



Los Angeles Homeless Services Authority

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

MINUTES OF THE

LOS ANGELES HOMELESS SERVICES AUTHORITY PROGRAMS & EVALUATION COMMITTEE MEETING

Held Friday, February 19, 2010

The Los Angeles Homeless Services Authority Commission Programs and Evaluation Committee meeting held at 453 S. Spring Street, 12th Floor, Los Angeles, California was called to order at 9:04 a.m. by Commissioner Ollague.

Attendance

LAHSA Commissioners Present:

Louisa Ollague
Cecil L. Murray

LAHSA Commissioners Absent:

Owen Newcomer

LAHSA Staff:

Michael Arnold, Executive Director
Jeanette Rowe, Director of Homeless Services
Geoffrey Emery, Director of Programs
Stephen Lytle, Funding Manager
Ana De Santiago Ayon, Outcomes Specialist
Erin Hollander, Board Liaison

Call to Order/Roll Call/Establishment of Quorum

Roll was called and a quorum was established at 9:04 a.m.

1.0 Review and approve minutes of meeting held January 15, 2010.

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

Motion: There was no action taken. The January minutes are to be reviewed and approved at the next Programs & Evaluation Committee Meeting on March 19, 2010.

2.0 Presentation of City of Los Angeles Homelessness Prevention and Rapid Re-Housing Program (HPRP) quarterly progress report results.

Ana De Santiago Ayon, Outcomes Specialist, gave the report:

- There was an overview of HPRP, target populations, regional coordinating agencies, and a presentation of the number of unduplicated clients by service type.

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

3.0 Report on status of Winter Shelter Program (WSP).

Geoffrey Emery, Director of Programs, gave the report:

- There was a presentation on the WSP for the period ending February 15, 2010. To date, the WSP is operating at 88% occupancy. In January, there was a 93% occupancy rate and in February, the occupancy rate was 98%.
- There was a brief discussion of the WSP voucher distribution rate by agency. LAHSA continues to monitor and work with agencies to ensure their voucher budgets will not be exhausted before the WSP season ends.

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

4.0 **Report on status of families on Skid Row.**

Jeanette Rowe, Director of Homeless Services, gave the report:

- The Skid Row Families Assessment Team and LAHSA's Emergency Response Team (ERT) continue to work with the homeless families encountered at the Union Rescue Mission.
- LAHSA has collaborated with homeless service providers including Ocean Park Community Center, Los Angeles Family Housing, Beyond Shelter, and Watts Labor Community Action Center to assist families with motel vouchers, emergency shelter, and transitional housing.
- On behalf of the First District, Commissioner Ollague commended LAHSA's ERT for their work in responding to the needs of families on Skid Row.

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

5.0 **Approve quality evaluation results and hear potential appeals of the Community Based Development Organization (CBDO) Request For Proposals (RFP) and authorize the Executive Director to enter into contracts with select agencies as listed in attachment.**

Stephen Lytle, Funding Manager, gave the report:

- In response to the CBDO RFP, a total of six proposals passed threshold and were reviewed for quality.
- LAHSA staff recommends that the Commission approve the quality evaluation results of the RFP and authorize the Executive Director to enter into contracts with select agencies as listed in attachment.
- There was an overview of the RFP, which was released on September 29, 2009. A total of \$4,191,791 is available in City of Los Angeles Community Development Block Grant (CDBG) funding to provide educational and vocational training, employment preparation, placement and retention services and transitional housing to homeless persons in the City of Los Angeles.
- It was noted that there was a requirement to score at least 75 points to pass the quality evaluation and receive a recommendation for funding. Four of the six proposals met threshold and were reviewed for quality. LAHSA staff made a recommendation for funding based on the stated criteria. Proposals are recommended for funding in rank order from first (highest score) to last (lowest score) until the available funding is exhausted. Because the Weingart Center proposal's final quality score placed it last on the ranking list, there were insufficient funds to fully fund it at the requested amount.
- There were two appeals:

Appeal 1: Lamp Community – an appeal letter was presented.

Public Speaker: Shannon Murray, Lamp Community, Acting Executive Director

Ms. Murray suggested potential problems with the review process, specifically (1) proposal reviewers were not identified; (2) no processes were outlined for mitigating disparities in overall scores between the two reviewers; and (3) no procedure was outlined for determining or ensuring the objectivity of individual reviewers. Lamp indicated in the appeal that the funding decision may result in the loss of beds and services for their clients, who are chronically homeless adults with severe mental illness.

LAHSA staff response:

Staff review of the appeal did not reveal any procedural error in the review and scoring of the application. LAHSA has established and followed standard procedures for quality review of proposals submitted for funding competition under this RFP. In response to Lamp's three concerns: (1) LAHSA quality reviewers are not identified individually as a guard against improper influence. Reviewers under the CBDO RFP were experienced LAHSA staff with specific, professional knowledge of the CBDO program and the RFP and its requirements. (2) Once individual scores are generated for each proposal, a quality review panel is convened among the reviewers to discuss and review the proposals to confirm a consistent basis for review and reconcile individual scores for any proposal where the respective reviewer's scores are more than 10% different. Each reviewer reviews his/her score and if necessary, makes adjustments based on an enhanced understanding of the criteria. The process typically resolves scores that vary by more than 10% by providing clarity around criteria in the scoring process. (3) All reviewers sign a conflict of interest and confidentiality statement to ensure an impartial, objective review.

LAHSA staff recommends the Lamp Community appeal be denied.

Appeal 2: Weingart Center Association– an appeal letter was presented.

Public Speaker: Gregory Scott, President & Chief Executive Officer of the Weingart Center

Mr. Scott reported that Weingart was awarded the CDBO grant of \$2.5M three years ago and if they do not receive the full amount requested, they will be receiving a \$1M, (40%) cut in funding. Mr. Scott discussed the impact of this cut on the number of facility beds and administrative staff at their program. The Weingart Center's appeal addressed the following issues: (1) There are flaws in the process that affected the outcome and the subsequent distribution of funding. There is a concern about the recommended funding amount, the transparency of the distribution of funding, and a suggestion to pro-rate the funding gap among all proposing agencies. (2) There is a concern that the Weingart Center's proposal was not consistently evaluated based on strict adherence to the instructions in the RFP. Mr. Scott mentioned specifically that the reviewers misunderstood the nature of the Weingart Center's programs and services and that these misunderstandings adversely affected the score.

There was a discussion regarding discrepancies in reported program outcomes.

Public Speaker: Vernon Nickerson, Director of Contracts, Weingart Center

Mr. Nickerson responded to questions regarding the accuracy of data in Weingart Center's quarterly reports.

Public Speaker: Gregory Scott, President & Chief Executive Officer of the Weingart Center

Mr. Scott noted that there is a .8 point difference in the quality evaluation results between an agency that received full funding and the Weingart Center proposal score. There was further discussion about Weingart Center's program design and outcomes.

Commissioner Ollague recommended that the item be tabled and revisited at the meeting of the full Commission after speaking with County Counsel.

Public Speaker: Tanya Humphrey, SRO Housing, Assoc. Admin., Contracts/Grants

Ms. Humphrey asked if all of the proposers' scores would be revisited at the meeting of the full Commission. She stated a concern about the integrity of the quality evaluation process, were this to happen.

Motion: This item was tabled, to be heard at the meeting of the full Commission on Friday, February 26, 2010.

Action: No action was taken.

6.0 **Approve the release of the 2010 Targeted Supportive Housing Program (SHP) – North Hollywood Request For Proposals (RFP).**

Stephen Lytle, Funding Manager, gave the report:

- One project is available for funding under this RFP. The project was awarded funding under HUD's SuperNOFA process and was operated from its inception by a project sponsor that is no longer able to operate the program. A temporary project sponsor will operate the program in the short term until a replacement project sponsor can be identified and contracted to operate the program on a permanent basis.
- LA Family Housing is the current temporary operator; this RFP will procure a permanent replacement sponsor. Because the award was originally granted under a competitive bid process and funded on the basis of the application submitted during the SuperNOFA year, the project available under this RFP must conform to existing specific project requirements and to the existing project budget.

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

Motion: It was moved by Commissioner Murray and seconded by Commissioner Ollague to approve the release of the 2010 Targeted Supportive Housing Program (SHP) – North Hollywood Request For Proposals (RFP).

Action: The motion passed unanimously.

7.0 **Approve the release of the 2010 Independent Living Program (ILP) Request For Proposals (RFP).**

Stephen Lytle, Funding Manager, gave the report:

- This RFP and the housing funds distributed under it will be administered by LAHSA under contract with the Los Angeles County Community Development Commission (CDC) in partnership with the Los Angeles County Probation Department (Probation) and The Los Angeles County Department of Children and Family Services (DCFS). DCFS and Probation both provide foster care services to youth and establish programs and policies to meet the needs of those youth.

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

Motion: It was moved by Commissioner Murray and seconded by Commissioner Ollague to approve the release of the 2010 Independent Living Program (ILP) Request For Proposals (RFP).

Action: The motion passed unanimously.

8.0 **Public Participation**

There were no requests for public participation.

Adjournment

The meeting was adjourned at 11:17 a.m.