



Minutes for County of Riverside Continuum of Care Membership Meeting

June 22, 2016

9:30 a.m. - 12:30 p.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	David Leahy, Chair	<ul style="list-style-type: none"> The meeting was called to order at 9:48 a.m.
Introductions		<ul style="list-style-type: none"> Self-introductions were made by all in attendance. No quorum was reached for the Continuum of Care or Board of Governance members present.
Approval of the Minutes for February 24, 2016 and April 27, 2016	David Leahy	<p>Motion was made by Ron Vervick and seconded by Angelina Coe to approve the previous minutes for February 24, 2016. Motion carried with no abstentions.</p> <p>Motion was made by Jeffrey Moritz and seconded by Le McLellan to approve the previous minutes for April 27, 2016. Motion carried with no abstentions.</p>
NEW BUSINESS	PRESENTER	ACTION/ OUTCOME
CoC Membership Election of Officers:	Steve Falk, Membership Committee Chair	<ul style="list-style-type: none"> All candidates for the CoC Officer positions gave brief introductions of themselves. Michelle Davis, City of Riverside, was elected as the new CoC Chairperson. Kristii MacEwen, Path of Life Ministries, was elected as the new CoC Vice-chairperson. Florence White, Alternatives to Domestic Violence, was elected as the new CoC Secretary. The terms of the new seats will in effect from July 1, 2016 to June 30, 2017.
2015 HUD Application Scoring Review:	Jill Kowalski, Collaborative Applicant	<ul style="list-style-type: none"> A handout with the Tier 1 and 2 awards listed was given to the meeting attendees. Jill presented that HUD eliminated the funding from Whiteside Manor and from our CoC. Our CoC did not receive the \$1.4 million dollars in Bonus Funds for Behavioral Health. HUD eliminated Transitional and low performing projects that were Permanent Supportive Housing and Rapid Rehousing throughout the country. Many CoCs reallocated their Transitional Housing Projects. The 2016 HUD Independent Review Panel is in place and met for the first time on June 1, 2016. The Panel recommended that it was in the best interest to reallocate funding from the remaining Transitional Housing projects: Operation SafeHouse, Martha's Village and Kitchen, and ABC Recovery Center, Inc. They also recommended reallocating funding from agencies that were not able to meet the requirements of Housing First, such as Valley Restart Shelter (note: VRS rescinded their intent to apply for renewal). The Board of Governance met on June 16 and approved the recommendations of the Review Panel to reallocate the funding from the three TH projects to fund new projects. There is a Request for Proposal for the 2016 NOFA in place that is due by August 3rd to DPSS. There will be a non-mandatory bidder's conference on July 20th at 4060 County Circle Drive,

		<p>Riverside, CA 92503 – Dodge Room.</p> <ul style="list-style-type: none"> • Linda Barrack asked for clarification regarding the Permanent Supportive Housing Bonus that we didn't receive. The other CoCs that did receive the bonus funds had stronger applications, which made them more eligible for the bonus. • HUD encourages that the supportive services budget for the Permanent Supportive Housing Bonus to be less than 30%. • HUD is also expecting CoCs to meet all of the System Performance Measures, so the agencies that enter into HMIS will be hearing from the DPSS HMIS team on what data needs to be corrected. If the data isn't corrected, it will impact our CoC score. • In regards to question 3B on the Scoring Summary Sheet handout, Linda Barrack asked why Riverside CoC scored 0/5. DPSS staff responded that it was a data quality issue. • Florence White of Alternative to Domestic Violence (ADV) wanted to know if it affects the score that they don't enter into HMIS. Jill responded that ADV, being a domestic violence shelter, would not be required to enter into HMIS (just like Shelter From The Storm). She said domestic violence shelters can create their own tracking system for confidentiality reasons.
2016 HUD Consolidated Application Review and Ranking Process Update:	Jill Kowalski	<ul style="list-style-type: none"> • The Review and Ranking Process draft was brought to the CoC for approval at the April 27 meeting; however, there was no quorum to vote on the agenda item. The Board of Governance approved the review process on June 16. • Jill will be sharing the Board of Governance decisions with the CoC.
Revised HUD Monitoring Tool:	David Leahy on behalf of Susan Larkin	<ul style="list-style-type: none"> • This agenda item was discussed at the last meeting; however, there was no quorum to make a final decision. • Discussion was had regarding whether identification cards were a HUD requirement. DPSS asks for ID and Social Security cards to verify client identity in HMIS according to HMIS Data Standards. <p>Motion: Was amended by Anthony Brazier <i>to approve the revised HUD monitoring tool that has been updated to meet HUD requirements and to approve that DPSS will use this tool in future monitoring visits, with the amendment to set the requirement for identification and social security cards as a best practice rather than a finding. The revised tool will be brought back to the CoC for review. Michelle Davis seconded the motion. Motion carried unanimously.</i></p>
Collaborative Applicant & CoC Memorandum of Understanding:	Donyielle Holley, CoC Planner	<ul style="list-style-type: none"> • This agenda item was discussed at the last meeting; however, there was no quorum to make a final decision. • Every CoC is required by the HEARTH Act to have a Memorandum of Understanding (MOU) between the CoC and the Collaborative Applicant. The draft MOU was sent out to the CoC membership requesting feedback; no feedback was received. The draft MOU was taken to the Planning Committee and they reviewed it very carefully. <p>Motion: Approve the MOU between the Collaborative Applicant (DPSS) and the CoC. Background: The HEARTH Act requires that there is an MOU between the Collaborative Applicant and the CoC to put in writing responsibilities and duties of each entity. Motion was made by Michelle Davis to approve the Memorandum of Understanding (MOU) between the Collaborative Applicant (DPSS) and the Continuum of Care. Steve Falk seconded the motion.</p>

		<ul style="list-style-type: none"> Linda Barrack shared her concern with pg. 2, item IV. D. of the draft MOU. She suggested that it be added for “DPSS to provide technical assistance to low performing funded projects”. Linda also addressed pg. 6, item XIX. F.; she suggested “DPSS should provide a timeline to process the claims”. During the discussion of the initial motion, the membership agreed to have the following suggested changes made to the draft MOU: <ul style="list-style-type: none"> IV. DPSS Responsibilities – D.: DPSS will provide technical assistance for agencies with poor performance, in addition to taking CoC action. XIX. Fiscal Provisions – F.: The DPSS Fiscal Unit shall provide the assigned deadlines to the CoC and ensure that claims are paid to contract recipients by the assigned deadlines. <p>Amended motion was made by Elizabeth Dearen to conditionally approve the Memorandum of Understanding (MOU) between the Collaborative Applicant (DPSS) and the Continuum of Care with the suggested changes to items IV.D and XIX.F. Jeffrey Moritz seconded the motion. Motion carried unanimously.</p>
CoC Service Needs & Gaps Survey Results:	Linda Barrack, Standards and Evaluation Committee Chair	<ul style="list-style-type: none"> Linda went over the ranking survey results handout with the CoC membership. She thanked everyone for taking the survey and hopes to look at it again at the next meeting.
2016 HUD System Performance Measures:	Donyielle Holley	<ul style="list-style-type: none"> Donyielle presented the 7 System Performance Measures that HUD is requiring us to meet as a CoC. <ol style="list-style-type: none"> Length of time persons remain homeless; The extent to which persons who exit homelessness to permanent housing destinations return to homelessness; Number of homeless persons; Jobs and income growth for homeless persons in CoC Program-funded projects; Number of persons who become homeless for the first time; Homelessness prevention and housing placement of persons defined by Category 3 of HUD’s homeless definition in CoC Program-funded projects (Measure 6 is not applicable for any CoCs to meet during the 2016 NOFA); Successful housing placement. Donyielle asked two things of the CoC membership: 1) for HUD funded agencies to take entering accurate data very seriously; and 2) for other agencies to understand that data is important and to remember as they serve clients not to sacrifice any data.
State Emergency Solutions Grant (ESG) Timeline & Process	Jill Kowalski	<ul style="list-style-type: none"> In February of this year, the CoC approved for DPSS to become the Administrative Entity for the State Emergency Solutions Grant (ESG). The State is giving back to the County and we need to put together an award process by October 31st. The award process will need to go to the County Board of Supervisors and the CoC Board of Governance. The CoC Membership’s input is needed to decide where we need the money most. The two year, \$600,000 grant allows for 4 components; HMIS, Outreach, Emergency Shelter, and Rapid

		<p>Rehousing. 20% of the total grant would be administrative funds to DPSS and 40% must be Rapid Rehousing. We would have to do a Request for Quotation (RFQ) for this grant.</p> <ul style="list-style-type: none"> • Jill proposed a suggestion to the CoC for all of the \$600,000 to be put into Rapid Rehousing. • Kristii asked for clarification that the ESG is 100% cash match. Jill will check with the state to make sure that the cash match is 100%. • CVRM recommends that we utilize a portion of the grant towards emergency shelter. • We need to come up with the RFQ/RFP Process by August 18th. • Jill will send a proposed timeline for the State ESG process. • No voting decisions can be made on this item today due to no motion on the agenda.
UNFINISHED BUSINESS	PRESENTER	ACTION/ OUTCOME
CoC Membership Application Update	Steve Falk	<ul style="list-style-type: none"> • As of today, 70 new and updated CoC Applications have been received. • 32 CoC member agencies have been attending 50%+1 meetings this fiscal year. • Steve reminded that an agency must attend 3 consecutive CoC Membership meetings to become a member of the County of Riverside Continuum of Care.
STANDING ITEMS	PRESENTER	ACTION/ OUTCOME
No Standing Items		
CONSENT ITEMS	PRESENTER	ACTION/ OUTCOME
Committee Reports:	Steve Falk	<ul style="list-style-type: none"> • Steve Falk is stepping down as the Employment/Self Sufficiency Chairperson. He will still participate on the committee as a member.
New Members:	Steve Falk	<ul style="list-style-type: none"> • The following agencies are now official members of the CoC. <ul style="list-style-type: none"> ○ The Convergent Center ○ Hemet Police Department ○ Street Life Project
CoC Letters of Support:		<ul style="list-style-type: none"> • None
APRs:		<ul style="list-style-type: none"> • APRs for ABC Recovery Transitional, City of Riverside Chronic, City of Riverside Rapid Rehousing, JFS Desert Horizon, MVK formerly MFI, MVK Transitional, RCDMH Rapid Rehousing, and RCDMH Women's PH. <p>Motion was made by Linda Barrack and seconded by Kristii MacEwen to accept the consent items. Motion carried unanimously.</p>
CoC MEMBER COMMENTS	PRESENTER	ACTION/ OUTCOME
None		
CALL FOR AGENDA ITEMS	PRESENTER	ACTION/OUTCOME
None		
ANNOUNCEMENTS	PRESENTER	ACTION/ OUTCOME
None		
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME
Next meeting	David Leahy	<p style="text-align: center;">Wednesday, August 24, 2016, 10:00 a.m. – 12:00 p.m. FSA - James A. Venable Community Center</p>

		50390 Carmen Ave., Cabazon, CA 92230
Adjournment	David Leahy	The meeting was adjourned at 11:59 a.m.

CoC Membership Meeting– June 22, 2016: Attendance Report

Total in Attendance: 54

Present: 46

ABC Recovery Center	David Leahy*	Path of Life Ministries	Kristii MacEwen
Alternatives to Domestic Violence	Florence White	Prayer Warriors Enhancement	Rochelle Lewis
Board of Supervisors - District 3	Sundae Sayles	Recovery Innovations	Robyn Kelley
Catholic Charities	Jessica Meza	Riverside County Housing Authority	Tanya Torno
City of Hemet	Carla Callahan	Riverside County Probation	Jeffrey Richardson
City of Moreno Valley	Diana Vasquez	Riverside County Probation	Sherri Elmore
City of Palm Desert	Frankie Riddle	Riverside County Probation	Cintia Rivas
City of Riverside	Michelle Davis	Riverside County Sheriff	Aaron Avila
City of Riverside	Adrian Varela	Riverside County Sheriff	Bridgette Recksieck
City of Riverside	Monica Sapien	Riverside County Veteran Services	Grant Gautsche
City of Temecula	Robin Gilliland	Riverside University Health System - Behavioral	Lynne Brockmeier
Coachella Valley Rescue Mission	Tom Cox	Shelter From The Storm	Angelina Coe
Community Catalyts of California - Veterans Services	Janeth Ventura	TEAM Community Pantry	Randy Taylor/Steve Falk
Community Connect	Ahlam Jadallah	The Convergent Center Inc.	Jeff Moritz
Community Mission of Hope	Steve Falk	U.S. Vets	Gregory Coffos
EDA	Terri Bowen	VA Loma Linda Healthcare	Carmen Macias
EDA	Elizabeth Dearen	Valley Restart Shelter	Susana Harris
Family Service Association (FSA)	Deana Haywood	Whiteside Manor	Ron Vervick
Foothill Aids Project (FAP)	Anthony Brazier	<u>DPSS Staff: 8</u>	
H.O.P.E. In Elsinore	Steve Falk	DPSS Adult Services Assistant Director	Lisa Shiner
HelpingOurPeople.org	Jean Barnett	DPSS Homeless Programs	Donyielle Holley
Inland Counties Legal Services (ICLS)	Darrell Moore	DPSS Homeless Programs	Elizabeth Hernandez
Jewish Family Services of San Diego	Becky Ruiz	DPSS Homeless Programs	Jill Kowalski
Jewish Family Services of San Diego	Le McClellan	DPSS Homeless Programs	Tiffany Nelson
LightHouse Social Service Centers	Mark Houck	DPSS Contacts	Lupe Mkhitarian
Lutheran Social Services	Ricardo Forbes	DPSS Contacts	Catalina Guitron
Martha's Village and Kitchen	Linda Barrack**	DPSS Contacts	Kimberlyn Richardson
Martha's Village and Kitchen	Stephanie Minor		