for the project. Review of successes, updating goals, and next steps will be discussed during the March 19th,2026, Service Continuum meeting.
- II. **HMIS**
Alicia La Patra informed the committee that Homeless Management Information System (HMIS) will be a standing agenda item to review upcoming reports, data quality, performance outcomes, technical assistance needs, and other needed topics. Alicia La Patra clarified users will still need to attend the Quarterly HMIS Workshop.
- III. **FY27 CES Policy & Procedures**
Jeanine Gravette informed the committee that the FY27 CES Policy & Procedures will be a standing agenda item. The committee was informed that March 13th, 2026, is the last day to provide feedback or propose changes to the CES Policy and Procedures.
- IV. **Agency Spotlights**
 - She Elevates Restoration Home, LLC, Sheila Boateng presented on their Supportive Independent Living Program (*attachment*).
 - Warsaw Recovery Center, Christopher Stowers presented on the services provided at the Center (*attachment*).
- V. **Develop Service Continuum Agenda**
The agenda was developed for March 19th, 2026, Service Continuum Meeting. The committee was advised if they have any additional items to discuss they can email Jeanine Gravette.
- VI. **Adjourn**
Meeting adjourned at 10:29 a.m.

**Next Service Continuum:
Thursday, March 19th, 2026, 9:30 am- 12:00 pm Virtual Webex**



Program Analysis and Ranking Committee

Date: March 10, 2026
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– Deborah Owens
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– Kylie Phillips
2. Prince William County Department of Social Services– Samantha Biller

Welcome and Introduction

I. DHCD Monitoring 20-CHERP-070 & 25-VHSP-070

Dana Carey informed the committee that PWC DSS is being monitored for COVID Homeless Emergency Response Program (CHERP) funding that was received from the State during COVID. The Virginia Housing Solutions Program (VHSP) Rapid Re-Housing (RRH) funding will also be monitored. The monitoring is set to take place during the week of April 13th, 2026. Results will be discussed upon completion of the monitoring.

II. CoC Project Monitoring

Dana Carey discussed the potential need to temporarily pause formal monitoring of HUD-funded projects for the current year due to the anticipated release of a new Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) and possible updates to monitoring requirements. To maintain program oversight while avoiding duplicative monitoring activities, Dana proposed that the CoC distribute the updated Monitoring Desk Audit Tool to all funded programs for this year.

Programs would complete the desk audit tool to ensure continued documentation and oversight. The CoC would reassess the full monitoring schedule once HUD releases updated NOFO guidance and monitoring expectations.

MOTION: Amira Gonzalez made a motion to distribute the updated Monitoring Desk Audit Tool to all CoC-funded programs for this year to maintain oversight and documentation while avoiding duplicative monitoring. Deborah Owens seconded the motion. The motion was approved with no abstentions.

III. CoC Funding Policies & Procedures

Dana Carey presented proposed updates to the CoC Funding Policies and Procedures to establish a formal monitoring policy for all CoC-funded programs. The policy requires that each CoC-funded project receive a full program monitoring review at least once every four (4) years, regardless of project ranking, score, or funding tier.

Programs not selected for full monitoring in a given year will be required to complete the annual Monitoring Desk Audit Tool to ensure ongoing compliance and oversight. The policy also allows the CoC Lead Agency to conduct more frequent monitoring for higher-risk or lower-performing projects. In interim years, the CoC Lead Agency may utilize desk audits, self-assessments, or other monitoring tools to maintain oversight, with the use of alternative monitoring methods subject to PAR Committee approval.

MOTION: Deborah Owens made a motion to approve the proposed updates to the CoC Funding Policies and Procedures language related to program monitoring requirements. Amira Gonzalez seconded the motion. The motion was approved with no abstentions.

IV. Adjourn

Meeting adjourned at 3:31 p.m.

**Next Meeting: Tuesday April 14, 2026, at 3:00 p.m.
Virtual – Webex Meeting info to follow.**



Service Continuum Committee

Date: March 19, 2026
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. Centro de Apoyo Familiar– Josselin Gomez
3. Citizen Representative– Marlene Richards
4. Friendship Place– Emelie Jimenez
5. Good Shepherd Housing Foundation– Kemsherial Smith
6. Northern Virginia Family Service– Renate Canfield
7. Operation Renewed Hope Foundation– April Ballard
8. Pathway Homes– Dayshara Fendell
9. People, Inc. – Samantha Barber
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
14. The Church- God’s Assembly– Maria Wells

Other Attendees

1. ACTS– Janiera Alexander
2. ACTS– Maggie Perez
3. ACTS– Sherri Stewart
4. ACTS– Whitney Hamn
5. BruMar Foundation– Heidi BruMar
6. Centro de Apoyo Familiar– Teresa Quiroz
7. City of Manassas Department of Social Services– Nicole Kirven
8. Metropolitan Washington Council of Governments– Sam Kenney
9. Northern Virginia Family Service– Devin Heilmeyer
10. Prince William County Adult Protective Services– Brenda Nowlin-Patten
11. Prince William County Community Services– Harry Hogshead
12. Prince William County Department of Social Services– Alicia La Patra
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–Mabel Bonilla
18. Prince William County Department of Social Services– Priscilla Castillo-Woyak
19. Prince William County Department of Social Services– Tonya Golden
20. Prince William Health District– Bonnie Fulford
21. Virginia Works– Susan Orehowsky

Welcome and Introductions

I. Built for Zero

Alicia La Patra presented Built for Zero Realignment (*attachment*).

II. HMIS

Alicia La Patra provided an update on areas of the HMIS Standard Policies & Operating Procedures that require further review based on survey results.

- Add and expand key HMIS policies (DV Comparable Database, VA HDIP, data breach protocols, public data retrieval, data sharing/ROI).
- Strengthen training requirements, including support for complex data entry and competency standards.
- Address compliance challenges related to HMIS administration, reporting, and data quality timelines.
- Clarify and update referral processes.
- Update HMIS manual to align with current data requirements, resources, and performance benchmarks.

III. FY27 CES Policy & Procedures

Jeanine Gravette provided an update on areas of the Coordinated Entry System Policy & Procedures that require further review based on survey results.

- Clarify core program components and policies (Housing Readiness, PSH/Housing First, RRH, Priority Populations, Diversion).
- Strengthen outreach and shelter-related processes (Street Outreach, Hypothermia, Supportive Shelter referrals, stay-away policies, after-hours procedures).
- Improve system coordination and prioritization (MAP assessments, BNL/referral process, Community Case Conferencing).
- Enhance policy structure and consistency (separating policy vs. operations, consistent response and escalation protocols).
- Address compliance and client rights areas (Grievance & Appeals, Sex Offender Registry considerations).

IV. Develop Service Continuum Agenda

The agenda was developed for April 2nd, 2026, Service Continuum Meeting.

V. Adjourn

Meeting adjourned at 11:49 a.m.

**Next Service Continuum:
Thursday, April 2nd, 2026, 9:30 am- 12:00 pm
Virtual Webex**



Governance Committee

Meeting Summary

Date: March 26, 2026
Time: 1:00 p.m.
Location: Virtual Meeting
Facilitator: Phyllis Jennings-Holt, Director of Department of Social Services

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– Marlene Richards
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. 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– Tony Turnage

I. Call to Order:

Phyllis Jennings-Holt called the meeting to order at 1:00 p.m.

Introduction

II. Approval of CoC Minutes

MOTION: Valarie Hunt made a motion to approve the March 12th, 2026, CoC Meeting Minutes as submitted. Randi Knights seconded the motion. The motion was passed with no abstentions.

III. Review of Committee Summaries

Dana Carey reviewed the PAR (Program Analysis & Ranking) Summary
 Jeanine Gravette reviewed the Service Continuum 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. CoC Project Monitoring & CoC Funding Policy and Procedures

Dana Carey presented updates related to CoC project monitoring and proposed revisions to the CoC Funding Policies and Procedures. Due to anticipated changes in HUD monitoring requirements under the upcoming CoC NOFO, it was recommended to temporarily pause full monitoring for the current year and instead utilize the

updated Monitoring Desk Audit Tool for all CoC-funded programs to maintain oversight and documentation.

Additionally, proposed policy updates were introduced to formalize monitoring requirements, including conducting full program monitoring at least once every four (4) years for all CoC-funded projects. Programs not selected for full monitoring in a given year would complete the annual desk audit tool, with flexibility for the CoC Lead Agency to conduct more frequent or alternative monitoring for higher-risk projects, subject to PAR Committee approval.

MOTION: Valarie Hunt made a motion to (1) implement the use of the Monitoring Desk Audit Tool for all CoC-funded programs for the current year in lieu of full monitoring, and (2) approve the proposed updates to the CoC Funding Policies and Procedures establishing a formal monitoring framework, including a minimum four-year full monitoring cycle and the use of interim monitoring tools. Martina Jackson Green seconded the motion. The motion was approved with no abstentions.

V. National Continuum of Care Lead Agencies (NACCL)

Dana introduced an opportunity to join the NACCL. The action item has been deferred to allow time for information to be reviewed (*attachment*).

VI. DSS Lead HSD Update

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

VII. Draft CoC Agenda

Dana Carey allowed time for the committee to make recommendations for the in-person May 14th, 2026, CoC meeting.

VIII. Adjourn

The meeting adjourned at 1:32 p.m.

Next Meeting: Thursday, April 23rd, 2026, 1:00 p.m.



Service Continuum Committee

Date: April 2, 2026
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– Valarie Hunt
2. Centro de Apoyo Familiar– Josselin Gomez
3. Citizen Representative– Deborah Owens
4. Citizen Representative– Marlene Richards
5. Friendship Place– Emelie Jimenez
6. Good Shepherd Housing Foundation– Kemsheerial Smith
7. Northern Virginia Family Service– Tontee Verbal
8. Operation Renewed Hope Foundation– April Ballard
9. Pathway Homes– Lauren Leventhal
10. People, Inc. – Brandi Day
11. Prince William County Community Services– Lynn Fritts
12. Serving Friends– Teresa Belcher
13. StreetLight Community Outreach Ministries– Gabriele Tibbs
14. The Alliance of Greater Prince William– Martina Jackson Green
15. The Church- God’s Assembly– Maria Wells

Other Attendees

1. ACTS– Janiera Alexander
2. ACTS– Lisa Chill
3. ACTS– Maggie Perez
4. ACTS– Shala Carter
5. ACTS– Sherri Stewart
6. ACTS– Whitney Hamn
7. Cooperative Council of Ministries– LaTonya Thomas
8. Northern Virginia Family Service– Renate Canfield
9. Northern Virginia Family Services–Venita Julien
10. Prince William County Adult Protective Services– Brenda Nowlin-Patten
11. Prince William County Department of Social Services– Alicia La Patra
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– Tonya Golden
17. Prince William County Office of Housing & Community Development– Elizabeth Funes
18. StreetLight Ministries– Andrea Shaffner
19. The House, Inc. – Jessica Streufert

Welcome and Introductions

I. Built for Zero & HMIS

Alicia La Patra advised the committee that Built for Zero and HMIS will be discussed during the April 16th, 2026, meeting to allow this meeting to focus fully on the FY27 CES Policy and Procedures.

II. FY27 CES Policy & Procedures

Jeanine Gravette provided a presentation on the survey results for needed areas of focus for the Coordinated Entry System Policy & Procedures (*attachment*). Five topics we identified for discussion.

- Community Case Conferences (CCC)- Concerns were raised about clients not being willing to sign a Release of Information for an external CCC. Recommendations were made for possible verbiage modifications listing alternate consent options and to consider if the Homeless Management Information System (HMIS) ROI would be sufficient for sharing information from the system for a CCC.
- Sex Offender Registry- Recommendations were made to add the language that sex offenders can access the Ferlazzo Emergency Shelter and redacting information not related to the client from the Sex Offender check before adding it to HMIS.
- After Hours & Holiday Procedures- Clarity was sought if the policy is still being followed as it is currently written. It was confirmed the policy is still being followed as written.
- Housing Readiness- A policy will be drafted that will list documents that case workers should be working on acquiring with clients so that the client will be housing ready. Documents may include but are not limited to ID, SSC, Birth Certificate, Passport, Verification of Disability, Income (SSI, SSDI, Pay stubs, etc.) and Assets (Venmo, Cashapp, Zelle, bank statements, etc.).
- Housing First- Recommendations were made to change verbiage “there are no requirements placed on the household to enter the program” due to some programs having requirements.

III. Develop Service Continuum Agenda

The agenda was developed for April 16th, 2026, Service Continuum Meeting.

IV. Adjourn

Meeting adjourned at 11:13 a.m.

**Next Service Continuum:
Thursday, April 16th, 2026, 9:30 am- 12:00 pm
Virtual Webex**



Governance Committee

Meeting Summary

Date: April 23, 2026
Time: 1:00 p.m.
Location: Virtual Meeting
Facilitator: Phyllis Jennings-Holt, Director of Department of Social Services

Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)
 Randi Knights (Nicole Kirven alternate)
 Dana Carey (Samantha Biller alternate)
 Vacant (Alternant Vacant)
 Valarie Hunt (Tontee Verbal)
 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– Marlene Richards
4. 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– Damien Quesada
3. Prince William County Department of Social Services– Kylie Phillips
4. Prince William County Department of Social Services– Samantha Biller
5. Prince William County Department of Social Services– Tony Turnage

I. Call to Order:

Phyllis Jennings-Holt called the meeting to order at 1:00 p.m.

Introduction

II. Review of Committee Summaries

The committee reviewed the Governance summary (*attachment*).
 Damien Quesada reviewed the Service Continuum summaries (*attachment*).

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

III. National Continuum of Care Lead Agencies (NACCL)

Dana Carey presented the opportunity for membership of the NACCL (*attachment*) with first year dues being funded by Virginia Housing.

MOTION: Valarie Hunt made a motion to approve PWA CoC Membership of the NACCL.
 Randi Knights seconded the motion. The motion was passed with no abstentions.

IV. Point in Time & Housing Inventory Count (PIT/HIC) Report

Alicia La Patra presented the PIT/HIC Report (*attachment*).

V. **DSS Lead HSD Update**

Dana Carey presented the DSS Lead HSD Update.

- The in-person CoC Meeting is scheduled for May 14th, 2026. The RSVP link has been distributed to the CoC.
- The Governance Committee is in need of a CoC at Large, Non-Provider member.
- Upcoming Training: Harm Reduction & Providing Low Barriers on April 30th, 2026.
- ACTS and NVFS are recipients of the 2026 Housing Trust Fund for Rapid Re-Housing.

VI. **In Person CoC Meeting**

Dana Carey reviewed the CoC meeting timeline and structure (*attachment*).

VII. **Draft CoC Agenda**

The committee reviewed and approved the draft CoC Agenda.

VIII. **Adjourn**

The meeting adjourned at 1:44 p.m.

Next Meeting: Thursday, May 28th, 2026, 1:00 p.m.