

**LOS ANGELES HOMELESS SERVICES AUTHORITY  
FINANCE, CONTRACTS & GRANTS MANAGEMENT COMMITTEE**

Minutes of Meeting  
December 10, 2008

The Los Angeles Homeless Services Authority Finance, Contracts & Grants Management Committee meeting held in the LAHSA Administrative Office located at 453 S. Spring Street, 12<sup>th</sup> Floor, Los Angeles, California, was called to order at 2:00 p.m. by Howard Katz, Chair.

**ATTENDANCE**

LAHSA Commissioners Present:

Howard Katz  
Larry Adamson

LAHSA Commissioners Absent

Antonio Manning

LAHSA Staff:

Rebecca Isaacs, Executive Director  
Michael Arnold, Chief Operating Officer  
Steve Andryszewski, Chief Financial Officer  
Kamaiya Bourne, Administrative Assistant

**CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM**

Roll was called and quorum was established at 2:00 p.m.

**1.0 REVIEW MINUTES OF MEETINGS HELD OCTOBER 15, 2008**

**MOTION:** It was moved by Commissioner Adamson and seconded by Commissioner Katz to approve the minutes from November 19, 2008.

**ACTION:** The motion passed unanimously.

**2.0 STATUS REPORT ON CASH BALANCES, ACCOUNTS RECEIVABLE, ACCOUNTS PAYABLE & ADMINISTRATIVE YTD BUDGET TO ACTUAL**

Steve Andryszewski reported that LAHSA continues to partner with its funders to ensure receivables are collected within an acceptable timeframe; aged payables are monitored to facilitate appropriate cash flow to service providers; and adequate cash balances are maintained to ensure LAHSA meets its administrative expenditure needs. Beginning in January 2009, LAHSA's budget v. actual reports will include forecasted expenditures through the end of the fiscal year.

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

**3.0 PRESENTATION OF LAHSA'S 2009 – 2010 BUDGET SUBMISSION TO THE CITY OF LOS ANGELES**

Steve Andryszewski informed the Committee that LAHSA had submitted budget requests to the City of Los Angeles for the 2009-2010 fiscal year totaling approximately \$24 million. The requests included level funding from the Consolidated Plan (ConPlan) of \$12.1 million and a request of \$11.6 million from the City's General Purpose Fund.

The Consolidated Plan (ConPlan) process includes pass-through funding from HUD through the Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) entitlement programs. These resources provide annual funding for emergency shelters, access centers, supportive services and outreach services throughout the city from April 1, 2009 through March 31, 2010.

The City General Purpose Fund request, submitted to the Mayor and the City Council, includes incremental funding to support programs important to the local community currently funded by one-time funding. The proposal includes a request for new funding in the amount of \$32,000 to provide cash match for an estimated \$200,000 in HMIS SHP funding requested in the 2008 SuperNOFA to expedite the Los Angeles Continuum of Care (CoC) HMIS implementation.

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

**MOTION:** It was moved by Commissioner Adamson and seconded by Commissioner Katz to accept staff's recommendation.

**ACTION:** The motion passed unanimously.

**PUBLIC PARTICIPATION**

There were no public speakers.

**ADJOURNMENT**

The meeting adjourned at 2:30 pm.