



CoC General Meeting Minutes

January 11, 2024, 10am-12pm

Welcome and introductions

Presentation on Housing Law by Elizabeth Coltrane, Blue Ridge Legal Service

- Reviewed four types of “unlawful detainer” eviction: Lease violations, non-payment, lease termination, criminal acts (see attached handout)
- Emphasized the importance of staying in a unit and preventing eviction in the case of non-payment whenever possible
- Acting within the first 10 days is critical: submit an appeal and contact Blue Ridge Legal Services
- In Virginia, it is not allowed for tenants to withhold rent because repairs aren’t being made. Instead, a notice of damages, then file in court and pay rent into escrow until repairs are made.
- Exorbitant late fees are not allowed in Virginia: late fees are capped at whichever is **less**: 10% of the monthly rent amount or 10% of the balance due (Virginia Landlord Tenant Act 55.1-1204)
- Questions included the following topics:
 - BRLS has offices that cover the entire CoC region and extend to the south as well
 - After time limits to pay and stay have passed, it is up to the landlord whether they refuse or agree
 - Landlords can and do charge for nearly anything against the deposit, and a tenant has to pay for what the landlord is seeking in escrow in order to appeal
 - CARES Act 30-days process is relevant for any property with a federal subsidy, and has no imminent expiration
 - A new tactic is that landlords are charging more legal fees that must be redeemed before a case goes to court; current case in circuit court may give an answer about this
 - BRLS will take “emergency situations” and has income limits of up to 200% of the poverty level by household size

2024 Point in Time (PIT) Count

- The point in time (PIT) count will take place on January 24-25, 2024
- Teams are working in each location to provide both central locations and street canvassing to maximize the unsheltered count coverage
- Sheltered counts will occur through HMIS and manually-aggregated forms as usual
- Online trainings for volunteers will take place on January 18 (3-5pm) and January 22 (1-3pm)

Notice of Intent for RRH and Prevention in the North

- AIDS Response Effort is not renewing its application in the collaborative 2024-2026 VHSP grant
- The CoC will submit a Notice of Intent for the programs ARE had provided, which includes:
 - Rapid Rehousing and Prevention in Winchester, Clarke County, and Frederick County (NOT Warren County as stated in the slides)
 - Street Outreach in all 8 jurisdictions of the CoC
- An announcement on Tuesday will include threshold requirements and more details

Updating MOUs

- The CoC will review and update VHSP and HMIS MOUs to increase clarity of termination expectations and promote consistency of expectations, appearances, and implementation.
 - All agencies are requested to send the most recent MOU they have on file to David Mutombo to assist in this process of standardization and review

VHSP application process for 2024-2026

- Unique year because of the need to select a new provider for the programs that ARE has done
- Collaborative grant with typically level-funding allotments, with lead writer (Shannon Porter) and writing team (CoC staff, other program representatives)

Committee updates

- **Executive Committee** (reported by vice-chair Shannon Porter, Mercy House)
 - Spending lots of time on VHSP, but encouraged by work of data committee
- **Best Practices** (reported by chair Matt Tibbles, Our Community Place)
 - Thanks for filling out training needs survey and for BLRS presentation today
 - Reviewing intake assessments and processes, improving those systems to work together
 - Vacant deputy chair position
- **Compliance and Evaluation** (reported by chair Lisa Herbaugh, The Laurel Center)
 - Increased membership in 2023
 - Establishing ongoing calendar of events to improve awareness of upcoming grant deadlines, site visits
 - Contact Lisa for technical assistance about becoming a grantee
- **Data and Performance** (reported by chair Rachel Rivera, Winchester Rescue Mission)
 - Completed PIT survey update
 - Turning to VHSP performance metrics to building on what we do well, learning-oriented
 - Vacant deputy chair position
- **Media and Advocacy** (reported by chair Megan Bly, Shenandoah Alliance for Shelter):
 - Focused on new website and new publicity material for CHI business cards, CHI flyer, and CoC brochure in 2023
 - Will discuss goals for this year including public awareness topics about criminalization of homelessness and positive messaging to combat stigma of homelessness
 - Open to additional members
- **Centralized Intake** (reported by chair Katie Furneisen, Shenandoah Alliance for Shelter):
 - New staff serving as CHI call coordinator– Wendy Stoneburner
 - Hoping to begin walk-in hours in Page County starting in February
 - Want to improve access in Winchester by connecting street outreach, CHI, and shelters
- **Lived Experience** (reported by David Mutombo on behalf of Mandie Bishop, Strength in Peers)
 - Supported with PIT methodology, available for feedback on program design

Next meeting: February 8th, 2024, 10am-12pm at Cooperative Extension Office in Woodstock

Minutes submitted by Kaitlin Heatwole