



County of Riverside Continuum of Care

Minutes for the Board of Governance Meeting

July 10, 2014 • 1:30 p.m.

Children's Services • 901 E. Ramsey, Banning

Chaired by: Frankie Riddle, City of Palm Desert

1. **Call to Order & Introductions:** The meeting was called to order at 1:36 p.m. by Frankie Riddle. A roll call of the current Board of Governance members was conducted. All others in attendance introduced themselves.

Frankie opened the meeting by announcing the board was supposed to be reviewing and approving the Review Panel's recommendations for the 2014 NOFA, however, there was not a quorum of non-conflicted members. Also, there has been some concern as to whether or not this board is covered under the Brown Act. The County's legal counsel believes that we are subject to the Brown Act and will verify to keep the board in compliance.

2. **Approval of Minutes:** Motion was made by Ron Vervick and seconded by Corinne Daly to approve the minutes of the May 22, 2014 and June 20, 2014 Board of Governance meetings. **Motion carried.** Standing committee minutes will be received & filed.
3. **Old Business:**
 - a. **BOG Co- Chair elections:** Ballots were collected from present members of the board. The BoG Co-chair nominees for a Public/Government Representative were: Lynne Brockmeier, Carrie Harmon, and Frankie Riddle.
Carrie Harmon was elected as the new Public/Government Representative Co-chair. The BoG Co-chair nominees for a Private/Non-profit Representative were: Magdalena Andrasevits, Susan Larkin, Darrell Moore, and Joan Thirkettle.
Darrell Moore was elected as the new Private/Non-profit Representative Co-chair.

Darrell Moore accepted the position and thanked Frankie for her work as BOG co-chair.

- b. **Charter and Job Description amendments/updates:** Frankie is currently in the process of updating the Charter and the job descriptions. The update will include board approved items, any new CoC models, and the addition of whether or not this board is subject to the Brown Act which will have an impact on how votes are conducted and what's considered a quorum. Amendments to the Charter will be discussed at the September meeting.
4. **New Business:**
 - a. **2014 HUD application: Recommendations of Independent Review Panel from July 8 meeting.** Frankie said that an overview of the Review Panel's discussion can be provided, however, if the recommendations are to be announced, and then any conflicted members cannot be present. Lisa Shiner consulted with County Counsel on this issue and said that they have advised that if there is not enough non-conflicted members to make a quorum, conflicted members need to be picked at random to make up a quorum. County Counsel advised that a quorum be based on the number of seats on the board (whether they are

vacant or not). Based on this, there was no quorum of non-conflicted members so the recommendations could not be voted on by the BOG.

Darrell Moore, who is a member of the Review Panel, said he thought the information should be shared with all the BOG members with the agreement not to discuss what is shared or to try and influence any non-conflicted board members who will vote on the recommendations.

Darrell then made a **motion** to: share the review panel recommendations with the entire board (conflicted members included) and that once the information is shared, there would be no discussion (both during the meeting and the period of time afterward until a vote is taken); and that every board member is on their honor not to try and persuade any voting member on how to vote when a vote does take place.

Ron Vervick seconded the motion. There were 9 ayes. Two members voted no: Corinne Daly and Lilia Escobedo. There were no abstentions. **The motion carried.**

After the motion passed, Lisa shared the Review Panel recommendations with the BOG. She distributed the performance data that was used by the panel to evaluate the projects. She said the main criteria used by the Review Panel were: performance, whether or not a project had unspent funds, and whether the cost per services was high in comparison to other projects. *Note: the recommendations are not written in these minutes pending a vote in a future meeting when a quorum is present.*

Darrell Moore provided some more information on the review process and ranking criteria. He said the panel spent a lot of time discussing the cost of services for each project. The biggest concern was some projects are spending a lot more money to provide the same services that other agencies are providing for a lot less money. The review panel didn't feel like they had enough information to make a decision based on cost only. They would like to see the costs justified prior to making a decision.

b. Review CoC models and structure: Ad hoc committee and timeline update

Jill Kowalski announced that DPSS staff has completed a matrix of the CoC models that were submitted, and after the matrix is reviewed, it will be provided to the Ad hoc committee in the next week or so.

c. Legislative update: Jill introduced the legislative update as a new standing committee item to include information on bills and pending legislation. A new format of the agenda will be presented at the next meeting. Information about the recently passed Prop 41 to provide funding for veterans' housing and services was provided.

5. Standing Items:

a. ESG update (federal and state): Rowena Concepcion reported that three (3) agencies applied for ESG funding. Martha's Village and Kitchen was the only project funded with state ESG funding. She encourages that agencies continue to apply for ESG.

b. VALOR update: Eddie Estrada announced that VALOR is leading the Veterans Stand Down that will take place on October 17, 2014 at Perris Fairgrounds. It will be a one-day

event to make services readily available to veterans, with homeless veterans being the priority. Eddie will send out a list of items that can be donated to the event.

c. **25 Cities update:** Susan Larkin gave a verbal progress report.

6. Consent Items:

- a. **APRs:** City of Riverside Disabled PSH, JFS Desert Vista PSH, Operation SafeHouse, Path of Life TH, DMH Coachella Valley PSH, DMH Men's PSH, and DMH Outreach Desert Expansion

Motion to approve the above APRs was made by Ron Vervick and seconded by Susan Larkin.

Motion carried.

7. CoC Committee Reports:

- a. **HMIS** – No report.
b. **Employment Self Sufficiency** – No report.
c. **Housing** – Currently undergoing an election process. No report.
d. **Planning (10-Year Plan)** – Next Meeting scheduled for August 11, 2014. No report.

8. BoG Member Comments: Ron Vervick said he would like to volunteer for the Veterans Stand Down.

9. Call for Agenda Items for Next Meeting: A call for nominations to fill the six (6) vacant board member seats will be added to the next agenda. Frankie called for a motion to keep the regularly scheduled meeting of July 24th on the calendar. Ron motioned to approve and Karyn Young-Lowe was second. **The motion carried with one (1) abstention (David Leahy).**

10. Adjournment: The next meeting will be on July 24, 2014 at 11:30 a.m. at the DPSS CPS office at 901 E. Ramsey St., Banning, CA 92220.

Meeting adjourned at 2:56 p.m.

Respectfully submitted by DPSS staff.

Board of Governance – July 10, 2014: Attendance Report

*Chair (T) Via Teleconference

Total in attendance: 32

Present Members: 18

ABC Recovery Center	David Leahy
Board of Supervisors - 1 st District	Lilia Escobedo
Board of Supervisors - 4 th District	Corrine Daly for Robin Reid
Board of Supervisors - 5 th District	Debbie Rose
City of Moreno Valley	Isa Rojas (T)
City of Palm Desert	Frankie Riddle*
City of Riverside	Michelle Davis for Carrie DeLaurie
City of Temecula	Dana Weaver (T)
Inland Counties Legal Services	Darrell Moore
Jewish Family Services of San Diego	Linda Barrack
Lighthouse Social Service Center	Karyn Young-Lowe
Lutheran Social Services	Helen Ross
Martha's Village and Kitchen	Carl Wolter for Magdalena Andrusevits
Path of Life Ministries	Joan Thirkettle
Shelter From the Storm	Angelina Coe
US Vets	Eddie Estrada (T)
Valley Restart Shelter	Susan Larkin
Whiteside Manor	Ron Vervick

Guests: 4

Community Food Pantry of Murrieta	Mariann Schiewe
Corona Norco Settlement House	Sally Carlson
Family Services Association	Irais Bedolla
Hemet Community Pantry	Jim Lineberger

DPSS Staff: 10

Administrative Support	Tiffany Nelson
Adult Services, Deputy Director	Lisa Shiner
CoC Coordinator	Liz Calanche
Contracts	Catalina Guitron
Contracts	Edward Macias
Contracts	Emma Perez-Singh
Fiscal Staff	Connie Hill
Fiscal Staff	Erin McCall
Homeless Programs Manager	Jill Kowalski
Supervising Program Specialist	Rowena Concepcion