



## Minutes for County of Riverside Continuum of Care Board of Governance (BOG)

November 12, 2015  
9:30 a.m. – 11:30 a.m.

United Way of the Inland Valleys  
6215 River Crest Drive, Ste. B, Riverside, CA 92507

Minutes Recorded and Transcribed by Tiffany Nelson, Office Assistant II, DPSS – Homeless Programs Unit

TOPIC	PRESENTER	ACTION/ OUTCOME
Call to Order	Darrell Moore	<ul style="list-style-type: none"> <li>The meeting was called to order at 9:42 a.m.</li> </ul>
Introductions	Darrell Moore	<ul style="list-style-type: none"> <li>A roll call of the outgoing BOG members was conducted. All guests introduced themselves.</li> <li>There was no quorum.</li> <li>A roll call of the incoming BOG members was conducted. Each new member introduced themselves.</li> <li>Eric Stopher, Deputy County Counsel for the County of Riverside was in attendance to counsel the Board of Governance.</li> </ul>
Minutes	Darrell Moore	Approval of the minutes for October 29, 2015 will take place at the next meeting due to lack of quorum.
Public Comment	Darrell Moore	No public comments.
NEW BUSINESS	PRESENTER	ACTION/ OUTCOME
<b><u>Recognition of Outgoing BOG Members:</u></b>	Darrell Moore	<ul style="list-style-type: none"> <li>Darrell Moore presented each member of the outgoing Board of Governance with a certificate of recognition signed by Darrell Moore, BOG Co-Chair and David Leahy, CoC Chair.</li> <li>Outgoing members that were not present will receive their certificate in the mail.</li> </ul>
<b><u>Installation of Incoming BOG Members:</u></b>	Darrell Moore	<ul style="list-style-type: none"> <li>The new Board of Governance membership is as follows:            Public Sector: <b>Brenda Freeman</b>, Executive Director, Community Action Partnership of Riverside County            Public Sector: <b>Chuck Washington</b>, District 3 Board Supervisor, County of Riverside            Public Sector: <b>David M. Brown</b>, Chief of Police, Hemet Police Department            Public Sector: <b>Jerry Wengerd</b>, Director, County of Riverside Department of Mental Health            Public Sector: <b>Melissa Conrad</b>, Chief of Social Work Service, VA Loma Linda Healthcare            Public Sector: <b>Rusty Bailey</b>, Mayor, City of Riverside Office of the Mayor            Private Sector: <b>Jack Olree</b>, Vice President, Wells Fargo Government and Community Relations Group            Private Sector: <b>Leticia DeLara</b>, CEO, Regional Access Project (RAP) Foundation            Private Sector: <b>Tammy Marine</b>, Executive Director, Habitat for Humanity, Inland Valley            Non-Profit Sector: <b>Angelina Coe</b>, Executive Director, Shelter From The Storm, Inc.            Non-Profit Sector: <b>Karyn Young-Lowe</b>, President/Chief Executive Officer, Lighthouse Social Service Centers            Non-Profit Sector: <b>Steve Falk</b>, Director, Community Mission of Hope; Temecula Pantry; HOPE in Elsinore         </li> </ul>

		Formerly Homeless: <b>Ron Vervick</b> , Director, Whiteside Manor Ex-Officio Member: <b>David Leahy</b> , Chief Financial Officer, ABC Recovery Center, Inc. Ex-Officio Member: <b>Jill Kowalski</b> , Manager, County of Riverside, DPSS Homeless Programs
<b><u>CoC Overview and Introductions:</u></b>	David Leahy  Steve Falk  Darrell Moore  Steve Falk  David Leahy  Steve Falk	<ul style="list-style-type: none"> <li>• David gave an introduction and overview of the County of Riverside Continuum of Care (CoC).</li> <li>• He informed the new board that HUD is the primary funding source of our CoC, but that other CoCs include other sources of funding for homeless assistance.</li> <li>• David introduced the Standing Committees to the Board.</li> <li>• <u>Membership Committee</u>: This committee collaborated on nominations to fulfill the new Board of Governance seats. The committee is tasked with recommending strategies and new members to expand the capacity of the CoC.</li> <li>• <u>Housing Committee</u>: This committee is currently reviewing housing inventory stock in Riverside County and developing a GIS map to identify where services are provided.</li> <li>• <u>Employment &amp; Self-Sufficiency Committee</u>: This committee has not met yet, but will focus on employment opportunities for individuals and families experiencing homelessness.</li> <li>• <u>Coordinated Entry Workgroup</u>: This committee coordinates the implementation of the Coordinated Entry System using standardized tools and practices.</li> <li>• <u>Funding &amp; Finance Committee</u>: This committee is tasked with identifying various funding sources, such as grants, that would support the provision of homeless services in Riverside County.</li> </ul>
<b><u>HMIS Administrators' Council:</u></b>	David Leahy on behalf of Lynne Brockmeier	<ul style="list-style-type: none"> <li>• David gave a description of the HMIS Administrator's Council and the Homeless Management Information System (HMIS) system.</li> <li>• The HMIS Council gathers to provide oversight, guidance and data quality within the chosen HMIS system, which is currently ClientTrack, on behalf of the County of Riverside CoC.</li> </ul>
<b><u>FY 14/15 CoC Accomplishments:</u></b>	Jill Kowalski	<ul style="list-style-type: none"> <li>• Jill extended an invitation to the new Board members to meet with DPSS Staff and CoC members for informal orientation meetings to familiarize them with the Continuum of Care.</li> <li>• Jill presented role of the Collaborative Applicant to the CoC. The Collaborative Applicant is tasked with submitting the consolidated application to HUD.</li> <li>• DPSS also serves as the HMIS Lead Agency. HMIS staff in the DPSS Homeless Programs Unit use ClientTrack to track every time a homeless client enters and exits a program. There are currently 117 individual HMIS users, 23 agencies, and 73 projects (Emergency Shelter, Transitional Housing, and Permanent Housing).</li> <li>• Jill offered a binder for outgoing Board of Governance members, if requested.</li> <li>• A handout was provided of the 2014 CoC Program Funding Awards.</li> <li>• The Homeless Point in Time (PIT) Count is one of the most important efforts in our CoC. Based upon the 2015 PIT Count results, Riverside County's homeless population decreased by 20% since the 2013</li> </ul>

		<p>PIT Count took place.</p> <ul style="list-style-type: none"> <li>• Veteran Homelessness: At the beginning of 2015 we started with a list of 382 homeless veterans on a list to be housed. To date, 287 of those veterans have been housed.</li> <li>• The CoC was awarded \$1.3 million in Permanent Supportive Housing Bonus funds that will go to Path of Life Ministries to create 92 more beds.</li> <li>• The Collaborative Applicant has been working towards diversifying CoC Funding. Some efforts include the CalWORKs Housing Support Program and working with the First 5 Commission that has expressed interest in housing for families with children between the ages of 0-5.</li> </ul>
<b><u>2016 Homeless Point-in-Time Count:</u></b>	Donyielle Holley	<ul style="list-style-type: none"> <li>• The Homeless Point in Time Count is a reliable method that shows how we are progressing towards ending homelessness. This effort is federally mandated by the U.S. Department of Housing and Urban Development (HUD) to count and survey the homeless population in Riverside County.</li> <li>• The 2016 Point in Time Count will take place on Tuesday, January 26<sup>th</sup>, 2015 at 5:30 a.m.</li> <li>• There will be a street count from 5:30 a.m. to 9:30 a.m., a service based count from 7 a.m. to 2 p.m., and the sheltered count will be tracked through HMIS for the night of January 25<sup>th</sup>.</li> <li>• Last year there were over 533 volunteers and this year we are expecting to have as many as 500.</li> </ul>
<b><u>Board of Governance Overview:</u></b>	Darrell Moore	<ul style="list-style-type: none"> <li>• Darrell provided an overview of the Board of Governance and its duties as part of the County of Riverside Continuum of Care.</li> </ul>
<b><u>Board of Governance Chairperson Election:</u></b>	Darrell Moore	<ul style="list-style-type: none"> <li>• There was no quorum of the new Board of Governance to vote on this item.</li> </ul>
<b><u>Board of Governance 2016 Meeting Schedule:</u></b>	Jill Kowalski	<ul style="list-style-type: none"> <li>• The meeting schedule will be discussed at the next meeting.</li> </ul>
<b>STANDING ITEMS</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>
None		
<b>RECEIVE AND FILE ITEMS</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>
<b><u>APRs:</u></b> Housing Authority All County II; Housing Authority S+C, Street to Home; DMH Riverside PSH; U.S. Vets PSH	Darrell Moore	<ul style="list-style-type: none"> <li>• No Discussion.</li> <li>• These APRs have been approved by the CoC and will be filed.</li> </ul>
<b><u>CoC Committee Reports:</u></b>		Nothing to report.
<b>BOG MEMBER COMMENTS</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>
Informal Meeting	Steve Falk	<ul style="list-style-type: none"> <li>• Steve recommended that the new board accept Jill's earlier invitation to have an informal meeting to further discuss the duties of the Board of Governance.</li> </ul>
<b>CALL FOR AGENDA ITEMS</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>

Items for approval at the next meeting:		<ul style="list-style-type: none"> <li>• October 29, 2015 meeting minutes.</li> <li>• Board of Governance Chairperson election.</li> </ul>
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME
Next meeting		The next Board of Governance meeting date will be sent via e-mail after collaborating with the new Board members regarding availability.
Adjournment		<ul style="list-style-type: none"> <li>• The meeting was adjourned at 11:26 a.m.</li> </ul>

# Board of Governance – November 12, 2015: Attendance Report

\*Co-Chair (T) Via Teleconference

**Total in attendance: 25**

**Present Members: 19**

ABC Recovery Center  
Board of Supervisors - 1<sup>st</sup> District  
Board of Supervisors - 3<sup>rd</sup> District  
Board of Supervisors - 4<sup>th</sup> District  
Community Action Partnership  
Community Mission of Hope  
Department of Mental Health  
Desert Best Friends Closet  
Hemet Police Department  
Inland Counties Legal Services  
Jewish Family Services of San Diego  
Path of Life Ministries  
Prayer Warriors Enhancement  
Regional Access Project Foundation  
Shelter From The Storm  
U.S. Vets  
Valley Restart Shelter  
Wells Fargo  
Whiteside Manor

David Leahy  
Robin Reid  
Sundae Sayles for Chuck Washington  
Maria Becerra for Lilia Escobedo  
Michael Elkins for Brenda Freeman  
Steve Falk  
Lynne Brockmeier  
Connie Golds  
David M. Brown  
Darrell Moore\*  
Le McClellan (T)  
Joan Thirkettle  
Rochelle Lewis  
Leticia DeLara  
Angelina Coe  
Eddie Estrada  
Susan Larkin  
Jack Olree (T)  
Ron Vervick

**Guests: 1**

County Counsel

Eric Stopher

**DPSS Staff: 5**

Homeless Programs, CoC Support  
Adult Services, Assistant Director  
Homeless Programs, Manager  
Homeless Programs, CoC Planner  
Homeless Programs, Admin. Assistant

Tiffany Nelson  
Lisa Shiner  
Jill Kowalski  
Donyielle Holley  
Jacquie Hamilton