



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

March 15, 2018

9:00 a.m. – 11:00 a.m.

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

TOPIC	PRESENTER	ACTION/ OUTCOME
1. <u>Call to Order:</u> Welcome & Introductions	Tammy Marine, Chair	<ul style="list-style-type: none"> The meeting was called to order at 9:15 a.m. A roll call of the BoG members was conducted. New BoG Chairperson Tammy Marine started the meeting with introductions. She thanked the BoG for electing her as chair and applauded the devotion of board members who are working for the greater good of the County of Riverside. She said the board is charged by HUD to carryout mandates and hopes to ensure there is no misunderstanding of HUD. She said she hopes she can help the board bring more transparency to this challenging and complex process and issue. She looks forward to bring unity and working together for the greater good. She also would like to help the board fulfill the vision to bring outside funding sources to the county to address homelessness.
2. <u>Minutes Approval:</u>	Tammy Marine	<p><i>Motion was made by Sabby Jonathan to approve the minutes from January 18, 2018. Ray Osborne seconded the motion. Roll Call Vote: Yay – 7; Nay – 0; Abstention – 0. Motion carried.</i></p>
3. <u>Public Comment:</u>	Tammy Marine	<ul style="list-style-type: none"> None
4. NEW BUSINESS	PRESENTER	ACTION/ OUTCOME
4a. <u>2018 HUD CoC Program Application Process: Independent Review Panel (IRP) Recommendations</u>	Angelina Coe, IRP vice-chair	<ul style="list-style-type: none"> The IRP met twice to begin the 2018 application review and evaluation process. In addition to current data and reports for funded projects, the panel members spent time reviewing a new evaluation tool that HUD released in 2017. The IRP is recommending that the BOG receive mutual reports so they remain updated on the performance of CoC Program funded projects. The reports will include Annual Performance Reports (APRs), HMIS report cards and monitoring status reports of each CoC project. Angelina said the BoG would continue to make difficult decisions in the future as higher performing CoC projects fall into Tier 2. <p><i>Motion was made by Ron Vervick and seconded by Sabby Jonathan to approve the 2018 HUD CoC Program Independent Review Panel (IRP) recommendation that the Board of Governance receive regular Annual Performance Reports (APRs) and monitoring status reports of CoC Program funded projects on a consent calendar on the agenda of regular BoG meetings. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. Motion carried.</i></p> <p>The IRP has unanimously decided to rescind their recommendation for the BOG to adopt HUD’s new scoring tool to review and rank projects for the 2018 HUD application. At the March 7 IRP meeting, DPSS</p>

staff presented a summary of how each renewal project scored using the new HUD tool. The scores with the new HUD tool were significantly lower than the scores the renewal projects received with the existing scoring tool used in 2017.

Original Motion: Approve the *IRP recommendation to use the 2017 review and evaluation tools and process for the 2018 HUD CoC Program NOFA process with the intent of introducing the new HUD tool in 2019.*

- There was discussion about the HUD tool and the performance benchmarks that are currently not being met by many of the existing projects. Jill Kowalski referred to a hand-out with the scores of the current projects using the new HUD tool. She said they are much lower than the scores using the 2016 and 2017 scoring tool and was concerned that this could impact the overall score on our consolidated application to HUD. She pointed out three criteria that HUD uses to determine whether CoCs are serving high need populations. There are three data elements related to measuring this that projects report in their annual APRs. Previously, CoCs were only asked to answer in a written narrative how they are prioritizing people with the highest needs. However, in HUD's new tool, there are three questions asking:
 - Whether 80% or greater of participants have zero income at entry (to housing programs)
 - Whether 75% or greater of participants have more than one disability type at entry (to housing)
 - Whether 75% or greater of participants are entering housing projects from a place not meant for human habitation.
- All but two projects received points for the first criteria; 7 projects (of 17) received points for the second criteria and no projects received points for the third criteria. Jill said that if HUD begins to require CoCs to report this data, it will impact our overall score and could jeopardize funding. For the third measure, whether 75% or greater are coming from a place not meant for human habitation, Jill said none of the projects are meeting this criteria because most of the clients being housed are coming from emergency shelters, rather than from encampments or being on the street, etc. She said this percentage needs to flip so that only about 25% are coming from shelters. Melissa Conrad asked if this measure tracked the point of entry a homeless person comes into the system or whether it is when they are in emergency shelter. DPSS staff said this may be an issue with how the projects are reporting in HMIS when a person comes from before going into housing. This will be clarified with the projects to ensure this is being input correctly. Melissa also expressed concern that HUD does not factor in each community's need when requiring these measures. Jill responded that as long as we have people experiencing homelessness who have no income and are living in encampments, etc., we need to make sure they are prioritized based on HUD requirements. She said that if/when our data shows this, we can use as a justification to HUD as to why we are not meeting these measures. She used as an example that we still have a large number of chronic homeless in our annual point in time count and Coordinated Entry System by name list. So, we still need to be prioritizing HUD funds

		<p>toward this population. Sabby Jonathan added that we need to remain cautious that we do what HUD says.</p> <ul style="list-style-type: none"> Rusty Bailey agreed to move forward only with an amended motion to change the year to introduce the new HUD tool from 2019 to 2020. The board discussed whether the new HUD tool should be introduced in 2019 or if there should be a longer transition, such as two years, and agreed to amend the motion with the intent of using the new tool in 2020. <p>Amended Motion was made by Rusty Bailey and seconded by Ron Vervick to approve the IRP recommendation to use the 2017 review and evaluation tools and process for the 2018 HUD CoC Program NOFA process with the intent of introducing the new HUD tool in 2020. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. Motion carried.</p> <p>The board members opted to table the approval of adopting the 2017 HUD CoC Project Review and Ranking Process until further discussion at the May BOG meeting.</p> <p>Original Motion: Approve the IRP recommendation that the Board of Governance adopt the 2017 HUD CoC Project Review and Ranking Process for 2018 with no changes other than those changes needed to reflect the 2018 HUD CoC Program NOFA when it is released. Motion was made by Rusty Bailey and seconded by Susan Larkin to table the above motion to the May meeting. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. Motion carried.</p>
<p><u>4b. Proposed BoG workshop on 2018 HUD CoC Program NOFA and process: April 19</u></p>	<p>Jill Kowalski, DPSS</p>	<ul style="list-style-type: none"> There was favor by the board to hold a special BoG workshop in April, however, a date could not be determined. The board members agreed to revise the original motion. <p>Original Motion: Approve a special BoG workshop to be scheduled on Thursday, April 19 from 9 a.m. to 11 a.m. at a location to be determined. Amended Motion was made by Rusty Bailey and seconded by Ron Vervick to approve a special BoG workshop to be scheduled on a date to be determined; April 16-30 at a location to be determined. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. Motion carried.</p> <ul style="list-style-type: none"> DPSS staff will send a “Doodle” poll to BoG members to see what day/timeframe will work best for a majority of the board members.
<p><u>4c.CoC and ESG program Housing Quality Standards (HQS): written standards</u></p>	<p>Jill Kowalski</p>	<ul style="list-style-type: none"> As recipient of HUD funds, DPSS is required to ensure Housing Quality Standards (HQS) are kept for each unit. These are the HUD-established minimum quality standards for Continuum of Care (CoC) and Emergency Solutions Grant (ESG) Programs. A copy of the HUD-CoC Program Housing Quality Standards Policies and Procedures was provided for BoG review. <p>Motion was made by Rusty Bailey and seconded by Sabby Jonathan to approve the new Housing Quality Standards Policies and Procedures as recommended by the CoC Standards and Evaluation Committee and the CoC membership. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. Motion carried.</p>

<p><u>4d. 2018 Homeless Point-in-Time Count Update: Information only</u></p>	<p>Donyielle Holley, DPSS Planner and Point-in-Time Count Coordinator</p>	<ul style="list-style-type: none"> • Donyielle Holley presented a status report on the 2018 Homeless Point-in-Time Count. She emphasized that the PIT count is not meant to be a total count of our homeless population; but rather a census using the same standardized methodology that provides a year-to-year comparison of trends related to our county’s homeless population. The PIT count is required by HUD and is used to measure increases/decreases and changes in each community’s homeless population. • Donyielle said that at the recent National Alliance on Ending Homelessness Conference (NAEH) in Los Angeles, HUD officials made a statement that the PIT count is here to stay and that they intend to continue to require CoCs to conduct biennial PIT counts. • Donyielle reported that preliminary PIT data will be released on April 9 and the full report will be available May 9 or after. • Rusty Bailey commented on his experience participating in this year’s PIT count and suggested giving gift cards to volunteers to incentivize getting surveys completed. He said that he noticed some volunteer teams only went to the places marked on the maps, even if they saw other homeless individuals in other areas. He also recommended having smaller teams (two people instead of four) and there was a recommendation about ensuring at least one street outreach or other experienced worker is assigned to each team because they are more knowledgeable about where homeless people are living, etc.
<p><u>4e. County of Riverside Executive Oversight Committee on Homelessness (EOCH) Plan: Information only</u></p>	<p>Jill Kowalski</p>	<ul style="list-style-type: none"> • Jill Kowalski reported on the EOCH homeless plan and next steps, including the recruitment for a countywide deputy director, or “homeless czar” who would report to the county’s Executive Office and provide oversight and direction on homeless issues. She distributed a recruitment pamphlet for the position. The position will be responsible for some of the following initiatives: <ul style="list-style-type: none"> ○ To engage cities and Continuum of Care and provide progress reports. ○ To end homelessness of single individuals and families who are living on the streets, in shelters or in transitional housing programs. ○ Prevent homelessness among individuals and families at-risk of becoming homeless ○ Ensure funding for a coordinated system to end and prevent homelessness among individuals and families.
<p><u>4f. 2018 State Emergency Solutions Grant (ESG) Solicitation of Interest: Information only</u></p>	<p>Jill Kowalski</p>	<ul style="list-style-type: none"> • The State ESG NOFA: <ul style="list-style-type: none"> ○ Scheduled to be released: May ○ Deadline to submit an application: June • 2018 allocation for Riverside County: \$996,600 an increase from 2017 of \$630,757. • State ESG funds may be used for: <ul style="list-style-type: none"> ○ Rapid Housing (40% of the allocation must be used for this) ○ Street outreach ○ Emergency Shelter ○ Homeless Management Information System (HMIS)

<u>4g. 2018 HUD Youth Homeless Demonstration Grant: Information only</u>	Jill Kowalski	<ul style="list-style-type: none"> Jill referred to the staff report in the agenda and a hand-out in the BoG packet to provide an overview of the Youth Homeless Demonstration Program (YHDP) grant application to HUD. She explained that the focus has been on creating a Youth Action Board of homeless/formerly homeless youth (up to age 24) to help lead the planning and development of the application. She emphasized that there is no funding available for projects in this application. It is only to become a demonstration community and participate in an 8-month planning process to create a community plan to address youth homelessness.
<u>4h. Housing and Disability Advocacy Program (HDAP) Funding: Information only</u>	Jill Kowalski	<ul style="list-style-type: none"> DPSS has received \$994,760 for 3 years from the California Department of Social Services (CDSS) to implement the Housing and Disability Advocacy Program (HDAP). (<i>Note: DPSS was notified April 6 that we will receive additional funds in the amount of \$365,372 for a new total allocation of \$1,360,132.</i>) <ul style="list-style-type: none"> Grant Term: March, 2018 through June 30, 2020 DPSS will use funds to hire an HDAP Specialist to coordinate program Program components: Connect chronically homeless to SSI/SSDI benefits More details will be provided at the April BoG workshop.
<u>4i. Board of Governance proxy designation letter: Information only</u>	Tammy Marine	<ul style="list-style-type: none"> A sample proxy letter was provided as a handout and the board members were reminded that they could use this form to send a proxy in the event that they are unable to make a BoG meeting.
5. OLD BUSINESS		
<u>5a. Board of Governance formation of an Executive Committee</u>	Tammy Marine	<ul style="list-style-type: none"> Tabled
<u>5b. Review the CoC Board of Governance Charter Article VI:</u>	Tammy Marine	<ul style="list-style-type: none"> Tabled
6. CALL FOR AGENDA ITEMS		
<u>Next Meeting Agenda Items:</u>	Tammy Marine	<ul style="list-style-type: none">
ADJOURNMENT		
7. Next meeting		<ul style="list-style-type: none"> The next Board of Governance meeting date is scheduled for May 17, 2018, 9:00 - 11:00 a.m. at DPSS: Banning Children/Adult Services, 901 E. Ramsey Street, Banning, CA 92220.
8. Adjournment		<ul style="list-style-type: none"> Roger Uminski from IEHP asked if he could introduce Tyler Fong, Program Director from Brilliant Corners, an organization based in Los Angeles that IEHP is contracting with to oversee a flexible housing subsidy pool in the Inland Empire and assist in building relationships with landlords to provide housing to IEHP members who have high needs, including being homeless. The meeting was adjourned at 11:03 a.m.

Board of Governance – March 15, 2018: Attendance Report

*Chair **Vice Chair

Total members present: 10 of 15

Total guests in attendance: 7

PUBLIC SECTOR	PRESENT (X) TELECONFERENCE (T)	PROXY
Vacant		
Chuck Washington , District 3 Board Supervisor, County of Riverside		
Rusty Bailey , Mayor, City of Riverside	X	
Sabby Jonathan , Mayor, City of Palm Desert	X	
Melissa Conrad , Chief of Social Work Service, VA Loma Linda Healthcare	X	
Steve Steinberg , Director, Riverside University Health System		
PRIVATE SECTOR		
**Leticia DeLara , CEO, Regional Access Project (RAP) Foundation		
*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		
Susan Larkin , Grant Administrator, Valley Restart Shelter	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	X	

Guests: 7

Brilliant Corners	Tyler Fong
District 2 Board of Supervisors, County of Riverside	Corinne Awad
District 3 Board of Supervisors, County of Riverside	Sundae Sayles
IEHP – Inland Empire Health Plan	Roger Uminski
Riverside Deputy County Counsel	Eric Stopher
RUHS – Behavioral Health	Lynne Brockmeier
Step up on Second	Barbara Bloom

DPSS Staff: 3

Homeless Programs, CoC Planner	Donyielle Holley
Homeless Programs, Admin Svcs. Officer	Rowena Concepcion
Homeless Programs, CoC Support	Tiffany Nelson