



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

August 16, 2018
9:30 a.m. – 11:00 a.m.

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

TOPIC	PRESENTER	ACTION/ OUTCOME
1. Call to Order: Welcome & Introductions	Tammy Marine, Chair	<ul style="list-style-type: none"> The meeting came to order at 9:35 a.m. A roll call of the BoG members was conducted. Tammy Marine announced that this is Jill Kowalski's last meeting serving as the ex-officio representative for DPSS and that, effective September 20, Jennifer Claar will be the new ex-officio representative.
Minutes Approval:	Tammy Marine	July 12, 2018 BoG minutes will be reviewed for approval at the next scheduled meeting.
2. Public Comment:	Tammy Marine	<ul style="list-style-type: none"> There were no comments from the public.
3. Old BUSINESS	PRESENTER	ACTION/ OUTCOME
3a. HUD mandated Emergency Transfer Plan for Domestic Violence Victims in CoC written standards	Dr. Joe Colletti, DPSS Consultant	Motion was made by Angelina Coe to adopt the plan as attached and include in the CoC Written Standards to establish an Emergency Transfer Plan for victims of domestic violence as required under the HEARTH Act (24 CFR 578.7 (a)(9)(ii), (iii) and (v)). Leticia DeLara seconded the motion Roll Call Vote: Yay – 11; Nay – 0; Abstention – 0. Motion carried.
4. New BUSINESS		
4a. 2018 HUD CoC Program Consolidated Application 4a1. Consolidation of projects in 2018 HUD Consolidated Application:	Rowena Concepcion, DPSS and Dr. Joe Colletti	<ul style="list-style-type: none"> The BoG approved the criteria for allowing renewal projects that meet HUD requirements to consolidate two or more projects in this year's application. Three agencies submitted requests to consolidate projects: <ul style="list-style-type: none"> Housing Authority of the County of Riverside (HACR): consolidate 4 projects Jewish Family Services (JFS): consolidate 2 projects Step Up On Second: consolidate 2 projects The requests were submitted to HUD and were approved. Only two of the agencies, HACR and JFS, met HUD's approval criteria to consolidate projects. Step Up on Second is not recommended for project consolidation due to significant unspent funds and low bed utilization in both projects. Motion was made by Leticia DeLara to allow the Housing Authority of Riverside County (HACR) and Jewish Family Services (JFS) to consolidate projects in the 2018 HUD CoC Program Consolidated Application. Greg Rodriguez seconded the motion. Roll Call Vote: Yay – 11; Nay – 0; Abstention – 0. Motion carried.
4a2. Domestic Violence Bonus and Bonus projects to be included		<ul style="list-style-type: none"> On July 12 the BoG approved the DV bonus and bonus project components to be included in a local Request for Proposal (RFP) that was released by DPSS July 13 with a deadline to submit proposals by Aug. 3. The proposals submitted did not meet the amount of funding available, so DPSS extended the RFP deadline to Monday, Aug. 13 at 10 a.m. A summary of the projects that applied for the DV Bonus was provided as a hand-out to the BoG that was

in the 2018 HUD
Consolidated
Application:

reviewed by DPSS staff. A scorecard for each project was also given to the BoG and reviewed by DPSS staff:

Total DV Bonus funds available: \$1,173,858

Proposals submitted:

- CES: Riverside University Health System-Behavioral Health: \$250,000 for CES expansion.
- Rapid Rehousing: Corona-Norco United Way (CNUW): \$154,524 to serve 25 clients (10 units).
- Rapid Rehousing: Housing Authority of the County of Riverside: \$288,764 to provide 15 units.
- Rapid Rehousing: City of Riverside: \$350,000 to serve 31 clients with 10 units.

Only one application can be included per program component, so DPSS recommended that one RRH project be submitted that would consolidate the three projects as one project to be submitted by DPSS.

Assistant County Counsel **Tiffany North** asked Mayor Rusty Bailey to recuse himself from the discussion and vote since the City of Riverside has a conflict on this item. Mayor Bailey left the room. Michelle Davis, who is also with the City of Riverside asked if she should also leave the room. Tiffany said since Michelle represents the CoC and not the City of Riverside on the BoG, she could remain in the room.

Leticia DeLara asked if the score of 53 (out of 100) for the CNUW proposals was “too low.” Rowena explained that the score is weighted because they are a new project and some of the questions are not applicable. She said the project’s weighted score is 83% (of 100). Leticia also asked if they are going to have the capacity to serve the entire county as indicated in their application since their service area is Corona/Norco.

The BoG asked CNUW Executive Director Allen Villalobos said that United Ways do have geographic borders, however, CNUW is no longer a “pass-through” agency and provide direct services so they are able to broaden their service area. He confirmed CNUW would be able to serve the entire county. Angelina Coe mentioned that Shelter from the Storm based in the desert has been referring clients to CNUW.

Jennifer Claar, DPSS Assistant Director, said that since only one project could be submitted for each program component, DPSS has approached each of the agencies that applied for the DV Bonus RRH and asked if they would agree to be part of one application with DPSS as the project applicant. She presented this to the BoG for their approval and said that each of the agencies have agreed to this. Michelle Davis said this would make our county’s application more competitive. Since DPSS would be the responsible entity, HUD would allow a project to be transferred to another agency if necessary.

Public Comment: Florence White, Executive Director, Alternatives to Domestic Violence (ADV) asked the Board to consider the importance of service quality, capacity, and DV experience in addition to the applicant agencies’ scorecards prior to making a decision on the DV Bonus funds. She expressed the need to make sure that the applicants have the ability to serve the clients.

Motion 1: Approve one Rapid Rehousing project and the CES SSO project to be included as the DV Bonus funding in the 2018 HUD CoC Program Consolidated Application. The motion was **amended** by Ray Osborne to: Approve the consolidation of the three Rapid Rehousing projects to be included with the CES SSO project as the DV Bonus funding in the 2018 HUD CoC Program Consolidated Application. Ron Vervick seconded the motion. Roll Call Vote: Yay – 10; Nay – 0; Abstention – 0; Recusal – 1: Mayor Rusty Bailey, City of Riverside. **Motion carried.**

DPSS staff reviewed the Bonus project applications received. A summary and scorecards of the project proposals was shared with BoG members.

Total Bonus funds available: \$704,315

Proposals submitted:

- Rapid Rehousing (RRH): Social Work Action Group (SWAG): \$240,796 to serve 13 clients in 13 units.
- HMIS Expansion: County of Riverside Dept. of Public Social Services (DPSS): \$214,936 to add a position to allow DPSS to expand capacity to do data analysis, customized reports, dashboards and database capacity to accommodate CES.
- Permanent Supportive Housing (PSH): City of Riverside: \$350,405 to serve 14 clients with 14 units.
- Permanent Supportive Housing (PSH): Step Up on Second: \$378,528 to serve 19 clients with 19 units.

SWAG is a new agency that is applying for CoC Program funds for the first time. Rowena Concepcion said HUD encourages CoCs to fund new agencies. She also said we need to increase RRH in our CoC. The decrease in RRH beds affected our CoC score last year. The number of RRH beds decreased by 92 beds from 2017 to 2018. Even with RRH beds funded by State ESG funds, there will still be a significant shortfall of RRH beds.

Susan Larkin said she has a concern about Step Up’s current PSH projects not being at capacity and leaving significant unspent funds. Natalie Komuro asked if this was due to them being a first-year project or if there were other performance issues. Rowena said this is based on their first year (that ended June 30, 2018) and that more than \$700,000 was left unspent for both projects combined.

Tammy Marine asked someone from Step Up could address the BoG. Barbara Bloom, CFO of Step Up, told the BoG that they are a new provider in Riverside County/San Bernardino County and had significant staff turnover during the first year of the project. She said they are currently fully staffed and believe they are on track to being successful in their second year. She said Step Up applied for the Bonus funds this year because “we are committed to serving Riverside County.”

Motion 2: Approve the HMIS expansion project, the Rapid Rehousing project submitted by Social Work Action Group (SWAG) and one Permanent Supportive Housing (PSH) project to be included as the Bonus funding in the 2018 HUD CoC Program Consolidated Application. **The motion was amended** by Leticia DeLara to approve the HMIS expansion project, the Rapid Rehousing project submitted by Social Work Action Group (SWAG) and the City of Riverside Permanent Supportive Housing (PSH) project with a reduced amount (\$248,563) to be included as the Bonus funding in the 2018 HUD CoC Program Consolidated Application. Susan Larkin seconded the motion. Roll Call Vote: Yay – 10; Nay – 0; Abstention – 0; Recusal – 1: Mayor Rusty Bailey, City of Riverside. **Motion carried.**

4a3. 2018 HUD CoC Program Consolidated Application Tier 1 and Tier 2 project ranking:

Mayor Rusty Bailey was asked to come back to the meeting. It was determined that the City of Riverside still had a conflict with the next agenda item because a City of Riverside project is included in Tier 2, so he left the meeting.

Dr. Joe Colletti gave an overview of what is required to rank the projects in the application in Tier 1 and Tier 2. He explained that the projects that are “not scored” should be included in Tier 1.

- **Tier 1** includes the renewal projects and will be prioritized based on the approved ranking and is equal to 94% of the CoC’s annual renewal demand or **\$9,070,564**.
- **Tier 2** includes renewal and new projects, and is the difference between Tier 1 and the CoC’s ARD plus any amount available for bonus projects or **\$1,283,287**.

Motion: Approve the projects in Tier 1 and Tier 2 as listed:

Tier 1:

	Project Score	Project Names	Expiring Grant Number	Grant Amount
1	not scored mandated	County of Riverside CES Project	CA1449L9D081702	\$500,000.00
2	not scored mandated	HMIS Consolidated	CA0672L9D081710	\$344,072.00
3	not scored new project	Lighthouse Riverside PSH	CA1708L9D081700	\$337,524.00
4	not scored new project	JFSSD Permanent Supportive Housing Expansion	CA0670L9D081710	\$1,213,485.00
5	not scored new project	Step Up Riverside	CA1613L9D081701	\$895,767.00
6	not scored new project	Step Up Riverside Bonus	CA1634L9D081701	\$530,269.00
7	100	Behavioral Health HHOPE Consolidated Permanent Housing	CA1136L9D081706	\$498,042.00
8	97	City of Riverside PSH for Disabled	CA0936L9D081708	\$124,285.00
9	96	Behavioral Health Men’s Permanent Housing	CA0675L9D081710	\$130,338.00
10	96	Housing Street to Home Chronic Homeless Project	CA0666L9D081704	\$115,521.00
11	95	Behavioral Health Riverside Permanent Housing	CA0679L9D081710	\$360,127.00
12	95	Housing Authority EHOP	CA0664L9D081704	\$43,027.00
13	94	Lighthouse SSC Rapid Rehousing	CA1367L9D081703	\$264,786.00
14	94	Lighthouse Social Service Center Permanent Housing for Disabled Women with Children	CA0665L9D081707	\$233,891.00

		15	94	Path of Life PSH	CA1364L9D081703	\$1,323,522.00
		16	92	Behavioral Health Coachella Valley Permanent Housing	CA0935L9D081708	\$499,496.00
		17	92	Housing Authority Consolidated All County	CA0683L9D081710	\$450,929.00
		18	91	Desert Horizon PSH	CA1244L9D081704	\$434,275.00
		19	91	Shelter Plus Care Project Based w/OSH	CA1017L9D081702	\$73,667.00
		20	91	Path of Life Rapid Rehousing	CA1365L9D081703	\$347,805.00
		21	90	City of Riverside PSH Chronically Homeless	CA1055L9D081707	\$126,264.00
		22	89	Housing Authority Consolidated	CA1056L9D081707	\$223,472.00
		Tier 2:				
			Project Score	Project Names	Expiring Grant Number	Grant Amount
		23	89	Housing Authority Consolidated	CA1056L9D081707	\$199,876.00
		24	76	POLM RRH East County	CA1450L9D081702	\$379,096.00
		25	n/a	DV Bonus RRH	n/a	\$923,858.00
		26	n/a	DV Bonus CES	n/a	\$250,000.00
		27	n/a	HMIS 2018 Expansion (Bonus)	n/a	\$214,936.00
		28	n/a	SWAG RRH Bonus	n/a	\$240,796.00
		29	n/a	City of Riverside PSH Bonus	n/a	\$248,563.00
		<p>Amended Motion was made by Leticia DeLara to approve the projects in Tier 1 as listed and the projects in Tier 2 to include the DV Bonus above the HMIS Expansion Bonus request. Susan Larkin seconded the motion. Roll Call Vote: Yay – 8; Nay – 2; Abstention – 0; Recusal – 1: Mayor Rusty Bailey, City of Riverside. Motion carried.</p>				
5. Consent Items:	PRESENTER	ACTION/ OUTCOME				
		There were no consent items.				
6. Call for Agenda Items	PRESENTER	ACTION/ OUTCOME				
		<ul style="list-style-type: none"> Review current process to determine whether unspent funds should be reallocated by BoG. 				
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME				
7. Next meeting	Tammy Marine	<ul style="list-style-type: none"> A special meeting will be on September 20, 2018, 9 a.m. to 11 a.m. at a new location: County of Riverside DPSS Office: 7894 Mission Grove Parkway S, Ste. 100 Riverside, CA 92508 – Room 200. The next regularly scheduled BoG meeting is October 18, 2018, 9 a.m. to 11 a.m., also at the new location: County of Riverside DPSS Office: 7894 Mission Grove Parkway S, Ste. 100 Riverside, CA 92508 – Room 200. 				
8. Adjournment	Tammy Marine	<ul style="list-style-type: none"> The meeting was adjourned at 11:07 a.m. 				

Board of Governance – August 16, 2018: Attendance Report

*Chair **Vice Chair

Total members present: 14 of 16

Total guests in attendance: 20

PUBLIC SECTOR	PRESENT (X) TELECONFERENCE (T)	PROXY
Chuck Washington , District 3 Board Supervisor, County of Riverside		
Greg Rodriguez , Government & Policy Advisor, Riverside County Supervisor V. Manual Perez	X	
Melissa Conrad , Chief of Social Work Service, VA Loma Linda Healthcare	X	Enid Hairston-Reece
Robin Gilliland , Community services Supervisor II, City of Temecula	X	
Rusty Bailey , Mayor, City of Riverside	X	
Sabby Jonathan , Mayor, City of Palm Desert		
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	
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	
County Executive: Natalie Komuro , County of Riverside, Homelessness Solutions	X	
Secretary: Jill Kowalski , Manager, County of Riverside, DPSS Homeless Programs	X	

Guests: 16

ABC Recovery
 Alternatives to Domestic Violence
 City of Murrieta
 City of Perris
 City of Temecula
 Corona Norco United Way
 Family Services Association
 HomeAid Inland Empire
 Housing Authority of the County of Riverside
 IEHP – Inland Empire Health Plan

David Leahy
 Florence White
 Brian Ambrose
 Susan Almanza
 Robin Gilliland
 Allen Villalobos
 Ahlam Jadallah
 Julie Reay
 Tanya Torno
 Jeanna Kendrick

IEHP – Inland Empire Health Plan
 Riverside Assistant County Counsel
 RUHS-Behavioral Health
 Step Up on Second
 Step Up on Second
 Urban Initiatives
DPSS Staff: 5
 Adult Services - Assistant Director
 Fiscal MRU
 Homeless Programs, Admin. Services Officer
 Homeless Programs, Administrative Assistant
 Homeless Programs, Program Specialist II

Roger Uminski
 Tiffany North
 Lynne Brockmeier
 Barbara Bloom
 Daniel Kitowski
 Joe Colletti

 Jennifer Claar
 Connie Hill
 Rowena Concepcion
 Tiffany Nelson
 Linda Salas