

LOS ANGELES HOMELESS SERVICES AUTHORITY
COMMISSION

Item 1.1

Minutes of Commission
March 28, 2008

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 9:10 a.m. by Larry Adamson, Chair.

ATTENDANCE

LAHSA Commissioners Present:

Douglas Mirell	Owen Newcomer
Louisa Ollague	Howard Katz
Ramona Ripston	Larry Adamson

LAHSA Commissioners Absent:

Antonio Manning	Rebecca Avila
Rev. Cecil. L. Murray	

Attorneys Present:

Teresa Lujan, City Attorney

LAHSA Staff:

Rebecca Isaacs, Executive Director
Michael Arnold, Chief Operating Officer
Steve Andryszewski, Chief Financial Officer
Victoria Saenz-Brown, Fiscal Monitoring & Compliance Office
David Martel, Contracts Unit Manager
Carletta Woods, Contracts Unit Manager – Outcomes
Frances Hutchins, Policy and Planning Analyst
Mykisha Thomas, Executive Assistant

CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

Roll was called and a quorum was established at 9:10 a.m.

1.0 **CONSENT CALENDAR**

1.1 **REVIEW COMMISSION MINUTES FROM FEBRUARY 22, 2008**

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

MOTION: It was moved by Commissioner Newcomer and seconded by Commission Mirell to approve the minutes.

ACTION: The motion passed unanimously.

2.0 **UPDATES FROM CITY, COUNTY AND HUD PARTNERS**

There were no updates.

3.0 **EXECUTIVE DIRECTOR REPORT**

Rebecca reported on her meeting with the Homeless Funders Group, a philanthropy group that collaborates and coordinates around homeless issues. She was asked to represent LAHSA as part of the group. She is also part of a group working on the City/County NOFA for housing and service.

Rebecca commended the Policy and Planning department for their work with on the Housing Element policy and Section 8 regulations.

The Winter Shelter Program closed and was successful. An internal work group has been formed to look at better planning for the program, including, siting, transportation and funding. Staff is also working on a policy for the use of left over funding from each program year.

LAHSA staff assisted with planning and conducting the Hollywood count.

LAHSA has hosted a series of brown bag lunch meetings with various elected officials, partnering agencies and academics regarding housing and homelessness.

Rebecca has been working with the Gateway Cities and San Fernando Valley on helping them coordinate a Council of Governments (COG).

4.0 FINANCE, CONTRACTS AND GRANTS MANAGEMENT COMMITTEE REPORT

Steve Andryszewski reported that the cash balances were approximately \$1.9 million, accounts receivable were approximately \$1.6 million and the accounts payable were approximately \$2.7 million. Lastly, the Budget vs. Actual showed that LAHSA had an under spent balance of approximately \$464,000. Although the funding was for a full year, LAHSA did not receive confirmation of the funding until October 2007, which resulted in a slower than expected personnel ramp up.

Victoria Saenz-Brown reported that fiscal monitoring has been underway since November 2007. LAHSA is dedicated to meeting its goal of full fiscal monitoring by June 2008. To help it that effort, LAHSA has enlisted the assist of two outside audit firms to perform monitoring beginning in April. So far there have been no severe findings.

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

5.0 FISCAL POLICY REVIEW AND APPROVAL

Steve Andryszewski provided a revised accounts payable policy for board review and approval. He discussed the variances between LAHSA's current and proposed accounts payable policy. He indicated that the procedure was updated to account for invoices as soon as they arrived in office.

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

MOTION: It was moved by Commissioner Newcomer and seconded by Commission Katz to approve the accounts payable policy.

ACTION: The motion passed unanimously.

6.0 UPDATE ON 2008 -2009 COUNTY GENERAL FUND BUDGET SUBMISSION

Steve Andryszewski gave an overview of LAHSA budget submission to the City and County. The presentation included a look at LAHSA's history and function, 2007-2008 budget achievements and 2008-2009 goals.

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

7.0 AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATED AND EXECUTE A THREE-WAY MEMORANDUM OF UNDERSTANDING AGREEMENT IN AN AMOUNT NOT TO EXCEED \$2,435,102 WITH THE CITY REDEVELOPMENT AGENCY (CRA), THE LOS ANGELES HOUSING DEPARTMENT (LAHD) AND LAHSA TO FUND THE OPERATION OF SEVERAL HOUSING AN SERVICES PROGRAMS FORMERLY FUNDED BY CITY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS

Christine Mirasy-Glasco reported that the City of Los Angeles received a 21% reduction in its allocation of CDBG funds for program year 2008-09. As a result, the Mayor directed the CRA to identify funds in the amount of \$2,435,102 to fund several homeless programs administered by LAHSA. The CRA identified \$2,435,102 in tax increment funds to fund the following programs: Emergency Shelter and Services, Beyond Shelter – Assistance to Families on Skid Row, Central City East Sanitation Project and Year Round Program – Downtown. A three-way MOU between the CRA, LAHD and LAHSA for the period of April 1, 2008 through March 30, 2009 is necessary to implement this agreement.

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

MOTION: It was moved by Commissioner Newcomer and seconded by Commission Katz to approve staff's recommendation.

ACTION: The motion passed unanimously.

8.0 DE-OBLIGATE FUNDING IN THE AMOUNT OF \$165,294 AWARDED TO GAY & LESBIAN ADOLESCENT SOCIAL SERVICES, INC. (GLASS) UNDER THE 2007 TARGETED INDEPENDENT LIVING PROGRAM (ILP)

Christine Mirasy-Glasco reported that in December 2007, the Commission voted to award a conditional award to GLASS under the 2007 Targeted Independent Living Program. The award was contingent on GLASS resolving within sixty days, all the fiscal findings identified during a joint monitoring between the Community Development Commission (CDC) and LAHSA as well as a recent monitoring visit conducted by LAHSA. As of March 21, 2008, these findings had not been resolved. As a result, LAHSA recommended that the award be rescinded and funds deobligated and returned to the County of Los Angeles for reprogramming.

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

MOTION: It was moved by Commissioner Katz and seconded by Commission Newcomer to approve staff's recommendation.

ACTION: The motion passed unanimously.

9.0 **APPROVE RELEASE OF 2008 STREETS OR SERVICES (SOS) EXPANSION PROGRAM REQUEST FOR PROPOSALS (RFP)**

Christine Mirasy-Glasco reported that the diversion program was conducted jointly by LAPD, PATH and the City Attorney's office. The program offers homeless individuals the opportunity to complete a 21-day diversion program in lieu of jail. There are dedicated beds for the program, that could house participants 21-days or more should they chose to stay in the program.

Public Speaker(s): Janet Kelly

MOTION: It was moved by Commissioner Newcomer and seconded by Commission Ripston to approve staff's recommendation.

ACTION: The motion passed unanimously.

10.0 **APPROVE RELEASE OF 2008 CALWORKS EMERGENCY SHELTER SERVICES (ESS) PROGRAM REQUEST FOR PROPOSALS (RFP)**

Christine Mirasy-Glasco reported that the DPSS funded program is for emergency shelter for CalWorks families for 120-days.

Commissioner Ollague expressed concerns that DPSS has not conducted a program assessment.

Commissioner Katz stated that the RFP contain a provision that agencies may be required to adhere to the policies that are adopted based on further assessment of the program.

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

MOTION: It was moved by Commissioner Katz and seconded by Commission Newcomer to approve staff's recommendation with Commissioner Katz' caveat.

ACTION: The motion passed with six ayes and one abstention.

11.0 **UPDATE ON 2008-2009 CDBG FUNDING**

Christine Mirasy-Glasco stated that this item was contingent on Item 7.0 and therefore did not need to be discussed.

12.0 **UPDATE ON 2007-2008 WINTER SHELTER PROGRAM**

David Martel gave an overview of the Winter Shelter Program that began December 1, 2007 and ended March 15, 2008. The overall occupancy rate was 76%. The areas with the highest occupancy rates were East San Gabriel Valley, Lancaster and South Los Angeles. While the lowest occupancy rates were in Sylmar and Long Beach.

The most serious program challenges were the funding which included, level funding for the past four years, numerous sources and many restrictions. Some of the other challenges included a lack of facilities and sites, as well as the increasing cost of providing transportation to sites.

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

13.0 **PROGRAM PERFORMANCE UPDATE**

Carletta Woods gave an overview of the outcomes data from the Transitional housing, emergency and year round shelters. The data was self reported from the programs.

The emergency shelters served approximately 6,000 people, of those, 22% were placed in housing and of them 69% remained housed. On the transitional side, approximately 600 people were served, of them 29% were placed in permanent housing and of at 28% remained for six months. In the 24-hour shelters, 52% were placed in housing and of that 75% retained that housing.

The next step is to talk to agencies that are performing well to see if their success can be translated to help other programs.

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

14.0 POLICY & PLANNING UPDATE

Fran Hutchins reported the LAHSA was asked to review Proposition 98 and take a position on it. Proposition 98 is a ballot initiative dealing with eminent domain. The proposition seeks to amend the State Constitution to limit the government's use of eminent domain and to phase out existing and prohibit future rent control laws. Passing of this proposition would result in a loss of affordable housing and may result increased homelessness.

It is LAHSA's position to oppose Proposition 98.

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

MOTION: It was moved by Commissioner Newcomer and seconded by Commission Ripston to approve staff's recommendation.

ACTION: The motion passed unanimously.

15.0 PUBLIC PARTICIPATION

Janet Kelly stated that Project YIMBY's count was an effort to get some indication of the number of homeless people in Hollywood. They received help from IURD and LAHSA.

Robert Morris asked if there was a program the informed tenants of their rights, because landlords take advantage of tenant's ignorance.

ADJOURNMENT

The meeting was adjourned at 11:38 a.m.