



Minutes for County of Riverside Continuum of Care Board of Governance (BoG)

August 17, 2017

9:30 a.m. – 11:30 a.m.

DPSS: Banning Children/Adult Services
901 E Ramsey Street, Banning, CA 92220

Minutes Recorded and Transcribed by Evelyn Pham, Office Assistant III, DPSS – Homeless Programs Unit

TOPIC	PRESENTER	ACTION/ OUTCOME
1. <u>Call to Order:</u> Welcome & Introductions	Steve Falk, Chair	<ul style="list-style-type: none"> The meeting was called to order at 9:38 a.m. A roll call of the BoG members was conducted. Eric Stopher, Deputy County Counsel for the County of Riverside was in attendance to counsel the Board of Governance.
2. <u>Minutes Approval:</u>	Steve Falk	<i>Motion was made by Leticia DeLara to approve the minutes from July 27, 2017. Ron Vervick seconded the motion. Roll Call Vote: Yay – 10; Nay – 0. Motion carried.</i>
3. <u>Public Comment:</u>	Steve Falk	<ul style="list-style-type: none"> Steve announced public comment cards are available for members of the public to submit a request to speak. The speaker will stand in front of the board to identify themselves and have 3 minutes to address their comment. None
4. NEW BUSINESS	PRESENTER	ACTION/ OUTCOME
<u>4a. 2017 HUD CoC Program Independent Review Panel recommendations from August 2</u>	Angelina Coe, Independent Review Panel (IRP) Chair	<ul style="list-style-type: none"> The Independent Review Panel (IRP) met on August 2 and reviewed new projects to be approved to be included in the NOFA application. Angelina Coe announced she was not present at the August 2 IRP meeting but was briefed on the information and would relay the information she learned to the Board of Governance members. The 2017 Notice of Funding Availability (NOFA) has been released and is due to HUD on September 28. The three following projects were recommended by the IRP to be included in the NOFA application as new projects: <ul style="list-style-type: none"> Jewish Family Services – will provide 24 beds/20 units of new PSH for a total amount of \$520,687 which would straddle tier 1 and tier 2 as follows: Tier 1: \$279,369 and Tier 2: \$241,316. Lighthouse Social Services – will provide 29 beds/22 units of new PSH for a total amount of \$334,452 placed in Tier 2 below the JFS project. Step Up on Second will be included for the full PSH Bonus grant that will provide 33 beds/33 units of new PSH for a total amount of \$658,707. <p><i>Motion was made by Ron Vervick to approve the Independent Review Panel (IRP) recommendation of the</i></p>

following new projects and PSH Bonus be included in the 2017 HUD CoC Program Consolidated Application: Jewish Family Services will provide 24 beds/20 units of new Permanent Supportive Housing for a total amount of \$520,687, which would straddle Tier 1 and Tier 2 as follows: Tier 1: \$279,369 and Tier 2: \$241,316. This project was recommended for funding with the condition JFS reduces the operations line item to \$79,025. Lighthouse Social Services will provide 29 beds/22 units of new Permanent Supportive Housing for a total amount of \$334,452. The project would be placed in Tier 2 below the JFS project. Step Up on Second will be included for the full PSH Bonus grant that will provide 33 beds/33 units of new Permanent Supportive Housing for a total amount of \$658,707. The project would be placed below Lighthouse in Tier 2. Tammy Marine seconded the motion.

Roll Call Vote: Yay - 8; Nay - 0; Recused – 1. **Motion passed.**

- In reference to the priority listing of renewal and new projects listed by score, to be included in the 2017 HUD CoC Program Consolidated Application; on page 7 of the agenda, Leticia DeLara asked why some projects' score are listed as N/A. Angelina answered by explaining the projects with a score of N/A next to them are in their first year of operation and they cannot be scored yet until the following year.

Motion was made by Leticia DeLara to approve the Independent Review Panel recommendations for the priority listing for the 2017 HUD CoC Program Consolidated Application (Tier 1 and Tier 2 ranking) that will rank 2017 renewal projects in Tier 1 in order of performance based on the project score (and by alphabetically if there is a tie). The recommended priority listing is on page 7 of the agenda. Ray Osborne seconded the motion.

Roll Call Vote: Yay- 9; Nay – 0. **Motion passed unanimously.**

- Inland Empire Health Plan (IEHP)'s board has authorized giving a cash match of up to \$658,707 to CoC Program projects in Riverside County.
- The IRP recommends the IEHP funding given to Riverside County to be used to provide a supportive services match for new PSH beds created through the new projects to be included in the CoC application. The cash match of \$658,707 funding would be used to provide supportive services to help serve a growing population of chronic homeless individuals that have a chronic health diagnosis.

Public comment was made by Susan Larkin, Valley Restart Shelter, expressing her concerns with allocating the IEHP cash match to brand new projects only. She stated it is unfair and would appreciate if the board will decide on a percentage, lottery or alternative ways to distribute these funds to other projects as well.

- Lisa Shiner, Assistant Director, DPSS Adult Services as the Collaborative Applicant responded with explaining the rationale as to why the IRP made their recommendation. She stated new projects don't yet have a match and older projects do already have a match. Along with this, IEHP was not looking to contract with several or many projects; they were looking to have one contract with the County.

- Karyn Young-Lowe commented IEHP is doing something similar in San Bernardino County as well, contracting with one partner and the idea is with the new bonus funding.
 - Kristii MacEwen raised a concern about projects that have been part of the CoC for 20 years that could use this cash match but have not been given the opportunity to do so. She also mentioned the risk of leaving money on the table if the cash match is not being used to the maximum capacity.
 - Michelle Davis asked if the match is open to the new projects that have been reallocated or just the projects listed in Tier 2? Steve responded that it is for the projects in Tier 2: Jewish Family Services, LightHouse Social Service Centers and Step Up on Second.
 - Roger Uminski, Administrative Services Director, IEHP addressed questions regarding their contribution. He stated IEHP is new to contributing to San Bernardino County and Riverside County and to simplify their cash match, they decided to partner with the County and let the County decide which recipient will receive the funding. This funding will likely be reoccurring every year. Aside from the \$658,707 in contribution in match towards HUD funded projects, Roger said IEHP has committed \$10 million toward a housing strategy to serve their members who are experiencing homelessness. He said these funds may go towards additional projects in the future.
 - Lisa Shiner stressed the urgency for the Board to make a decision now on the IEHP cash match, stating if the money is to be used for any of the projects in the 2017 application, a decision needs to be made before the NOFA is submitted. IEHP will not take their money and go elsewhere if the cash match is not utilized all at once. In addition, IEHP would like funding to be used for a specific subpopulation in creating PSH beds.
 - Kristii asked if there is an opportunity to do more MOUs for agencies that are doing well that can use this match. Lisa responded there is opportunity to figure out how else to use this funding beyond the NOFA process if the money was not utilized to the maximum capacity. Once IEHP commits, this money will likely be reoccurring every year for our CoC.
 - Susan Larkin expressed her concern with how information is getting to the Board. She feels the communication flow process should be for the CoC first to make recommendations to the Board, instead of the IRP.
 - Angelina responded that IEHP wanted to be a part of the NOFA, they wanted to be part of the RFP process; and this is where the IRP comes in to take in all the responses of the RFP and rank projects based on score. The IRP had a limited period of time to make a recommendation, and they felt this was the best for the CoC.
- Discussion:**
- Michelle Davis, City of Riverside, suggested an amended motion, if worst case scenario, Tier 2 does not get funded through HUD, the IEHP funding would go towards the projects placed in Tier 2.
 - Leticia DeLara asked for clarification if IEHP covers the fourth district. Roger Uminski answered yes; IEHP does cover most of the fourth district with a few exceptions of excluded zip codes.
- Motion** was made by Ron Vervick to amend motion a-3 that the BoG approve acceptance of the \$658,707 from Inland Empire Health Plan (IEHP) to be used as supportive services match funding by the three (3) new PSH projects with priority given to chronic homeless individuals that are IEHP members with a physical

		<p>disability. Furthermore, if any of the three new PSH projects are not funded by HUD, the matching funds may be reallocated to other projects as determined by the Board of Governance. Leticia DeLara seconded the motion. Roll call vote: Yay-9; Nay-0. Motion passed unanimously.</p> <ul style="list-style-type: none"> Angelina Coe read HUD’s new antidiscrimination policy attached on page 9 of the agenda that requires Equal Access for LGBT clients to be included in the CoC written standards. <p>Motion was made by Ron Vervick to approve the IRP recommendations to the Board of Governance to approve the draft anti-discrimination policy in the CoC’s current written standards regarding the needs of LGBT individuals on page 9 of the agenda to allow the CoC to receive maximum points in a related new subsection of the application that requires Equal Access for LGBT clients. Steve Steinberg seconded the motion. Roll call vote: Yay – 9; Nay – 0. Motion passed unanimously.</p> <ul style="list-style-type: none"> IRP recommends that the Board of Governance prohibit renewal and new projects to convert any current PSH beds to “DedicatedPlus” in the 2017 HUD CoC Program Consolidated Application based on the following: <ul style="list-style-type: none"> The 2017 Homeless Point in Time Count data does not support this (i.e. there is an increase in unsheltered chronic homeless individuals by 14%); and HUD has not provided enough information on this new component at this late stage in 2017 NOFA process. HUD’s goal of ending chronic homelessness by end of 2017. <p>Motion was made by Leticia DeLara to approve the IRP recommendations that the Board of Governance will prohibit renewals and new projects to convert any current PSH beds to “DedicatedPlus” in the 2017 HUD CoC Program Consolidated Application. Tammy Marine seconded the motion. Roll call vote: Yay-9; Nay-0. Motion passed unanimously.</p>
<p><u>4b. Allocation of State Emergency Solutions Grant (ESG) funding</u></p>	<p>Angelina Coe, IRP Chair</p>	<ul style="list-style-type: none"> DPSS was notified that the County will receive an additional \$34,001 from State ESG that has not been allocated. Of this amount, \$132 was added to the admin cost and DPSS has requested the balance of \$33,869 be allocated to HMIS. DPSS rescinded its request to the Board of Governance on July 27 for HMIS expansion of \$178,000; however, it was rescinded because the total amount of reallocated funds was less than what was recommended by the IRP. <p>Discussion:</p> <ul style="list-style-type: none"> Leticia DeLara asked if this funding allows DPSS to do the complete expansion of \$178,000. Lisa Shiner said DPSS is doing the expansion regardless. This additional funding from State ESG will go towards the total cost of the complete expansion

		<ul style="list-style-type: none"> Leticia requested to amend the motion b-1 to include the phrase “complete expansion”. <p>Motion was made by Leticia DeLara to recommend the Board of Governance allocate the additional funds of \$33,869 received from State ESG to DPSS, the HMIS lead, to be used for increased costs associated with HMIS to complete the expansion. Karyn-Young Lowe seconded the motion.</p> <p>Roll call vote: Yay – 9; Nay-0. Motion passed unanimously.</p>
<p><u>4c. New Joint Transitional Housing/Rapid Rehousing project in the 2017 HUD CoC Program NOFA</u></p>	<p>Angelina Coe, IRP Chair</p>	<ul style="list-style-type: none"> Angelina Coe discussed information only on the New Joint Transitional Housing/Rapid Rehousing project in the 2017 HUD CoC Program NOFA. HUD has included a new funding component in the 2017 CoC Program NOFA, called “Joint TH-RRH”. However, the IRP reviewed this component and decided to not recommend prioritizing this new component in the 2017 HUD CoC Program local RFP. A detailed explanation as to why the IRP did not recommend prioritizing this new component is listed on page 12 of the agenda. <p>Public Comment was made by Linda Barrack, Martha’s Village and Kitchen, with her concerns about the IRP recommendation on not prioritizing Joint TH-RRH. She believes this new program can serve our CoC’s largest population of single homeless individuals. She stated she sent her concerns in an email on April 24th asking the BoG to reconsider this and questioned who decided what was going to be written for in the RFP.</p> <ul style="list-style-type: none"> Lisa Shiner responded that the RFP was based on the NOFA from the prior year, anticipating that there may be some new requirements, but mostly the same as the previous NOFA. If there was something new for the NOFA, an amendment can be made to the RFP. There was discussion with the IRP to consider if an amendment should be made, but in their explanation they felt there was no need to prioritize Joint TH-RRH; since our CoC’s current focus is on chronic homeless and for more Permanent Supportive Housing. Rowena Concepcion, DPSS, explained further, the registration for the NOFA came out in April and the RFP went out in May. The IRP reviewed the content of the RFP. The focus of the RFP would be to provide PSH for the chronically homeless. The IRP decided on chronically homeless because of the need based on the Riverside County’s Point in Time (PIT) count (that showed a 14% increase in chronic homeless unsheltered individuals). In addition, it was also found that there are RRH beds that have not been fully utilized, so there was no need to add more RRH beds. Linda Barrack responded that there are barriers for individuals that cannot be served under chronically homeless and now the tool for serving individual homeless has been taken off the table without the CoC approval. She felt the RFP should not have gone out as early as it did. <p>Public comment was made by Susan Larkin, in agreement to Linda Barrack’s comment. She said she feels to better serve our Continuum these decisions should have been brought forth to the CoC first for their recommendations.</p>

		<ul style="list-style-type: none"> • Steve Falk, BOG Chair, asked if the Planning or Standards and Evaluation Committee could tackle the priority of the CoC and if funds should be diversified to all or one specific population of homelessness? Donyielle Holley suggested the Standards and Evaluation Committee will work on this request. Steve explained the CoC's priorities should align with HUD's priorities which is ending chronic homelessness by 2017. • Linda Barrack believes in addition, Joint TH-RRH can also be used for youth. • Lisa Shiner responded that she acknowledges the feedback and will continue to improve on areas to communicate better with the CoC. The County is currently piloting a TH/RRH program that is funded by the County and cities in the desert. This model will provide our CoC an opportunity to see if this model works, how effective it is, who is it helping, and we will be better informed for the next round. As a result, we can see how much of the funding should be put in this area. The end results would be brought back to the Board. • Rowena Concepcion mentioned another reason why the IRP prioritized HUD funding to PSH instead of RRH is because State ESG also has an estimated funding of \$400,000 that will go towards RRH. • Susan Larkin commented on a report from HMIS showing the length of stay for homeless individuals in PSH has been staying for too long and are not flowing through. She suggested a CoC plan that would get them flowing through so there would not be a need for more PSH. • Lynne Brockmeier, RUHS – Behavioral Health, discussed finding a medium ground and refining the RFP process that would work in the favor for everyone. • Leticia DeLara said she understands what the CoC has to say, and will take DPSS's acknowledgement that we can do some things differently to improve communication and refine the passing of information through the Committees to the CoC and then the Board of Governance.
<p><u>4d. Appointment of City of Riverside Mayor Rusty Bailey to the Board of Governance</u></p>	<p>Steve Falk, Chair</p>	<ul style="list-style-type: none"> • Steve Falk announced City of Riverside, Councilman John Burnard's resignation for his seat on the city council. • City of Riverside Mayor Rusty Bailey has agreed to fill the position for the Board of Governance. • Motion d-1 to appoint City of Riverside Mayor Rusty Bailey to the public sector seat that has been vacated by City of Riverside Councilman John Burnard has been rescinded until the CoC can make nominations and vote first. • Susan Larkin brought the attention to the Board members that they have missed an election period and to also hold an election for open seats. • Nomination requests for open seats on the Board of Governance will be emailed out and also brought to the CoC for review.
<p><u>4e. Presentation by Inland Empire Health Plan (IEHP)</u></p>	<p>Roger Uminski, IEHP Administrative Services Director</p>	<ul style="list-style-type: none"> • Roger Uminski, IEHP Administrative Services Director, gave a brief PowerPoint presentation on IEHP's new PSH funding partnership with Riverside County and data-sharing for improving access to housing services. • IEHP has committed \$10 million toward a housing strategy to serve their members who are experiencing chronic homelessness with chronic health conditions in the Inland Empire. • IEHP's challenge is identification of eligible members and they have proposed to work together with the County for a data sharing agreement in order to overcome this challenge.

		<ul style="list-style-type: none"> Members of the public shared suggestions on how to share data through the Coordinated Entry System (CES) and asked if IEHP would come to one of their meetings to present and share ideas. Sundae Sayles, District 3 Board of Supervisors, County of Riverside Legislative Assistant, asked DPSS when the data sharing agreement will be released. DPSS responded, HMIS is working to finalize this, and will be released in the fall. Steve Falk suggested IEHP to also present at the CoC meeting to inform the membership of this new partnership and the opportunities it brings.
<u>4f. Review of process for teleconferencing and public comment at Board of Governance meetings</u>	Eric Stopher, County Counsel	<ul style="list-style-type: none"> Due to the miscommunication at the last Board of Governance meeting on July 27, 2017 regarding teleconferencing, Eric Stopher, County Counsel, reviewed the process for teleconferencing and public comment at Board of Governance meetings. Eric stated, as written in the Charter, Government Code section 54953 permits the Riverside CoC Board of Governance to conduct its meeting from different locations via teleconference provided that at least a quorum of the Board participate from locations within County of Riverside boundaries. The meeting shall be conducted using teleconferencing at the locations listed in the agenda, and must be accessible to the public. Members of the public shall be afforded the opportunity to address the Board as permitted under Government Code section 54954.3 at each teleconference location. Voting at this meeting shall be by roll call. The old method of allowing the public to call in directly through the teleconference number will not be allowed until further discussion with the CoC. Once the CoC finalizes their decision on call-in options, the Charter will be revised accordingly. Donyielle Holley, DPSS CoC Planner, will present more on this topic at the next CoC meeting on August 23, 2017.
5. OLD BUSINESS		
<u>5a. Board of Governance meeting frequency and formation of Executive Committee</u>	Steve Falk, Chair	<ul style="list-style-type: none"> Steve Falk recommended the Board of Governance members form an Executive Committee. The request will be sent out to the Board of Governance members so they can respond at the next scheduled Board of Governance meeting. The Board members voted to cancel the next two scheduled Board of Governance meetings on September 21 and October 19 due to no action items to vote on until after the CoC meets on October 25, 2017.
6. BoG MEMBER COMMENTS	PRESENTER	ACTION/ OUTCOME
<u>None:</u>		
7. CALL FOR AGENDA ITEMS	PRESENTER	ACTION/ OUTCOME
<u>Next Meeting Agenda Items:</u>	Steve Falk	<ul style="list-style-type: none"> Board of Governance meeting frequency and formation of Executive Committee Review the CoC Board of Governance Charter Article VI 2018 Independent Review Panel (IRP) membership review and nomination of new members by the CoC Board of Governance vacant seat election
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME
8. Next meeting		<ul style="list-style-type: none"> The next Board of Governance meeting date is scheduled for November 16, 2017, 9:30 - 11:30 a.m. at

		DPSS: Banning Children/Adult Services, 901 E. Ramsey Street, Banning, CA 92220.
9. Adjournment		<ul style="list-style-type: none">• The meeting was adjourned at 11:51 a.m.

Board of Governance – August 17, 2017: Attendance Report

*Chair **Vice Chair

Total members present: 10 of 15

Total guests in attendance: 11

PUBLIC SECTOR	PRESENT (X) TELECONFERENCE (T)	PROXY
Brenda Freeman , Executive Director, Community Action Partnership of Riverside County		X
Chuck Washington , District 3 Board Supervisor, County of Riverside		
David M. Brown , Chief of Police, Hemet Police Department		
Vacant seat		
Melissa Conrad , Chief of Social Work Service, VA Loma Linda Healthcare		
Steve Steinberg , Director, Riverside University Health System	X	
PRIVATE SECTOR		
**Leticia DeLara , CEO, Regional Access Project (RAP) Foundation	X	
Tammy Marine , Executive Director, Habitat for Humanity, Inland Valley	X	
Ray Osborne , Executive Director, HomeAid Inland Empire	X	
NON-PROFIT SECTOR		
Angelina Coe , Executive Director, Shelter From The Storm, Inc.	X	
Karyn Young-Lowe , President/Chief Executive Officer, Lighthouse Social Service Centers	X	
*Steve Falk , Director, Community Mission of Hope; Temecula Pantry; HOPE in Elsinore	X	
FORMERLY HOMELESS		
Ron Vervick , Director, Whiteside Manor	X	
EX-OFFICIO MEMBERS		
CoC Chair: Michelle Davis , Housing Authority Manager, City of Riverside	X	
Secretary: Jill Kowalski , Manager, County of Riverside, DPSS Homeless Programs		

Guests:

Alternatives to Domestic Violence	Florence White
District 3 Board of Supervisors, County of Riverside	Sundae Sayles
District 4 Board of Supervisors, County of Riverside	Greg Rodriguez
Housing Authority of the County of Riverside	Tanya Torno
Inland Empire Health Plan	Roger Uminski
Martha's Village and Kitchen	Linda Barrack
Path of Life Ministries	Kristii MacEwen
Riverside Deputy County Counsel	Eric Stopher
RUHS – Behavioral Health	Lynne Brockmeier
Step up on Second	Kimberlee Albers
Valley Restart Shelter	Susan Larkin

DPSS Staff: 5

Adult Services, Assistant Director	Lisa Shiner
Homeless Programs, Admin. Services Officer	Rowena Concepcion
Homeless Programs, CoC Planner	Donyielle Holley
Homeless Programs, CoC Support	Elizabeth Hernandez
Homeless Programs, CoC Support	Evelyn Pham
Homeless Programs, CoC Support	Tiffany Nelson