

**EFSP Local Board Minutes**  
**DPSS Administration Building**  
**4060 County Circle Drive, Riverside, CA 92503**  
**Fitch Room**  
Wednesday, February 8, 2017  
9:00-11:00 AM

Topic	Presenter	Action / Outcome
1. Call to Order 2. Welcome / Introductions	Chair	The EPSF Local Board meeting was called to order at 9:16 a.m. by Chair Allen Villalobos.  Self-introductions by everyone in attendance. Quorum was reached; (13/18).
Standing Items	Presenter	
3. Approval of Minutes	Chair	Motion was made by Ernie Calderon and seconded by Major Keith Bottjen to approve the November 9, 2016 minutes; <b>Motion carried.</b>
Action	Presenter	Action/Outcome
4. Staff Report	Rowena	<p><b>a. Phase 33</b></p> <ul style="list-style-type: none"> <li>• <b>First Payment:</b> all LRO's received their first payment with the exception of one due to Phase 32 compliance issues, so payment was withheld.</li> <li>• <b>Second Payment Request and Interim Report:</b> Only three agencies have not sent in their Interim Report/Second Payment Request. The deadline to submit all second payment requests is March 15<sup>th</sup>. Reminders have been sent and another reminder will be sent again.</li> <li>• <b>Final Report:</b> Final Report has not been released by National; however the deadline is May 15<sup>th</sup>. Once the Final Report is released, notices will be sent to LRO's to remind them to submit.</li> </ul>
	Patricia	<p><b>b. Phase 34</b></p> <ul style="list-style-type: none"> <li>• <b>County of Riverside Allocation:</b> Riverside County was awarded \$1,191,406 for Phase 34 funding; 9% (\$107, 227) will be allocated to Path of Life Ministries for ECWS leaving \$1,084,179 available for district funding allocation.</li> <li>• <b>Update on Application Process:</b> 21 applications were received; one did not pass threshold, due to compliance issues from Phase 31. Applications with compliance issues cannot be processed for review until issues are cleared. Evaluators reviewed 20 applications. Rowena discussed the process from the release of RFA, November 2016, the Board's decision to move forward with the application due date of January 9<sup>th</sup>, evaluator's training were conducted on January 12<sup>th</sup> and 17<sup>th</sup> and score sheets were to be</li> </ul>

		<p>completed and returned by February 3, 2017.</p> <ul style="list-style-type: none"> <li>• <b>Summary of Application Scores and Ranking:</b> Staff discussed the process used to determine funding amounts for both the districts and LROs. Funding for the five districts was determined by the following economic criteria: unemployment, homeless, and poverty rates. Each application was evaluated and scored by three evaluators and received the average of the scores. The amounts awarded were based on the agency's score multiplied by the agency's total amount requested and ranked by a percentage of the total requested by all agencies and multiplied by the district's allocated total.</li> </ul> <p>The Chair discussed with the Board the amount POLM receives each year as the recipient of the Emergency Cold Weather Shelter designee. He mentioned that he was not aware of this designation by the County Supervisor. Discussion followed. Some board members said they are aware of this allocation that started awhile back.</p> <p>Staff described, to the Board, the process used for phase 34 allocations and suggested that the Board take into consideration all the variables included in allocating funds to each district. Example there was a surplus of funds in district one's food category after awarding every applicant their full requested amount. Discussion ensued.</p> <p>Motion was made by Steve Falk and seconded by Major Keith Bottjen to reallocate surplus funds in District 1 from food to shelter based on the scores between all agencies that had not received their full funding. <b>Motion carried.</b> One abstention- Belinda Marquez.</p> <p>Belinda Marquez made a statement about clients possibly having a choice to go to another shelter if clients were dissatisfied with the services of a local shelter. Discussion ensued.</p> <ul style="list-style-type: none"> <li>• Rowena Concepcion brought to the attention to the Board that JFS (Jewish Family Service) will be closing their services. Roy's will transitioning to another form of housing. Expected date is June 30<sup>th</sup> 2017. It was mentioned that the agency applied for funded for district 4 and 5 and was already aware of their closure. The agency is working on a transition plan. Chairman Allen Villalobos recommended that an invitation be sent to JFS make a presentation to the Board to address their concerns with regard to their application and potential closure of services in Riverside County and discuss questions in person and put a plan into action after the in person meeting. An invitation will be sent within the next two weeks. Discussion ensued.</li> </ul>
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5. NEW BUSINESS	Chair	<p>Allen discussed the proposed transfer of EFSP funding and administrative responsibility from the Federal Emergency Management Agency (FEMA) to the U.S. Department of Housing and Urban Development (HUD). HUD has included this in their budget since Phase 33 and Congress did not approve the transfer. We will wait and see what happens in Phase 35.</p>
6. ANNOUNCEMENTS		<ul style="list-style-type: none"> <li>• City of Riverside will be hosting a Walk to End Homelessness on April 8<sup>th</sup>, 2017 at Fairmount Park.</li> <li>• Catholic Charities has two case manager positions available. Belinda will send details to Rowena to share with the CoC and EFSP LROs.</li> <li>• New alternates; <ol style="list-style-type: none"> <li>1. American Red Cross: Nancy Hatzidakis</li> <li>2. Community Action Partnership: Vince Wrzalinski</li> <li>3. Salvation Army-Riverside: Chelsea Kelley</li> </ol> </li> <li>• American Red Cross has available Mastercards for people in need. Contact Eddie Calderon</li> <li>• DPSS is conducting a capacity building workshop on April 20<sup>th</sup> to encourage new agencies to apply for ESG, HUD and EFSP funding.</li> </ul>

		<ul style="list-style-type: none"> <li>• Corona-Norco United Way has a domestic violence program in the Western Riverside County for the entire family. Encourages people to finish and further their education. Have 25 scholarships for Corona, Norco and Eastville to graduating high school students.</li> <li>• CAP is offering Volunteer Income Tax Service (VITA) free tax preparation.</li> </ul>
7. NEXT MEETING		April 12 <sup>th</sup> 2017 @ 4060 County Circle Drive, Fitch Rm.
ADJOURNED		10:39 AM
		Meeting notes submitted by HPU staff

<b>Attendees</b>	<b>Organization/Agency</b>	<b>Attended/x-TC/teleconference</b>
Allen Villalobos	Corona-Norco United Way	X
Belinda Marquez	Catholic Charities	X
Ernie Calderon	American Red Cross	X
Florita Jones	Homeless Advocate	X
Major Keith Bottjen	Salvation Army-Riv.	X
Michelle Davis	City of Riverside	X
Vince Wrzalinski	Community Action	X
Elaine Linebaugh	Veteran Services	X
Lynne Brockmeier	RUHS	
Donna Shaw	Riv. Co. Executive Offices	X
Rowena Concepcion	DPSS HPU	X
Patricia McMicheaux	DPSS HPU	X
Leyanni Suarez	DPSS HPU	X
Chelsea Kelley	Salvation Army-Riv.	X
Steve Falk		
Mr. Jones		Guest of Florita Jones