



## County of Riverside Continuum of Care and Board of Governance

### CES Oversight Committee Meeting

(Planning Session with Margaret McFaddin, HUD TA Consultant)

Wednesday, June 14, 2017

1:00 p.m. to 4:00 p.m.

DPSS Staff Development Office

22690 Cactus Ave. – Room 101, Moreno Valley, CA 92553

**Chair:** Michelle Davis      **Vice-Chair:** Bridgette Recksiek

1. **Call to Order:** Welcome & Introductions
2. **Approval of Minutes:**
  - a. CES Oversight Meeting, May 25, 2017
3. **New Business:**
  - a. CES Planning Discussion: **Margaret McFaddin, V.P., TDA Inc.**
4. **Unfinished Business:** None
5. **Standing Business:** None
6. **CES Oversight Committee Member Comments**
7. **Call for Agenda Items for the Next Meeting**
8. **Announcements:**
9. **Next Meetings:**
  - **CES Oversight Committee:** June 15, 2017, 12:30 p.m. – 2 p.m.  
Banning DPSS Self Sufficiency, 63 S. 4<sup>th</sup> Street, Banning, CA 92220
  - **Standards & Evaluation Committee:** June 15, 2017, 2 p.m. – 4 p.m.  
Banning DPSS Self Sufficiency, 63 S. 4<sup>th</sup> Street, Banning, CA 92220
  - **CoC Membership Meeting:** June 28, 2017, 10 a.m. – 12 p.m.  
Banning City Council Chambers, 99 E. Ramsey Street, Banning CA 92220
  - **Housing Committee:** July 11, 2017, 2 p.m. – 3:30 p.m.  
Banning DPSS Children/Adult Services Office, 901 E. Ramsey St., Banning, CA 92220
  - **Planning Committee:** July 20, 2017, 3 p.m. – 4 p.m.  
Banning DPSS Self Sufficiency, 63 S. 4<sup>th</sup> Street, Banning, CA 92220



## Minutes for County of Riverside Continuum of Care CES Oversight Committee Meeting

**Thursday, May 25, 2017  
1:00 p.m. to 3:00 p.m.**

**DPSS Self Sufficiency Banning Office  
63 S. 4<sup>th</sup> Street, Banning, CA 92220**

TOPIC	PRESENTER	ACTION/ OUTCOME		
Call to Order	Michelle Davis, CES Oversight Committee Chairperson	<ul style="list-style-type: none"> <li>The meeting was called to order at 1:15 p.m.</li> </ul>		
Approval of Minutes	Michelle Davis	<b>Motion</b> was made by Kimberlee Albers and seconded by Sterlon Sims to approve the previous minutes for April 27, 2017. Motion carried.		
ACTIONS & DECISIONS	PRESENTER	ACTION/ OUTCOME		
CES Oversight Committee Members	Michelle Davis	<ul style="list-style-type: none"> <li>Michelle Davis entertained a motion to approve the following 14 agencies as official voting members of the CES Oversight Committee:               <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>○ City of Riverside</li> <li>○ Community Mission of HOPE</li> <li>○ CVRM – Navigation Council Rep</li> <li>○ Jewish Family Services of San Diego</li> <li>○ Lutheran Social Services</li> <li>○ Path of Life Ministries</li> <li>○ Riverside County EDA</li> <li>○ Riverside County Housing Authority</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>○ Riverside County Sheriff Homeless Outreach Team</li> <li>○ RUHS Behavioral Health</li> <li>○ RUHS Behavioral Health – Navigation Council Rep</li> <li>○ Step Up on Second</li> <li>○ US Vets</li> <li>○ VA Loma Linda</li> <li>○ Valley Restart</li> </ul> </td> </tr> </table> </li> <li><b>Motion</b> was made by Deputy Aaron Avila and seconded by Steve Falk to approve the above listed agencies as official voting CES Oversight Committee members.</li> </ul>	<ul style="list-style-type: none"> <li>○ City of Riverside</li> <li>○ Community Mission of HOPE</li> <li>○ CVRM – Navigation Council Rep</li> <li>○ Jewish Family Services of San Diego</li> <li>○ Lutheran Social Services</li> <li>○ Path of Life Ministries</li> <li>○ Riverside County EDA</li> <li>○ Riverside County Housing Authority</li> </ul>	<ul style="list-style-type: none"> <li>○ Riverside County Sheriff Homeless Outreach Team</li> <li>○ RUHS Behavioral Health</li> <li>○ RUHS Behavioral Health – Navigation Council Rep</li> <li>○ Step Up on Second</li> <li>○ US Vets</li> <li>○ VA Loma Linda</li> <li>○ Valley Restart</li> </ul>
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Community Solutions Learning Session Report:	Michelle Davis	<ul style="list-style-type: none"> <li>Michelle gave a brief update on the learning session that took place in LA on April 5<sup>th</sup> and 6<sup>th</sup> while referring the committee to a handout of her notes.</li> </ul>		
Margaret McFaddin Consultant Visit (June 13-15):	Donyielle Holley	<ul style="list-style-type: none"> <li>Margaret McFaddin, our HUD TA Consultant will be visiting from June 13 – 15<sup>th</sup>. There will be a number of special meetings during her time here to provide us with technical assistance.</li> </ul>		
Conversation with CES/HMIS Consultant:	David Tweedie, Orgcode Consulting Inc.	<ul style="list-style-type: none"> <li>David Tweedie, an associate from Orgcode Consulting Inc. joined the meeting by telephone to provide insight on data migration.</li> <li>David advised the committee that he does not recommend data migration for various reasons. He recommended that we look into other HMIS software vendors such as CaseWorthy or Bowman Systems now known as Mediware. Orgcode is currently working with Bowman Mediware to create a national by-name list.</li> </ul>		

		<ul style="list-style-type: none"> <li>Leonard Jarman added that Bowman Mediware was previously referred to as ServicePoint, our 2007 – 2009 vendor prior to Clienttrack, in which we had a number of issues.</li> <li>Discussion continued regarding how costly it would be to complete data migration from Homelink to the current ClientTrack HMIS software.</li> <li>The Homelink software can go down at any moment, so RUHS Behavioral Health staff is exporting the information every night to save the information.</li> <li>When CES lead members discussed data migration with ClientTrack Eccovia, the representative seemed evasive when asked to verify whether all of the customizable fields could be extracted.</li> <li>Rowena and Ryoko Yamasaki requested that the oversight committee create a diagram of the needed process.</li> </ul>
Chronic Homeless referrals to PSH provider Step Up on Second:	Kimberlee Albers	<ul style="list-style-type: none"> <li>Step Up on Second will be launching its HUD funded PSH and RRH units for Riverside County on July 1<sup>st</sup> and are unable to make any expenditures prior to that date.</li> <li>There will be one staff person assigned to locating units.</li> <li>Step Up will be funded for 97 new PSH &amp; RRH beds in the county.</li> <li>Kimberlee is working with Lynne Brockmeier to come up with a plan for how to start doing warm hand-offs of clients from the prioritization list.</li> </ul>
CES Survey Report:	Donyielle Holley	<ul style="list-style-type: none"> <li>So far, 57 surveys evaluating our current CES have been completed.</li> <li>Margaret McFaddin will be doing an analysis of the survey results during her visit.</li> </ul>
CES Lead Feedback	Lynne Brockmeier  Review VI-SPDAT versions:	<ul style="list-style-type: none"> <li>Lynne provided an update on 9 clients that were previously referred for Permanent Supportive Housing (PSH), in which 8 were found out to be eligible for Rapid Rehousing (RRH) but not PSH. The ninth client scored high enough to be referred to PSH but chose section 8 and will not have any case management.</li> <li>All of the clients were from Perris, Indio, Lake Elsinore, or Hemet.</li> <li>Elizabeth Hernandez requested that chronic homeless certifications be provided from Housing Authority for the nine clients at the next meeting.</li> <li>A review of the VI-SPDAT versions has been tabled to the next meeting.</li> </ul>
CES Policies & Procedures/CES Checklist	Michelle Davis	<ul style="list-style-type: none"> <li>The Policies and Procedures work group and the HMIS Project teams need to schedule meetings.</li> <li>This item has been tabled.</li> </ul>
<b>ADJOURNMENT</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>
<b>Next meeting</b>	Michelle Davis	<p style="text-align: right;"><b>Thursday, June 15, 2017</b> 12:00 p.m. to 2:00 p.m. DPSS Self Sufficiency Banning Office 63 S. 4th Street, Banning, CA 92220</p>
<b>Adjournment</b>	Michelle Davis	The meeting was adjourned by Michelle Davis at 3:41 p.m.

## CES Oversight Committee Meeting– May 25, 2017: Attendance Report

**Total in Attendance: 28**

**CoC At-Large: 22**

\*Chair \*\*Vice Chair

**DPSS Staff: 5**

Catholic Charities	Imelda Santana	DPSS Homeless Programs	Donyielle Holley
City of Riverside	Michelle Davis*	DPSS Homeless Programs	Elizabeth Hernandez
Community Mission of Hope	Steve Falk	DPSS Homeless Programs	Rowena Concepcion
Economic Development Agency - ESG	Terri Bowen	DPSS Homeless Programs	Ryoko Yamasaki
Economic Development Agency – ESG	Sterlon Sims	DPSS Homeless Programs	Tiffany Nelson
Housing Authority of the County of Riverside	Lindsay Sisti		
Jewish Family Services of San Diego	Lena Pollerana		
Lutheran Social Services of SoCal	Deniece Marshall		
Martha’s Village & Kitchen	Linda Barrack	<b><u>Guests: 1</u></b>	
Path of Life Ministries	Leonard Jarman		
Path of Life Ministries	Victor Beecham	OrgCode Consulting, Inc.	David Tweedie
Riverside County Sheriff – Homeless Outreach	Aaron Avila		
Riverside County Sheriff – Homeless Outreach	Bridgette Recksiek**		
RUHS Behavioral Health	Lynne Brockmeier		
RUHS Behavioral Health	Marcus Cannon		
RUHS Behavioral Health	Amy Bruno		
RUHS Behavioral Health	Eleno Puente		
Step Up on Second	Kimberlee Albers		
U.S. Vets	Gregory Coffos		
VA Loma Linda Healthcare	Enid Hairston-Reece		
Valley Restart Shelter	Susan Larkin		
Valley Restart Shelter	Susana Harris		