



Los Angeles Homeless Services Authority

a joint powers authority of the city & county of los angeles

MINUTES OF THE LOS ANGELES HOMELESS SERVICES AUTHORITY COMMISSION

Held January 22, 2010

The Los Angeles Homeless Services Authority Commission meeting held in the Los Angeles Homeless Services Authority office, located at 453 S. Spring Street, 12th floor, Los Angeles, California, was called to order at 9:08 a.m. by Commissioner Katz, Chair.

Attendance

LAHSA Commissioners Present:

Howard Katz
Larry Adamson
Moctesuma Esparza
Antonio Manning
Douglas Mirell
Louisa Ollague

LAHSA Commissioners Absent:

Ramona Ripston
Cecil L. Murray
Owen Newcomer

Attorneys Present:

Teresa Lujan, City Attorney

LAHSA Staff:

Michael Arnold, Executive Director
Steve Andryszewski, Chief Financial Officer
Stephen Lytle, Funding Manager
Rhonda Johnson, Program Specialist – Winter Shelter
Erin Hollander, Board Liaison

Call to Order/Roll Call/Establishment of Quorum

Roll was called and quorum was not established. The Committee moved forward with non-action items until quorum was established.

1.0 Review and approve Commission minutes from December 18, 2009.

Public Speaker(s): There were no public speakers.

Motion: It was moved by Commissioner Mirell and seconded by Commissioner Adamson to approve the minutes.

Action: The motion passed unanimously.

2.0 Consent Calendar

2.1 Authorize the acceptance of CRA owned real property located at 8224 S. Broadway for a purchase price of \$1 and authorize the Executive Director to negotiate and execute the appropriate documents with the CRA to effect the sale and transfer of said property.

2.2 Approve updated 2009-2010 LAHSA budget.

2.3 Authorize the Executive Director to modify existing City CDBG contracts as specified in the attached schedule.

2.4 Approve LAHSA's audited financial statements and A-133 Single Audit Report for the year ending June 30, 2009.

2.5 Authorize the Executive Director to enter into renewal agreements with HUD and sponsoring agencies for grants awarded under the 2009 SuperNOFA process as specified in the attachment.

2.6 Authorize the Executive Director to enter into contracts with select agencies as listed in attachment for the 2009 Year-Round Emergency Shelter Program Request For Proposals (RFP) for Downtown Los Angeles and Hollywood.

2.7 Authorize the Executive Director to enter into contracts with select agencies as listed in attachment for the 2009 Assistance to Skid Row Families and Rent to Prevent Evictions Programs Request For Proposals (RFP).

Public Speaker(s): There were no public speakers.

Item 2.1 was struck from the consent calendar.

Motion: It was moved by Commissioner Mirell and seconded by Commissioner Adamson to approve the consent calendar with one amendment: Item 2.1 was struck from the consent calendar. The remaining items were approved.

Action: The motion passed unanimously.

Commissioner Katz and the Commission extended a welcome to the newly appointed Commissioner, Moctesuma Esparza.

3.0 Executive Director's Report

Michael Arnold, Executive Director, gave the report:

- **HPRP:** LAHSA is seeing greater participation in the program, especially with respect to assessment and use of benefits. LAHSA will continue to report back relative to the status of the HPRP.
- **2009 SuperNOFA:** The 2009 SuperNOFA renewal amounts have been announced; all existing LAHSA Supportive Housing Program (SHP) projects were renewed as of December 23, 2009. The new projects that were submitted which totaled in excess of \$11.2M will be announced this spring to complete the 2009 SuperNOFA award process.
- **LAHSA Operations:** Fiscal and programmatic monitoring is progressing rapidly. Findings are not as significant as those in the past; technical assistance trainings are resulting in tangible improvements in provider capacity.
- **Staffing** – Leslie Wise has resigned from her position as LAHSA's Director of Policy & Planning and has taken a position at Common Ground.

4.0 Approve recommendation of Los Angeles Family Housing as interim project sponsor for HUD Supportive Housing Program (SHP) contract CA0422B9D00080 pending completion of Request For Proposals (RFP) process to determine permanent project sponsor and authorize the Executive Director to enter into contract.

Stephen Lytle, Funding Manager, gave the report:

- LAHSA received notice from Women's Care Cottage (WCC) of their inability to continue operations. LAHSA's Emergency Response Team (ERT) and Program Department staff worked with WCC to ensure continued smooth operation of the program and to provide assistance to families seeking to relocate during the transition to an interim project sponsor.
- Of the three agencies interviewed to serve as interim project sponsor, LAHSA recommends the selection of Los Angeles Family Housing, based on the assessment that it is best equipped to ensure the least disruptive transition for existing families being served by the program while LAHSA conducts a search for a permanent project sponsor.

Public Speaker(s): There were no public speakers.

Motion: It was moved by Commissioner Adamson and seconded by Commissioner Mirell to recommend Los Angeles Family Housing as interim project sponsor for this HUD Supportive Housing Program (SHP) contract and authorize the Executive Director to enter into contract.

Action: The motion passed unanimously.

5.0 Report on status of the Winter Shelter Program (WSP).

Rhonda Johnson, Program Specialist-Winter Shelter, gave the report:

- Winter Shelter Occupancy Report: overall occupancy rate is currently 81%. WSP has served approximately 4000 unduplicated persons to date, and is 46% through the season.
- LAHSA continues to monitor and work with agencies to ensure their voucher budgets will not be exhausted before the WSP season ends.
- There was a brief discussion with respect to voucher spending in the continuum.

6.0 Report on Finance, Contracts & Grants Management Committee Meeting of January 20, 2009.

Commissioner Mirell gave the report:

- There was a brief discussion regarding the Single Audit Report on expenditures of Federal Awards. Commissioner Mirell noted that for FY ending June 30, 2008, the federal funding was 63% and decreased to 52% for FY ending June 30, 2009; total revenues were constant.
- Aged Payables:
 - 90 days past due amount of \$161,396 relates to two contracts: \$129,000 for U.S. Veterans' Initiative and \$32,000 for the City of Covina. (1) U.S. Veterans' Initiative: the HUD local office has committed to assisting in securing funding for the U.S. Veterans' Initiative for the full amount. LAHSA staff has been tasked with researching unexpended program balances that might be reprogrammed for the U.S. Veterans' Initiative outstanding amount. (2) City of Covina: there has been a formal request to Supervisorial District 5 to cover these funds. The City of Covina is meeting with Homeless Deputies to discuss the issue.

Public Speaker(s): There were no public speakers.

7.0 Report on Programs & Evaluation Committee Meeting of January 15, 2009.

Commissioner Ollague gave the report:

- There was a brief discussion about the unduplicated families served in the Winter Shelter Program (WSP) and Transitional and Permanent Housing program performance.

Public Speaker(s): There were no public speakers.

8.0 Report on Policy & Planning Committee meeting of January 15, 2009.

Michael Arnold, Executive Director gave the report:

- The San Gabriel Valley Council of Governments (COG) has completed their Master Plan to prevent and end homelessness in the Valley. The COG's Ad Hoc Housing Committee is now tasked with creating a Valley-wide Coordinating Council, comprised of service providers and other Valley stakeholders to implement the Plan. The Coordinating Council will function as a broad-based coalition to develop a unified list of priorities that address the issue of solving homelessness.
- There was a discussion of the draft Funding Principles of the Los Angeles Continuum of Care (CoC). The goal is to develop priorities for funding in the Los Angeles CoC that can be used for any opportunity when funding resources become available.

Public Speaker(s): There were no public speakers.

9.0 Public Participation

Kristine Ferguson, Vice President of Programs at Los Angeles Family Housing

Ms. Ferguson thanked LAHSA and the Commission for the action to approve Los Angeles Family Housing as interim sponsor to continue service of families from Women's Care Cottage. There was a brief discussion with Ms. Ferguson, the Board and Michael Arnold, Executive Director regarding voucher spending and the number of homeless families seeking shelter.

10.0 Notice of Closed Session – Conference with Legal Counsel – Existing litigation (Subdivision (a) of Government Code Section 54956.9)

BARBARA COLEMAN v. COUNTY OF LOS ANGELES, ET AL.

Case Number: BC 421061

This lawsuit arises out of an alleged breach of contract and related tort action.

11.0 Report on Closed Session.

Commissioner Katz, Chair gave the report:

- No reportable action at this time.

Adjournment

The meeting was adjourned at 10:27 a.m.