**FOOTHILLS HOUSING NETWORK**

**October 8, 2019**

**Business Meeting**

**Rappahannock-Rapidan Regional Commission**

**In attendance**: Laura Brown, Darlene Neff, Angela Abeijon, Tracy Forloines, Cheryl Carter, Dawn Collins, Alexander Reidell, Lauren Ross, Andy Johnston, Jack Campbell, Emmetri Beane, Karen Brown, Quinn-Lynn Bates, Jenny Biché

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| **AGENDA ITEM** | **DISCUSSION** | **ACTION** | **WHO** |
| **Agency Spotlight** | VA Career Works/Rappahannock Goodwill Industries provided an overview of their services and programs (see attachments) and presented the following video to attendees:  <https://www.youtube.com/watch?v=-_rRkqCKZaE> | Review VA Career Works Presentation and Hand-outs | ALL |
| **Call to Order** | The meeting was called to order by Jenny Biché. Jenny welcomed attendees, agendas were distributed and introductions were made. Attendance of voting members was completed and a quorum was met. | Call to Order and determination of Quorum | Jenny Biche |
| **Adoption of Agenda** | Angela Abeijon made a motion to adopt the agenda as presented. Laura Brown seconded the motion; voting members passed the motion unanimously. | Motion to adopt Agenda as Presented  Seconded  Passed | Angela Abeijon  Laura Brown  Unanimously |
| **Approval of Minutes** | Laura Brown made a motion to approve the August 13, 2019 minutes as presented. Angela Abeijon Champion seconded the motion; voting members passed the motion unanimously. | Motion to approve August 13, 2019  FHN Minutes  Seconded  Passed | Laura Brown  Angela Abeijon  Unanimously |
| **Subcommittee Updates** | **Advocacy Subcommittee:** Future articles will focus on spotlighting the various FHN service providers, educating the public on housing programs and resources available to them. A template was developed that will be shared with FHN partners requesting their write ups that will be sent to local media. The subcommittee hopes to develop a monthly column that will feature these spotlight articles throughout the region.  **PIT Count Subcommittee:** The next PIT Count will be held on January 22, 2020. The subcommittee will meet on November 20th at 10am at the RRRC Board Room to begin planning. If you or your staff are interested in participating, please contact Jenny Biche asap. There is almost $1,600 left in funds from the PATH Foundation from the Summer PIT Count that can be used towards the January 2020 PIT Count.  **Fundraising Subcommittee:**  The Fundraising Subcommittee has been tabled temporarily until a 501C3 can be secured. There are many low labor intensive fundraising ideas that have been discussed, however the logistics and procedures need to be solidified before moving forward.  For past meeting summaries and information on upcoming meetings for any and all of the subcommittees, please visit [www.foothillshousing.org](http://www.foothillshousing.org). | Review Subcommittee Summaries and meeting dates posted on FHN website, consider attending future meetings.  Contact Jenny Biche if you or your organization would be willing to participate in the January 2020 PIT Count | ALL  ALL |
| **Trainings/Workshops** | Legal Aid Works presented the “I Owe Money, What Are My Rights” workshop in Culpeper on September 30, 2019. The material was well received and attendees participated in the Q&A period following the presentation. The free workshop will be offered again on November 12, 2019 from 6-7:30pm at the Warrenton Visitors Center (see attached flier). The workshop is free, but registration is requested. Light refreshments and beverages will be provided. Attendees are welcome to bring their own bagged dinner if they would like.  Nadia Jamal stated that her clients and staff would be interested in attending if the workshops were hosted during the day or offered in Fredericksburg. Alexander Reidell stated that Legal Aid Works would be open to presenting the workshop in Fredericksburg. | Help spread the word on the free workshop (flier attached); consider sending staff/clients to attend | ALL |
| **FHN Governance Committee** | Jenny Biche stated that some of the other CoC’s have a “Governance Committee” who provide some structure and monitoring of the Local Planning Group (LPG)’s grant application and funding process. Currently, any service provider who is interested in applying for VHSP or HUD funds, informs the FHN of what they want and how much, and FHN submits one application on their behalf. A Governance Committee would create a grant application process within a the grant application process—any service provider interested in receiving VHSP or HUD funds would apply to the FHN, the Governance Committee would review and score the applications, and submit their funding recommendations to the FHN voting members. The FHN voting members would then decide who would receive funds, how much, and then the FHN would submit that one application on their behalf. Members of the Governance Committee would be staff of organizations that would not be requesting funding, to avoid any conflict of interest. Attendees were receptive to the development of a FHN Governance Committee and agreed that more oversight and structure is needed moving forward. Jenny Biche will invite staff from some of the other CoC’s that have Governance Committee’s to present at the next FHN Business Meeting so that FHN members can have a better understanding of the committee and ask questions. | Invite staff from other CoC’s to share their Governance Committee model at next FHN meeting | Jenny Biche |
| **FHN 1 Year Plan** | Attendees discussed ideas for the FHN 1 Year Plan. Laura Brown stated that the biggest barrier to solving homelessness in the region seems to be the lack of affordable housing. She suggested that FHN look at other successful models and replicate them locally. One example is an agency called New Hope in Fairfax. The Town and County are implementing a project where they are employing the homeless. It was recommended they and others be invited to present information at future FHN meetings to learn what might work locally. Affordable Housing agencies like People Inc. and Windy Hill were also suggested as future speakers to give an overview of what they do and how they can help.  Emmetri Beane recommended FHN improve their communications, as many service providers are not aware of Central Entry or the various community resources available to the homeless or those endangered of becoming homeless, nor do they understand the process or requirements of being eligible for assistance. It was suggested that an overview of VHSP funded programs be shared at the next Agency Spotlight meeting. Jenny Biche stated that she would share the comments in the FHN Minutes for the October meeting for everyone to review, and then at the December meeting the FHN 1 Year Plan can be finalized. | Review FHN  1 Year Plan recommendations and share your comments, thoughts, suggestions prior to the December FHN meeting | ALL |
| **Adjourned** | There being no further business, the meeting adjourned at 2:50 pm. | Motion to Adjourn  Second  Passes Unanimously | Tracy Forloines  Laura Brown  ALL |

**NEXT MEETING**

1:00pm Agency Spotlight: VHSP Grant Funded Programs • 1:30pm Business Meeting

**December 10, 2019**

*Rappahannock-Rapidan Regional Commission • 420 Southridge Parkway Suite 106 • Culpeper, VA 22701*