



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

July 12, 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 came to order at 9:06 a.m. A roll call of the BoG members was conducted. Tammy Marine began the meeting with introductions.
2. <u>Minutes Approval:</u>	Tammy Marine	Motion was made by Ray Osborne to approve the minutes from June 21, 2018. Chuck Washington seconded the motion. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. Motion carried.
3. <u>Public Comment:</u>	Tammy Marine	<ul style="list-style-type: none"> Barbara Bloom introduced Daniel Kitowski to replace Kimberlee Albers as the new primary representative for Step Up on Second.
4. Old BUSINESS	PRESENTER	ACTION/ OUTCOME
None		
5. New BUSINESS		
5a. <u>2018 HUD CoC Program Notice of Funding Availability (NOFA)</u>	Jill Kowalski, DPSS	<p>On June 20, 2018, HUD released the 2018 HUD CoC Program Notice of Funding Availability (NOFA) with a submission deadline of September 18, 2018. A timeline for completing the NOFA is included as a handout. The 2018 HUD CoC Program NOFA allocation for Riverside County is:</p> <ul style="list-style-type: none"> Final Pro Rata Need (FPRN) \$11,738,579 Domestic Violence Bonus (10% of FPRN) \$1,173,858 Bonus (6% of FPRN) \$704,315 Planning Grant - \$352,157 <p>There are three decisions the BoG acted on related to completion of the 2018 HUD application are: Approve list of eligible renewal projects ranked in order of score: Motion was made by Susan Larkin to approve all of the projects eligible for renewal to be ranked in order of score from highest to lowest to be included in the 2018 HUD CoC Program Consolidated Application. Angelina Coe seconded the motion. Roll Call Vote: Yay – 7; Nay – 0; Abstention – 0; Recusal – 1: Emilio Ramirez, City of Riverside. Motion carried.</p> <p>(1) New this year, HUD is allowing eligible renewal projects the ability to consolidate two or more eligible renewal projects (but no more than four projects) into one project application during the application process (see page 8 for a more detailed explanation).</p> <ul style="list-style-type: none"> To be eligible for consolidation, projects must have the same recipient and be for the same component; and they will be funded in this competition only with FY 2018 funds (meaning no funds recaptured from prior years will be awarded to the project). HUD will not permit projects with the following characteristics to consolidate
5a1. <u>Approve the list of eligible renewal projects and ranking to include in the 2018 application:</u>		
5a2. <u>Consolidation of Projects:</u>		

5a3. Request for Proposal for Domestic Violence Bonus and Bonus projects:

that have: a) outstanding audit or monitoring findings; b). outstanding obligation to HUD that is in arrears; c). unresolved construction delays; d). history of poor financial management/drawdown issues; e). history of low occupancy levels, or lack experience in administering the project type; or f). or other capacity issues.

- DPSS proposed to evaluate the above criteria to consolidate projects using the most recent Annual Performance Report (APR) for the projects; and using the most recent monitoring summary for each project. DPSS will also consult with the HUD Field Office in Los Angeles to confirm consolidation eligibility.

Motion was made by Ray Osborne to approve the consolidation of eligible projects based on the criteria set by HUD in the 2018 NOFA using the most recent Annual Performance Report (APR) and most recent monitoring report to evaluate whether renewal projects may be consolidated. Chuck Washington seconded the motion. Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. **Motion carried.**

2018 HUD CoC Program DV Bonus and Bonus projects:

(2) The 2018 HUD CoC Program NOFA allows CoCs to apply for the following:

- Domestic Violence (DV) Bonus - up to 10 percent of its Preliminary Pro Rata Need (PPRN), or \$1,1,73,858, to create up to three projects;
- Bonus - up to 6 percent of its Final Pro Rata Need (FPRN) and may apply for more than one bonus project or \$704,315.

Motion: Approve the release of a Request for Proposal (RFP) to seek competitive proposals to be included in the 2018 HUD CoC Consolidated Application in one or more of the following components:

Domestic Violence (DV) Bonus Project: Bidders may submit proposals for the following project components:

- (a) Permanent Housing-Rapid Re-Housing projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless in 24 CFR 578.3;
- (b) Joint Transitional Housing (TH) and Permanent Housing – Rapid Re-Housing (PH-RRH) component projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless in 24 CFR 578.3; or
- (c) Supportive Service Only-Coordinated Entry project (SSO-CE) to implement policies, procedures, and practices that equip the CoC’s coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.

Bonus Project: Bidders may submit proposals for the following project components:

- (a) Permanent Housing-Permanent Supportive Housing (PH-PSH) projects where 100 percent of the beds are dedicated to individuals and families experiencing chronic homelessness, as defined in 24 CFR 578.3.
- (b) New Permanent Housing-Rapid Rehousing (PH-RRH) projects that will serve homeless individuals and families, including unaccompanied youth;
- (c) Joint TH and PH-RRH component projects as defined in Section III.C.3.m of this NOFA to better serve homeless individuals and families, including individuals or families fleeing or attempting to flee

		<p>domestic violence, dating violence, sexual assault, or stalking.</p> <p>(d) Dedicated HMIS project for the costs in 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead.</p> <p>(e) Supportive Services Only (SSO-CE) project to develop or operate a centralized or coordinated assessment system.</p> <p>Angelina Coe suggested that the motion be separated into two. The board agreed to the two new motions below:</p> <p><u>Public Comment:</u> Lynne Brockmeier, RUHS-BH, said that they plan to apply for the DV bonus to create a CES for DV providers. She said this will help with license fee costs to add new users to HMIS for CES and to expand capacity in HMIS for the CES.</p> <p><u>Public Comment:</u> Florence White, Executive Director, Alternatives to Domestic Violence (ADV) stated that she was unable to attend the mandatory workshop, and therefore is unable to apply; however, she acknowledged that Alternative for Domestic Violence has the capacity to meet the requirements for the DV Bonus project if funded. --</p> <p>Amended Motion was made by Susan Larkin to approve the release of a Request for Proposal (RFP) to seek competitive proposals to be included in the 2018 HUD CoC Program Consolidated Application for the three Domestic Violence Bonus Project Components. Karyn Young-Lowe seconded the motion. <i>Motion carried.</i> Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. <i>Motion carried.</i></p> <p>Amended Motion was made by Angelina Coe to approve the release of a Request for Proposal (RFP) to seek competitive proposals to be included in the 2018 HUD CoC Program Consolidated Application for one or more of the Bonus Project Components. Susan Larkin seconded the motion. <i>Motion carried.</i> Roll Call Vote: Yay – 8; Nay – 0; Abstention – 0. <i>Motion carried.</i></p>
<p><u>5b. State funding for homelessness: Overview and impact on Riverside County</u></p>	<p>Dr. Joe Colletti, DPSS Consultant</p>	<p>On June 21, Dr. Joe Colletti of Urban Initiatives presented information and analysis of the homeless funding that will be coming from the state as part of SB 2. The BoG asked that Dr. Colletti provide additional and updated information on the funding sources included in the state budget and guidance on what decisions the BoG will need to ensure the greatest impact and use of these funds countywide.</p> <p>Tammy Marine proposed a special workshop to be held on August 2nd to further discuss upcoming funding including the Housing Emergency Aid Program (HEAD) and California Emergency Solutions Grant (ESG).</p>
<p><u>5c. State Emergency Solutions Grant (ESG) funding awards</u></p>	<p>Jill Kowalski, DPSS</p>	<p>An RFP for the first allocation of ESG (federal) funds in the amount \$300,452 was completed July 6. The BoG approved appropriating the funding as follows: a minimum of 40% (\$116,806) to be used for Rapid Rehousing; and the balance (\$183,646) to be used for Homelessness Prevention. DPSS presented a detailed overview and summary of the proposals received. The BoG determined which proposal(s) to fund for each category based on the amount of funding available in this round.</p> <p>Rowena Concepcion presented that four applications were received and passed threshold:</p> <p>(1) Catholic Charities – Homeless Prevention</p>

		<p>(2) Coachella Valley Rescue Mission – Rapid Rehousing (3) Coachella Valley Rescue Mission – Homeless Prevention (4) Path of Life Ministries – Homeless Prevention.</p> <p>See 2018 State ESG Proposals Summary handout.</p> <p><u>Public Comment</u>: Leonard Jarman spoke to the BoG about the Path of Life Homelessness Prevention application submitted for State ESG. He said they currently have State ESG funding to pay for two housing/landlord locator positions that will serve the entire CoC. He stated that Path of Life Ministries was asked to apply for funding for these positions. The contract has been delayed and was just received a few weeks ago. Path of Life requested funding to continue to support the two housing locator positions for the CoC.</p> <p>Motion was made by Susan Larkin to approve the proposals to include Catholic Charities (CCSBRIV) and Coachella Valley Rescue Mission (CVRM) for State ESG funding based on the information presented by DPSS. Ray Osborne seconded the motion. Roll Call Vote: Yay – 7; Nay – 1; Abstention – 0. Motion carried.</p>
<u>5d. HUD mandated Emergency Transfer Plan in CoC written standards</u>	Dr. Joe Colletti, DPSS Consultant	<p>HUD is requiring that each CoC establish an emergency transfer plan for victims of domestic violence that is part of the CoC written standards for administering CoC program assistance under the HEARTH Act (24 CFR 578.7(a)(9)(ii), (iii) and (v)). This is required to be completed prior to the start of the projects awarded funds in the FY 2017 CoC Program Competition. Dr. Colletti presented the recommended wording that should be included in the CoC written standards for review and comment by the Board of Governance. The recommended wording for the Emergency Transfer Plan will be shared with the Continuum of Care for review and comment. The finalized wording for the plan will be presented to the Board of Governance for approval on August 16.</p> <p>This item is tabled to the next meeting agenda.</p>
<u>5e. Board of Governance election results</u>	Tammy Marine, Chair	<p>The results of the election by CoC member organizations conducted on June 27 for four BoG seats with terms ending June 30, 2018 are listed below. The new BoG terms will be for 3 years, beginning July 1, 2018 (ending June 30, 2021).</p> <ul style="list-style-type: none"> • <u>Public Sector Seats (2)</u>: <ul style="list-style-type: none"> ○ Robin Gilliland, Community Services Supervisor II, City of Temecula ○ Greg Rodriguez, Government and Public Policy Advisor for Riverside County Supervisor V. Manuel Perez • <u>Private Sector Seat (1)</u>: <ul style="list-style-type: none"> ○ Leticia DeLara, CEO, Regional Access Project (RAP) • <u>Non-Profit Sector Seat (1)</u>: <ul style="list-style-type: none"> ○ Angelina Coe, Executive Director, Shelter from the Storm, Inc. <p>Motion was made by Chuck Washington to approve the new Board of Governance members elected by the CoC to serve July 1, 2018 through June 30, 2021. Karyn Young-Lowe seconded the motion. Roll Call Vote: Yay – 7; Nay – 0; Abstention – 0. Motion carried. (Ray Osborne vacated the meeting prior to the vote)</p>
<u>5f. New Ex-officio Board of Governance seat for</u>	Jennifer Claar, DPSS	<p>An additional Ex-officio seat is being created for the county’s new Deputy CEO of Homelessness, Natalie Komuro, who begins in July. The new seat would create a total of three Ex-officio seats on the BoG. The seats do not have</p>

<u>the Deputy County Executive Officer – Homelessness Solutions for Riverside County</u>	Assistant Director	voting rights. <i>Motion was made by Susan Larkin to approve the creation of a new Ex-officio seat be added to the Board of Governance for the Deputy Executive Officer – Homelessness Solutions for Riverside County. Angelina Coe seconded the motion. Roll Call Vote: Yay – 7; Nay – 0; Abstention – 0. Motion carried.</i>
<u>5g. Board of Governance composition and representation</u>	Dr. Joe Colletti, DPSS Consultant	<ul style="list-style-type: none"> At the June BoG meeting, Dr. Colletti presented on the CoC structure and required representation on the CoC board. The BoG asked Dr. Colletti to provide further information and discussion on the BoG member composition and include geographic representation, conflict of interest and specific sectors that should be represented, as required by HUD. <p>This item is tabled to a future meeting.</p>
6. Consent Items:	PRESENTER	ACTION/ OUTCOME
		There were no consent items.
7. Call for Agenda Items		
		•
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME
7. Next meeting	Tammy Marine	<ul style="list-style-type: none"> The next Board of Governance meeting date is scheduled for August 16, 2018, 9:00 - 11:00 a.m. at DPSS: Banning Children/Adult Services, 901 E. Ramsey Street, Banning, CA 92220.
8. Adjournment	Tammy Marine	<ul style="list-style-type: none"> The meeting was adjourned at 11:19 a.m.

Board of Governance – July 12, 2018: Attendance Report

*Chair **Vice Chair

Total members present: 10 of 15

Total guests in attendance: 20

PUBLIC SECTOR	PRESENT (X) TELECONFERENCE (T)	PROXY
Vacant		
Chuck Washington , District 3 Board Supervisor, County of Riverside	X	
Rusty Bailey , Mayor, City of Riverside		Emilio Ramirez
Sabby Jonathan , Mayor, City of Palm Desert	T	
Melissa Conrad , Chief of Social Work Service, VA Loma Linda Healthcare		
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	X	
Susan Larkin , Grant Administrator, Valley Restart Shelter	X	
FORMERLY HOMELESS		
Ron Vervick , Director, Whiteside Manor		
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: 14

Alternatives to Domestic Violence	Florence White	RUHS-Behavioral Health	Lynne Brockmeier
Brilliant Corners	Tyler Fong	Step Up on Second	Barbara Bloom
Brilliant Corners	Narmin Nuru	Step Up on Second	Daniel Kitowski
Catholic Charities	Belinda Marquez	Urban Initiatives	Joe Colletti
Catholic Charities	Jessica Meza	DPSS Staff: 6	
City of Temecula	Robin Gilliland	Adult Services - Assistant Director	Jennifer Claar
IEHP – Inland Empire Health Plan	Roger Uminski	Fiscal MRU	Connie Hill
Jewish Family Services of San Diego	Becky Ruiz	Homeless Programs, Admin. Services Officer	Rowena Concepcion
Path of Life Ministries	Leonard Jarman	Homeless Programs, Administrative Assistant	Tiffany Nelson
Riverside Deputy County Counsel	Eric Stopher	Homeless Programs, Program Specialist II	Linda Salas
		Secretary to Adult Services Assistant Director	Amie St. Croix