



## Minutes for County of Riverside Continuum of Care Membership Meeting

February 24, 2016  
9:30 a.m. - 11:30 a.m.

James A. Venable Community Center  
50390 Carmen Avenue, Cabazon, CA 92230

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

TOPIC	PRESENTER	ACTION/ OUTCOME
Call to Order	Susan Larkin	<ul style="list-style-type: none"> <li>CoC Secretary Susan Larkin called the meeting to order on behalf of CoC Chair David Leahy.</li> <li>The meeting was called to order at 9:45 a.m.</li> </ul>
Introductions		<ul style="list-style-type: none"> <li>Self-introductions were made by all in attendance. No quorum was reached for the Board of Governance members present.</li> </ul>
Approval of the Minutes for December 16, 2015	Susan Larkin	<b>Motion</b> was made by Ron Vervick and seconded by Le McLellan to approve the previous minutes. <b>Motion carried</b> with one abstention.
NEW BUSINESS	PRESENTER	ACTION/ OUTCOME
<b>2016 CoC Meeting Calendar:</b>	Susan Larkin	<ul style="list-style-type: none"> <li>The latest version of the 2016 Calendar has been sent out to the CoC Membership via e-mail and can also be found on the DPSS website, CoC page.</li> <li>The calendar has grown because the newer committees are listed.</li> <li>Susan reminded the membership that they are able to attend any of the meetings on the CoC calendar, as they are open to the public.</li> </ul>
<b>NAEH Conference in Oakland:</b>	Lynne Brockmeier	<ul style="list-style-type: none"> <li>The 2016 National Conference on Ending Family and Youth Homelessness took place on February 18<sup>th</sup> and 19<sup>th</sup> in Oakland, California.</li> <li>Lynne Brockmeier was able to attend all of the youth tracks at the conference. She had the opportunity to sit with three HUD analysts/policymakers for two hours. They had questions about stumbling blocks that our CoC has in relation to Permanent Supportive Housing, Rapid Rehousing, etc. The analysts showed desire for us to be successful and were very interested to know what we're dealing with in our CoC.</li> <li>One key takeaway is finding out that if we are absolutely positive that someone is chronically homeless (CH), we don't have to come up with the CH proof prior to housing them.</li> </ul>
<b>Election of Review Panel for 2016 HUD Consolidated Application:</b>	Jill Kowalski	<ul style="list-style-type: none"> <li>We need to put our Review Panel together for the 2016 NOFA. The Review Panel is made up of 7 members. We currently have 3 that are willing to continue to serve on the panel: Frankie Riddle, Steve Falk, and Carla Callahan.</li> <li>HUD funded agencies are unable to serve on the Review Panel. A list of non-conflicted agencies will be emailed out to the CoC to call for nominations of potential Review Panel members.</li> <li>If you're interested in serving on this year's review panel, you are able to self-nominate.</li> <li>If your agency intends to apply for HUD funding, you cannot serve on the Panel.</li> </ul>

		<ul style="list-style-type: none"> <li>The deadline to submit Review Panel nominations will be March 25<sup>th</sup>.</li> </ul>
<b>Vacancies on Board of Governance member seats:</b>	Steve Falk, Nomination Committee Chair	<ul style="list-style-type: none"> <li>Steve Falk explained that 2 of the previously elected Board of Governance members are no longer able to commit to the Board. He presented the biographies of John Burnard and Steve Steinberg to the CoC membership for election.</li> </ul> <p><b>Motion</b> was made by Angelina Coe and seconded by Sterlon Sims to elect Riverside City Councilman John Burnard to the Board of Governance public sector seat that Mayor Rusty Bailey is not able to fill; and elect Steve Steinberg, Interim Director of the Riverside University Health System – Behavioral Health, to the public sector seat to replace Jerry Wengerd, who retired in December. <b>Motion carried</b> with one abstention.</p> <ul style="list-style-type: none"> <li>Election of John Burnard, City of Riverside Councilman</li> <li>Election of Steve Steinberg, Riverside University Health System – Behavioral Health</li> </ul>
<b>State Emergency Solutions Grant (ESG) Administrative Entity:</b>	Jill Kowalski	<p>The State Housing and Community Development (HCD) is redesigning its ESG program and will distribute its ESG funding from HUD through the CoC service areas. Under this program design, the Department has established a dedicated Continuum of Care Allocation and simplified process available to California communities that are able to administer ESG locally. This Solicitation of Interest is intended to identify local government entities that can act as Administrative Entities (AE) of State ESG funds in furtherance of these goals. Beginning in 2016, HCD will distribute funding for Continuum of Care Service Areas. The agency that is willing/interested in being the “Administrative Entity” (AE) needs to submit an interest form to HCD by Feb. 29. The form is asking for information from the agency proposing to be the AE as well as from the CoC. The CoC must recommend/approve the proposing AE that would be administering the allocation of State ESG funds (see additional background in this agenda).</p> <ul style="list-style-type: none"> <li>Jill presented the above excerpt to the CoC; the Economic Development Agency does not wish to continue to administer the State ESG funds.</li> <li>A motion is needed by the CoC membership for DPSS to become the new Administrative Entity. DPSS would receive 2.7% in administrative funds.</li> </ul> <p><b>Motion</b> was made by Sterlon Sims and seconded by Frankie Riddle to approve DPSS as the Administrative Entity to administer the allocation of State ESG funds through the Housing and Community Development Department. <b>Motion carried</b> with one abstention.</p>
<b>County ESG funding:</b>	Sterlon Sims	<ul style="list-style-type: none"> <li>EDA received 12 applications for the County ESG funding.</li> <li>An e-mail was sent out to the CoC requesting feedback and input on what the greatest areas of need are in our County. DPSS will resend the e-mail out.</li> <li>There will be a County of Riverside Public Hearing on March 8<sup>th</sup>.</li> </ul>
<b>Riverside ESG funding:</b>	Monica Sapien	<ul style="list-style-type: none"> <li>The City of Riverside will be requesting for feedback from the CoC regarding the city’s ESG funding. The deadline to submit feedback will be April 12<sup>th</sup>.</li> </ul>
<b>Call for agenda items for March 17th BoG meeting:</b>	Jill Kowalski	<ul style="list-style-type: none"> <li>Election of the 2016 Review Panel</li> </ul>

STANDING ITEMS	PRESENTER	ACTION/ OUTCOME
<b>CoC Membership Application:</b>	Steve Falk	<ul style="list-style-type: none"> <li>The significant change to our CoC application is that it has a cover letter that outlines the CoC and the membership requirements. There is also a list of the Standing Committees that you are able to join.</li> <li>There are two forms of membership; Organization or Individual.</li> <li>The application for organizations requires an appointment letter to also be completed, while the individual application does not.</li> <li>It is very important that DPSS receives a new application and appointment letter (if applicable) from all current members in addition to any new applicants. If there are any specific questions, you may contact Tiffany Nelson at DPSS at <a href="mailto:tinelson@riversidedpss.org">tinelson@riversidedpss.org</a>.</li> <li>Both versions of the application will be available online within the next week. The CoC will be notified by e-mail when it is available online.</li> </ul>
<b>2016 Homeless PIT Count Update:</b>	Donyielle Holley	<ul style="list-style-type: none"> <li>Donyielle Holley, CoC Planner and PIT Coordinator, thanked the many agencies and individuals that helped to make the 2016 Homeless Point in Time Count a success.</li> <li>This year, 100% of Riverside County cities were engaged.</li> <li>In order to have accurate PIT data, we have to first sort through some of the hold ups, such as incomplete surveys.</li> <li>It is expected to have the preliminary numbers from the PIT Count available mid-April.</li> </ul>
CONSENT ITEMS	PRESENTER	
<b>Committee Reports:</b>	Lynne Brockmeier	<ul style="list-style-type: none"> <li>HMIS Council - Coordinated Entry System (CES): Lynne Brockmeier provided a verbal update that they have met with ClientTrack. ClientTrack had some really good suggestions and seemed really optimistic that the system will be up and running this summer. The CES Advisory team is meeting today following this meeting to review the current work plan.</li> </ul>
<b>CoC Letters of Support:</b>	David Leahy	<ul style="list-style-type: none"> <li>CoC Letters of Support for Community Catalysts – SSVF, LightHouse Social Service Centers – SSVF, and Fair Housing Council – Pay for Success Supportive Housing Demonstration</li> </ul>
<b>Annual Performance Reports (APRs):</b>	Susan Larkin	<ul style="list-style-type: none"> <li>APRs for ABC Recovery Permanent Housing, RCDMH HHOPE Permanent Housing, U.S. Vets Transitional Housing and RCDMH Rapid Rehousing.</li> <li>Susan Larkin congratulated Lynne Brockmeier on returning 0% of funds for the first year of running the Rapid Rehousing project. Lynne explained the 17% of funds returned by HHOPE Permanent Housing.</li> <li>David explained that ABC Recovery Center is in its last year of Permanent Supportive Housing; they did not apply for the 2015 NOFA.</li> </ul> <p><b>Motion</b> was made by Ron Vervick and seconded by Frankie Riddle to accept the consent items. <b>Motion carried</b> with no abstentions.</p>
CoC MEMBER COMMENTS	PRESENTER	ACTION/ OUTCOME
<b>Consequences of having homelessness in your</b>	David Leahy	<ul style="list-style-type: none"> <li>David commented regarding a topic that came up at the last Coachella Valley Association of Government's (CVAG) meeting. Some concerns were voiced that the Coachella Valley is a tourism</li> </ul>

community		community and as a result there will be a forum held on March 16 <sup>th</sup> regarding the consequences of having homelessness in your community. <ul style="list-style-type: none"> <li>• DPSS will send out the information on the forum.</li> </ul>
<b>Rapid Rehousing clients are no longer eligible for their Section 8 Housing Vouchers</b>	Susan Larkin	<ul style="list-style-type: none"> <li>• Families that were told they were eligible for section 8 housing vouchers are now being turned away because they have RRH funding.</li> <li>• It was discussed that a meeting should be set up with Cindy Hui, Housing Authority and that the issue should also be discussed with HUD.</li> </ul>
<b>CALL FOR AGENDA ITEMS</b>	<b>PRESENTER</b>	<b>ACTION/OUTCOME</b>
<b>HUD Awards</b>		<ul style="list-style-type: none"> <li>•</li> </ul>
<b>ANNOUNCEMENTS</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>
<b>Special Recognition</b>	David Leahy	<ul style="list-style-type: none"> <li>• Sterlon Sims will no longer be the CoC representative for the County of Riverside Economic Development Agency. She has received a promotion to a different division within her department.</li> <li>• Sterlon was presented with a certificate for her many years of service to our Continuum of Care.</li> </ul>
<b>ADJOURNMENT</b>	<b>PRESENTER</b>	<b>ACTION/ OUTCOME</b>
<b>Next meeting</b>	David Leahy	<b>Wednesday, April 27, 2016, 10:00 a.m. – 12:00 p.m.</b> FSA - James A. Venable Community Center 50390 Carmen Ave., Cabazon, CA 92230
<b>Adjournment</b>	David Leahy	The meeting was adjourned at 10:54 a.m.

## CoC Membership Meeting– February 24, 2016: Attendance Report

**Total in Attendance: 60**

**Present: 53**

ABC Recovery Center	Ally Anderson	Hemet Police Department	Mark Richards
ABC Recovery Center	David Leahy*	Hemet Police Department	Tom Adams
ABC Recovery Center	Leah Polk	Idyllwild HELP Center	Skye Zambrana
Alternatives to Domestic Violence	Florence White	Idyllwild HELP Center	Colleen Meyer
Board of Supervisors - District 3	Sundae Sayles	Jewish Family Services of San Diego	Amina Aun
Catholic Charities	Jessica Meza	Jewish Family Services of San Diego	Becky Ruiz
City of Hemet	Carla Callahan	Jewish Family Services of San Diego	Le McClellan
City of Palm Desert	Frankie Riddle	Jewish Family Services of San Diego	Stephanie Ramos
City of Riverside	Adrian Varela	LightHouse Social Service Centers	Karyn Young-Lowe
City of Riverside	Monica Sapien	Lutheran Social Services	Deniece Marshall
Coachella Valley Rescue Mission	Anyse Smith	Martha's Village and Kitchen	Rosa E Verduzco
Coachella Valley Rescue Mission	Tom Cox	Path of Life Ministries	Kristii MacEwen
Community Catalysts of California - Veterans Services	Janeth Ventura	Prayer Warriors Enhancement	Rochelle Lewis
Community Connect	Ahlam Jadallah	Riverside County Probation	Cintia Rivas
Community Mission of Hope	Steve Falk	Riverside County Probation	Jessica Reyes
Department of Mental Health - HHOPE	Lynne Brockmeier	Riverside County Community Action Partnership	Marcos Coronel
Desert AIDS Project	Monica Aitchison	Riverside County Sheriff - Jurupa Valley	Aaron Avila
EDA	Mary Viafora	Riverside County Sheriff - Perris	Bridgette Recksieck
EDA-ESG	Sterlon Sims	Shelter From The Storm	Angelina Coe
Family Service Association (FSA)	Deana Haywood	TEAM Community Pantry	Randy Taylor/Steve Falk
Foothill Aids Project (FAP)	Maria Valles	The Convergent Center Inc.	Jeff Moritz
H.O.P.E. In Elsinore	Steve Falk	The Hole in Wall	Benjamin Shuler
Health to Hope	Paul Flores	U.S. Vets	Gregory Coffos
Help for Future Leaders, Inc.	Daniel Yeboah	VA Loma Linda Healthcare	Enid Hairston-Reece
HelpingOurPeople.org	Jean Barnett	VA Loma Linda Healthcare	Carmen Macias
		Valley Restart Shelter	Susan Larkin***
		Valley Restart Shelter	Susana Harris
		Whiteside Manor	Ron Vervick

**DPSS Staff: 7**

DPSS Adult Services Assistant Director

Lisa Shiner

DPSS Contracts

Catalina Guitron

DPSS Contracts

Kimberlyn Richardson

DPSS Homeless Programs

Donyielle Holley

DPSS Homeless Programs

Elizabeth Hernandez

DPSS Homeless Programs

Jill Kowalski

DPSS Homeless Programs

Tiffany Nelson