

# County of Riverside Continuum of Care (CoC)



## SPECIAL MEETING AGENDA

Board of Governance (BoG) Meeting  
March 18, 2020 | 9:00 -11:00 a.m.  
DPSS Staff Development Office – Room 101  
22690 Cactus Avenue, Moreno Valley, CA 92553

**\*Teleconference Information - Toll Free Dial in Number: 866-631-8977 Passcode: 5135751**

**Tammy Marine**, Chairperson

**Leticia DeLara**, Vice-chairperson

**1.0 Call to Order:** Welcome & Introductions – Roll Call

**2.0 Minutes Approval:**

2.1 November 14, 2019 - Tabled to next regular meeting agenda

**3.0 Public Comment on Any Item Not Listed on Agenda:** Members of the public are encouraged to address the Board. Anyone who wishes to speak must submit a comment request card to the board clerk. Each speaker should begin by identifying themselves for the record and is allowed up to three (3) minutes.

**4.0 Old Business:**

4.1 BoG Strategic Planning Retreat

**Tammy Marine, Chair**

**Background:** The goal of the strategic planning process is to provide the Board of Governance and the Continuum of Care (CoC) with a roadmap and organizational structure that transforms the CoC network into a high-functioning, high-impact network with clear goals and strategies that works seamlessly to implement objectives to address regional homelessness. The consultant, LeSar Development, facilitated a Strategic Planning retreat for the BoG on February 26, 2020. Refer to the attached overview report from LeSar Consultants.

**5.0 New Business:**

5.1 Certificate of Appreciation for Supervisor Washington

**Tammy Marine**

**Background:** Since 2015, Riverside County District 3 Board Supervisor Chuck Washington has been a valuable member of the Continuum of Care Board of Governance. On February 25, 2020, the Board of Supervisors appointed District 2 Board Supervisor Karen Spiegel as the Board of Supervisors representative to the Board of Governance effective immediately. Supervisor Spiegel is filling the seat vacated by Supervisor Chuck Washington.

5.2 County of Riverside Consolidation of Homeless Services

**Heidi Marshall, Director  
Housing, Homelessness and Workforce Solutions**

**Background:** Since 1998, the Department of Public Social Services (DPSS) has been the Collaborative Applicant for the County of Riverside Continuum of Care (CoC). In 2006, DPSS became the Homeless Management Information System Lead Agency, and was designated by the CoC to be the Administrative Entity for state funding in 2017.

In February 2020, Riverside County announced plans to consolidate the county's homeless services into one distinct Housing, Homelessness and Workforce Solutions Department. The consolidation will better position the county to provide seamless services and resources to individuals and families struggling with homelessness. DPSS is recommending that the administrative support for the Continuum of Care be transferred to the Housing, Homelessness and Workforce Solutions Department. Once approved, a transition team will work on a business continuity plan and timeline to transfer the CoC administrative support functions from DPSS to the new department.

**Recommended Motion:**

- 5.2a Approve the designation of the Housing, Homelessness and Workforce Solutions Department as the Continuum of Care's Collaborative Applicant, Administrative Entity, and HMIS Lead.
- 5.2b Direct the CoC Planning Committee to update the CoC BoG Charter to reflect the structural changes.
- 5.2c Approve a new Memorandum of Agreement (MOU) between the CoC-BoG and the County of Riverside assigning the Housing, Homelessness and Workforce Solutions Department as the Collaborative Applicant to be acted on by both the Board of Supervisors and the BoG. Authorize the Chairperson to sign the MOU on behalf of the BoG.
- 5.2d Approve a new Memorandum of Agreement (MOU) between the CoC-BoG and the County of Riverside assigning the Housing, Homelessness and Workforce Solutions Department as the HMIS Lead to be acted on by both the Board of Supervisors and the BoG. Authorize the Chairperson to sign the MOU on behalf of the BoG.
- 5.2e Direct staff to advise both HUD and the State of the departmental change for the Collaborative Applicant and Administrative Entity, as well as provide HUD and the State with any new updated actions by the BoG or Riverside County to reflect such change.

*Public comment on this item only.*

5.3 Funding Prioritization for California Emergency Solutions and Housing Program (CESH II) and Homeless Housing Assistance and Prevention Program (HHAP)

**Jennifer Claar, DPSS Managing Director**

**Background:** On March 18, 2019, the California Department of Housing and Community Development (HCD) released the Notice of Funding Availability for CESH Round 2. The County of Riverside CoC CESH Formula Allocations is \$747,716. On November 14, 2019, the BoG approved DPSS to submit the HHAP application for all HHAP eligible activities. The application was submitted on February 13, 2020. The BoG deferred the decision on funding priorities for these programs until after the BoG Strategic Planning. Information is being provided to the BoG on the activities and projects funded under HEAP, CESH I and the proposed activities submitted by the City of Riverside and county for the HHAP funding to assist in identifying which activities to prioritize.

This item will be included on the next BoG meeting agenda.

5.4 HUD Project Rating and Ranking Tool

**Rowena Concepcion, DPSS CoC-CORE**

**Background:** In 2017, HUD published a Rating and Ranking Tool to help CoCs design and implement a comprehensive annual CoC competition application review process. In 2018, the BoG approved using HUD's tool to evaluate project performance for all projects (new and renewal) starting with the 2020 HUD-CoC Program Competition. The CoC funded agencies have expressed the need for additional time and support to successfully transition in using the HUD Rating and Ranking Tool. In addition, the County of Riverside's organizational changes discussed in agenda item 5.2 may impact the administrative support needed by CoC agencies to implement the new tool.

**Recommended Motion:**

5.4a Approve deferral of the implementation of the HUD Project Rating and Ranking Tool until the 2021 HUD-CoC Program Competition.

*Public comment on this item only.*

**5.5 Board Members Terming Out**

**Tammy Marine**

**Background:** BoG members are elected by the CoC. Current BoG members are automatically included on the ballot if they are still interested to serve on the BoG. A call for nominations will be opened on April 22<sup>nd</sup> during the CoC Meeting and an election will be held at the June 24<sup>th</sup> CoC Meeting. New BoG members will begin their term on July 1, 2020 and attend their first meeting on August 20<sup>th</sup>.

BoG members with terms ending on June 30, 2020 are:

- Public Sector – Rusty Bailey
- Public Sector – Sabby Jonathan
- Private Sector – Bill Blankenship
- Non-Profit Sector – Susan Larkin

**5.6 Corona Virus (COVID 19) and Homeless Populations**

**Natalie Komuro, Deputy CEO  
Office on Homelessness Solutions**

**Background:** CDC<sup>1</sup> is responding to an outbreak of respiratory disease caused by a novel (new) coronavirus that was first detected in China and which has now been detected in more than 100 locations internationally, including in the United States. The virus has been named “SARS-CoV-2” and the disease it causes has been named “coronavirus disease 2019” (abbreviated “COVID-19”).<sup>2</sup>

As of March 12, 2020, there are 8 confirmed cases (5 travel related; 3 locally acquired) in Riverside County. Riverside County Health officials continue to send media updates about steps being made to protect the community’s health.

- A website that includes links with information targeting shelters, has been set-up for information related to COVID-19: <https://www.rivcoph.org/coronavirus>.
- The county also developed a survey for providers to assist in the planning for training and deployment of resources. Handouts from HUD and the County of Riverside Public Health Department are provided to the BoG.

**6.0 Consent Items:** None

**7.0 Announcements:**

**8.0 Call for Agenda Items for Next Meeting:**

**9.0 Next Meeting:** The next regularly scheduled BoG meeting is **April 16, 2020** from 9 a.m. to 11 a.m., DPSS Staff Development Office – Room 101, 22690 Cactus Avenue, Moreno Valley, CA 92553

**10.0 Adjournment**

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<sup>1</sup> Centers for Disease Control and Prevention: <https://www.cdc.gov/>

<sup>2</sup> <https://www.cdc.gov/coronavirus/2019-nCoV/summary.html>