



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

July 24, 2014

11:30 a.m. – 1:30 p.m.

Department of Public Social Services - Banning CPS Office
901 E. Ramsey, Banning, CA 92220

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

TOPIC	PRESENTER	ACTION/ OUTCOME
Call to Order	Darrell Moore	<ul style="list-style-type: none"> The meeting was called to order at 11:31 a.m.
Introductions	Darrell Moore	<ul style="list-style-type: none"> A roll call of the current BOG members was conducted. All guests introduced themselves. Paul Early, Deputy County Counsel for the County of Riverside, was present to provide guidance during the meeting.
Approval of the Minutes for July 10, 2014 BOG Meeting	Darrell Moore	<i>Motion was made by Ron Vervick and seconded by Karyn Young-Lowe to approve the minutes. Motion carried with two (2) abstentions from Daniel Arviso and Dale Cook.</i>
NEW BUSINESS	PRESENTER	ACTION/ OUTCOME
<u>Amendment to CoC Charter on quorum requirements</u>	Darrell Moore	<ul style="list-style-type: none"> All members received a copy of the BOG Charter. There are proposed amendments of pages 5, 6, 10, and 11 of the Charter. An amendment to the Charter is needed to satisfy the rules of a quorum for any regularly scheduled meeting. Paul Early will address any questions the board may have relative to the proposed changes to the Charter amendment. <p><i>Darrell entertained a motion to approve the Charter amendments as proposed. Motion was made by Frankie Riddle and seconded by Magdalena Andrasevits.</i></p>
	Paul Early	<ul style="list-style-type: none"> Neither the HUD regulations nor the California Brown Act enclose any minimum of what the quorum will be. It's strictly based on the Charter, which states that <u>50% + 1 = quorum</u>. An example of a conflict of interest during a meeting would be if any member or their agency has a financial interest in an agenda item that is being voted on. If any members of the board were not eligible to vote due to a conflict of interest, the remaining eligible members would constitute as a quorum. Conflicts of interests should be posted in "ARTICLE IX – VOTING" of the Charter It is recommended that if a board member has a conflict of interest based on the Charter that the individual members, or members of the conflicted agencies, NOT participate in the discussion.

	Darrell Moore	<ul style="list-style-type: none"> • Effective next meeting, at the call to order, the agenda will list of the items for discussion at that particular meeting. If, at the call to order, any member has a conflict of interest, they will declare their conflict of interest at the call to order, agreeing to leave the room when the agenda item is brought to discussion. • Board members that sit on the Board of Governance may have a conflict of interest through the agency that they represent, however, they may not be on the BOG representing that agency, for example if they are a committee chairperson. <p><i>All Board members voted in favor of the proposed amendment to the BOG Charter with the addition of Susan Larkin's suggestion to add a language of at least 5 members present to constitute a quorum.</i></p> <p>Motion carried with no negative votes and no abstentions.</p>
<p><u>Annual review of BOG membership:</u> As per Section I, item 4 a and b of the BOG Charter: 4a) BOG members are not allowed to miss more than (2) two unexcused/excused meetings during the calendar year; and 4b) If unusual circumstances occur that may require a member to miss more than the two (2) absences, a vote of the BOG shall be required to determine whether or not a member may retain their position on the Board.</p>	Darrell Moore	<ul style="list-style-type: none"> • It was brought to the Board's attention that board representatives for the cities of Indio, Perris, and Temecula have missed two (2) or more meetings. It was suggested that if a member cannot attend, they should send someone else as a proxy. <p><i>Dale cook entertained a motion to send letters to the city managers of the three (3) absentee cities to encourage their continued participation and attendance at future Board of Governance meetings. David Leahy seconded the motion. Motion carried with two (2) nay votes from Frankie Riddle and Susan Larkin and one (1) abstention from Daniel Arviso.</i></p>
OLD BUSINESS	PRESENTER	ACTION/ OUTCOME
<p><u>Nominations from the CoC to fill vacant seats on the BOG</u></p> <ul style="list-style-type: none"> • Election Results 	<p>Darrell Moore</p> <p>Darrell Moore</p>	<p><i>Ron Vervick entertained a motion to have a brief introduction by those that have been nominated to serve on the Board of Governance. Karyn Young-Lowe seconded the motion. Motion carried with one (1) abstention from David Leahy.</i></p> <ul style="list-style-type: none"> • All present nominees gave a brief introduction. • Employment and Self-sufficiency Committee Chair – Steve Falk, Community Mission of Hope, Temecula • Western Region Community Representative – Michael Hale, Currently Homeless

		<ul style="list-style-type: none"> • Eastern Region Community Representative – Connie Golds, Desert Best Friend’s Closet, Palm Desert • CoC At-large member – Stephan McPeace, Riverside County Office of Education • Food Pantry CoC At-large member – Jim Lineberger, Community Pantry in Hemet • Entitlement City Representative – Vince Lopez, City of Cathedral City
<p><u>2014 HUD application recommendations of Independent Review Panel from July 8 meeting</u></p>	<p>Darrell Moore</p>	<ul style="list-style-type: none"> • A vote will take place on the recommendation that the Review Panel made in regards to the Tier 2 allocations. • Conflicted members exited the room for this agenda item. Paul Early clarified that no one can be asked to leave the room by the board, all members and guests that choose to exit, must do so on their own will. Darrell clarified that if you are not currently receiving HUD funds, the fact that you may intend to apply for HUD funds in the future, does not conflict you from being a part of this discussion. • <u>Participating non-conflicted members who remained in the room or on the phone:</u> Carla Callahan, Frankie Riddle, Dale Cook, Susan Larkin, Rochelle Lewis, Karyn Young-Lowe, Jim Lineberger, Michael Hale, Daniel Arviso, Isa Rojas, Lilia Escobedo, Dana Weaver, and Corinne Daly. • HUD has asked us to identify 5% or \$419,000 of our current funding and allocate that to Tier 2 funding. The potential consequence is that Tier 2 funding may not get funded. The Review Panel evaluated the efficiency of the organizations. The Review Panel recommended that two (2) Transitional Housing programs, MFI Recovery and Shelter from the Storm, be placed in Tier 2 based on low performance. The Review Panel recommends that \$287,000 of their total combined funds be reallocated. • In order to meet the HUD requirement of 5% of our funding, the Review Panel recommends that about \$66,000 each must be reallocated from two (2) separate Permanent Housing programs; Dept. of Mental Health and Housing Authority, based on unspent funds. This funding will make up the difference to total the \$419,000 that needs to go into Tier 2. <p><i>Motion was made by Dale Cook to approve the Review Panel’s recommendation to take total funding in the amount of \$287,000 from two (2) Transitional Housing programs and partial funding from two (2) Permanent Supportive Housing programs in the amount of \$66,000 per program (\$132,000 total), to make up the \$419,000, or 5% of the ARD, needed to be placed in Tier 2. Susan Larkin moved to amend that the motion should state that the first recommendation is to put the two (2) Transitional Housing Projects into Tier 2 and that the second recommendation is to reallocate funds from the four (4) above mentioned programs. Dale Cook accepted Susan’s amendment to the motion. Karyn Young-Lowe seconded the motion. Motion carried with one (1) nay vote from Lilia Escobedo and one (1) abstention from Darrell Moore.</i></p>

		<ul style="list-style-type: none"> The Review Panel also recommended that the \$419,000 be reallocated through a Request for Proposal (RFP) process new applicants to apply for <u>Permanent Supportive Housing for Chronically Homeless</u> and/or <u>Rapid Re-housing for Families</u>. New projects selected through this RFP process will be placed in Tier 2 of the 2014 HUD application. <p><i>Darrell entertained a motion to approve the Review Panel's second recommendation. Motion was made by Dale Cook and seconded by Isa Rojas to accept the recommendation to open up the \$419,000 to an RFP process as long as the Board of Governance members get to review the RFP prior to its availability. Motion carried with one (1) nay vote from Lilia Escobedo and one (1) abstention from Darrell Moore.</i></p> <ul style="list-style-type: none"> Paul Early advised that DPSS staff can send out the drafted RFP for feedback and opinions; however there cannot be any stream of discussion about the RFP unless it set as an agenda item. <p>Action: DPSS staff will draft the RFP and make it available to the CoC for comments.</p> <ul style="list-style-type: none"> Conflicted board members re-entered the room and Darrell Moore reviewed the decisions that the board made in their absence.
STANDING ITEMS	PRESENTER	ACTION/ OUTCOME
None		
CONSENT ITEMS	PRESENTER	ACTION/ OUTCOME
None		
COMMITTEE REPORTS	PRESENTER	ACTION/ OUTCOME
None		
BOG MEMBER COMMENTS	PRESENTER	ACTION/ OUTCOME
	Darrell Moore	<p>Darrell requested the following:</p> <ul style="list-style-type: none"> What will be the role of this Board of Governance? DPSS staff, David Leahy, Linda Barrack to provide basic information and create a Board vision. Recommendation from all committees as to what the BOG should be doing.
	David Leahy	<p>David requested a status on having a board member packet. Frankie added that she does have some information to put into the board member packets.</p>
CALL FOR AGENDA ITEMS	PRESENTER	ACTION/ OUTCOME
	Darrell Moore	Darrell reminded the board that they always have the opportunity to request to add an agenda item.
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME
Next meeting		<ul style="list-style-type: none"> Paul Early intends to be present at the next meeting and will come upon invitation anytime. <p style="text-align: right;">Thursday, September 25, 2014 at 9:30 a.m. – 11:30 a.m. Department of Public Social Services - Banning CPS Office</p>

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Adjournment		<ul style="list-style-type: none">• The meeting was adjourned at 2:02 p.m.

Board of Governance – July 24, 2014: Attendance Report

*Co-Chair (T) Via Teleconference

Total in attendance: 36

Present Members: 23

ABC Recovery Center
Board of Supervisors - 1st District

Board of Supervisors - 4th District
Board of Supervisors - 5th District
City of Hemet
City of Indio

City of Moreno Valley
City of Palm Desert
City of Palm Springs
City of Riverside
City of Temecula
Economic Development Agency - ESG
Formerly Homeless Representative
Hemet Community Pantry
Inland Counties Legal Services
Jewish Family Services of San Diego
Lighthouse Social Service Center
Martha's Village and Kitchen
Path of Life Ministries

P.W. Enhancement
Shelter From the Storm
Valley Restart Shelter
Whiteside Manor

David Leahy
Corrine Daly (T) for Robin Reid
Lilia Escobedo
Debbie Rose
Carla Callahan
Daniel Arviso (T) for Jesus Gomez
Isa Rojas (T)
Frankie Riddle
Dale Cook
Carrie DeLaurie
Dana Weaver (T)
Sterlon Sims
Michael Hale
Jim Lineberger
Darrell Moore*
Linda Barrack
Karyn Young-Lowe
Magdalena Andrasevits
Leonard Jarmin for Joan Thirkettle
Rochelle Lewis
Angelina Coe
Susan Larkin
Ron Vervick

Guests: 3

Catholic Charities
County Counsel
Family Services Association

Imelda Santos
Paul Early
Irais Bedolla

DPSS Staff: 10

Administrative Support
Adult Services, Deputy Director
CoC Coordinator
Contracts
Contracts
Contracts
Fiscal Staff
Fiscal Staff
Homeless Programs Manager
Supervising Program Specialist

Tiffany Nelson
Lisa Shiner
Liz Calanche
Ashley Trevino
Catalina Guitron
Edward Macias
Connie Hill (T)
Erin McCall (T)
Jill Kowalski
Rowena Concepcion