



# 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 March 26, 2010

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

#### Attendance:

#### LAHSA Commissioners Present:

Larry Adamson  
 Moctesuma Esparza  
 Howard Katz  
 Douglas Mirell  
 Owen Newcomer  
 Ramona Ripston

#### LAHSA Commissioners Absent:

Antonio Manning  
 Cecil L. Murray  
 Louisa Ollague

#### Attorneys Present:

Teresa Lujan, City Attorney

#### LAHSA Staff:

Steve Andryszewski, Chief Financial Officer  
 Michael Arnold, Executive Director  
 Geoffrey Emery, Director of Programs  
 Erin Hollander, Board Liaison  
 Stephen Lytle, Funding Manager  
 Michael Nailat, Outcomes Unit Manager  
 Mark Silverbush, Policy & Planning Analyst  
 Lisa Snyder, Senior Policy & Planning Analyst  
 Clementina Verjan, Planning Manager

#### Call to Order/Roll Call/Establishment of Quorum

Roll was called and quorum was established at 9:12 a.m.

#### 1.0 Review and approve Commission minutes from February 26, 2010.

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

**Motion:** It was moved by Commissioner Ripston and seconded by Commissioner Newcomer to approve the minutes.

**Action:** The motion passed unanimously.

#### 2.0 Consent Calendar

**2.1 Authorize the Executive Director to enter into agreements with the City of Los Angeles Housing Department for funding allocated to LAHSA for the 36<sup>th</sup> Consolidated Plan Year 2010-2011 (April 1, 2010 to March 31, 2011) as listed in the attachment.**

**2.2 Authorize the Executive Director to enter into renewal of contracts listed in attachment, subject to funding to be allocated by the City of Los Angeles to LAHSA for fiscal year 2010-2011, beginning April 1, 2010 and ending March 31, 2011.**

**2.2.1 Authorize the Executive Director to appropriately reduce the amount of compensation, or reduce the number of contracts in item 2.2, based on award amount granted by the City of Los Angeles, to ensure that the funding award does not exceed funding provided.**

**2.3 Authorize the Executive Director to amend existing City Year Round Program (YRP) and New City Emergency Program (NCEP) and County Independent Living Program (ILP) and Emergency Shelter Services (ESS) contracts as listed in the attachment.**

**2.4 Ratify the Executive Director's action terminating Contract Number 2009CDBG19 for convenience.**

**2.4.1 Authorize the Executive Director to reallocate the remaining funds from said contract (item 2.4) to the City Community Development Block Grant (CDBG) contracts listed in attachment 2.4.**

**2.5 Authorize the Executive Director to enter into the purchase and sale agreement with St. John's Well Child and Family Center for the sale of the LAHSA owned property located at 818, 834, and 840 W. 58<sup>th</sup> Street, Los Angeles and remit the net proceeds to the Community Development Department of the City of Los Angeles per City Council motion 07-1851, dated June 8, 2007.**

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

**Motion:** It was moved by Commissioner Newcomer and seconded by Commissioner Mirell to approve the consent calendar.

**Action:** The motion passed unanimously.

### **3.0 Executive Director's Report**

Michael Arnold, Executive Director, gave the report:

- **Section 8 Voucher Program:** in March 2010, the Los Angeles County Board of Supervisors considered amendments to the current Housing Authority of the County of Los Angeles (HACoLA) Section 8 administrative regulations that would effectively eliminate any possible future use of federal Section 8 vouchers to provide permanent supportive housing for homeless individuals with severe mental disabilities and/or addiction disease. Michael Arnold commended the efforts of the Commissioners and Supervisors which resulted in HACoLA pulling the troubling provisions.
- **2009 and 2010 SuperNOFA:** The Department of Housing and Urban Development (HUD) has not yet announced the 2009 New Project Competition Awards. LAHSA has approximately \$11.2M in projects submitted with the application, and staff anticipates that HUD should announce the new project awards this spring. LAHSA has begun the 2010 SuperNOFA application process and is coordinating meetings throughout the Continuum of Care (CoC) to discuss each area's project priorities. LAHSA is actively soliciting coalitions and collaborative involvement in establishing priorities to drive the RFP process. The expected filing date for the 2010 SuperNOFA is during June.

### **4.0 Report on status of Winter Shelter Program (WSP).**

Geoffrey Emery, Director of Programs, gave the report:

- The WSP began on December 1, 2009 and ended on March 11, 2010.
- There was a presentation on the progress of the program throughout the season with a brief discussion about shelter capacity and case management. In addition, there was a photo presentation of two WSP facilities.

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

**5.0 Approve the release of the 2010 Year-Round Emergency Shelter Program (YRP) Request For Proposals (RFP).**

Stephen Lytle, Funding Manager, gave the report:

- Under this RFP, approximately \$8,187,762 is available for the program year beginning July 1, 2010 and ending June 30, 2011. Of the total amount available under this RFP, approximately \$1,742,675 will be available for 24-Hour Shelters, and approximately \$6,444,887 will be available for 14-Hour Shelters.
- The initial project term is for the program year beginning July 1, 2010 and ending June 30, 2011.

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

**Motion:** It was moved by Commissioner Newcomer and seconded by Commissioner Esparza to approve the release of the 2010 YRP RFP.

**Action:** The motion passed unanimously.

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

Stephen Lytle, Funding Manager, gave the report:

- On February 19, 2010, LAHSA released the 2010 Targeted SHP – North Hollywood RFP. The RFP made available \$282,734 in SHP funds for one proposing agency to operate the project. The project was originally awarded funding under HUD's SuperNOFA process and was operated from its inception by a project sponsor that is no longer able to operate it. The funding award to a permanent replacement sponsor under this RFP is subject to final approval by HUD. The project provides transitional housing and supportive services to homeless women with children in the North Hollywood area of the City of Los Angeles.
- In response to the RFP, two proposals were received prior to the deadline, and were reviewed for satisfaction of the threshold criteria. One of the two proposals passed threshold and moved on to quality review.

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

**Motion:** It was moved by Commissioner Newcomer and seconded by Commissioner Ripston to approve the threshold evaluation results of the 2010 Targeted SHP – North Hollywood RFP.

**Action:** The motion passed unanimously.

**7.0 Approve the quality evaluation results and hear potential appeals of the 2010 Targeted Supportive Housing Program (SHP) – North Hollywood Request For Proposals (RFP).**

Stephen Lytle, Funding Manager, gave the report:

- This item was heard in conjunction with item 6.0.
- The proposal submitted by LA Family Housing successfully passed threshold review and was reviewed for quality. The proposal scored above 75 during the quality evaluation and was recommended for funding.
- There was a brief discussion regarding the staff recommendation of the quality evaluation results.

**Public Speaker(s):** Stephanie Klasky-Gamer, President /CEO LA Family Housing  
Ms. Klasky-Gamer gave a brief status update on the program.

**Motion:** It was moved by Commissioner Ripston and seconded by Commissioner Newcomer to approve the quality evaluation results of the 2010 Targeted SHP – North Hollywood RFP.

**Action:** The motion passed unanimously.

**8.0 Approve 2010-2011 LAHSA program performance outcome goals.**

Michael Nailat, Outcomes Unit Manager, gave the report:

- There was a presentation on revisions made to the 2009-2010 performance target goals based on a review of current performance implementations, feedback from LAHSA-funded agencies, and general observations about programs performance.
- Main revisions include: (1) increased thresholds and clearer criteria for measuring housing stability, (2) standardization of thresholds within program types, (3) increased focus on target populations and (4) a new performance target for measuring placement into affordable housing programs.

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

**Motion:** It was moved by Commissioner Ripston and seconded by Commissioner Mirell to approve the 2010-2011 LAHSA program performance outcome goals.

**Action:** The motion passed unanimously.

**9.0 Authorize the Executive Director to amend contract 2009NCEP03 with LAMP Community, Inc. to increase funding by \$122,000 for the New City Emergency Program year 2009-2010.**

David Martel, Programs Unit Manager, gave the report:

- In a recent Community Based Development Organizations (CDBO) Request For Proposals (RFP) conducted by LAHSA, LAMP Community, did not receive renewal funding. LAMP is seeking other funding opportunities to continue housing 24 chronically homeless persons with severe and persistent mental illnesses.
- In February 2010, the LAHSA Commission directed staff to assist LAMP in obtaining gap funding from April 1, 2010 to June 30, 2010.
- There was a brief discussion about additional funding sources.

**Public Speaker(s):** Christy Miller, LAMP member

Ms. Miller shared the positive impact of LAMP Community in her own life and requested that the organization continue to be funded so it can continue its important work.

**Motion:** It was moved by Commissioner Ripston and seconded by Commissioner Mirell to authorize the Executive Director to amend contract 2009NCEP03 with LAMP Community, Inc. to increase funding by \$122,000 for the New City Emergency Program year 2009-2010.

**Action:** The motion passed unanimously.

Michael Arnold, Executive Director, acknowledged David Martel's long tenure and support of LAHSA and wished him well as he leaves LAHSA to begin work with Pacific Clinics.

**10.0 Authorize the Executive Director to purchase systems furniture for LAHSA administrative office space, pursuant to parameters as listed in the attachment.**

Geoffrey Emery, Director of Programs, gave the report:

- The existing LAHSA office site lease at 453 S. Spring Street expires on June 30, 2010.
- In preparation for either renovation of the existing office space or relocation, LAHSA staff has completed space plans and inventoried existing furniture to determine the type and quantity of system furniture necessary to accommodate all employees with adequate work environments.
- There was a presentation of refurbished, administrative office space furniture.

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

**Motion:** It was moved by Commissioner Newcomer and seconded by Commissioner Esparza to authorize the Executive Director to purchase systems furniture for LAHSA administrative office space, pursuant to parameters as listed in attachment.

**Action:** The motion passed unanimously.

**11.0 Federal, State and local policy updates.****11.1 Presentation of draft 2010 Local, State and Federal Legislative Priorities.**

Mark Silverbush, Policy & Planning Analyst, gave the report:

- By advocating for new legislation, programs and funding that fall within these categories, LAHSA will more effectively support the Los Angeles Continuum of Care in meeting the goals and objectives set forth by the Department of Housing and Urban Development.
- There was a brief presentation of the 2010 Legislative Priorities: (1) Reduce chronic homelessness. (2) Decrease family homelessness. (3) Increase housing stability. (4) Prevent homelessness. (5) Advocate for better intergovernmental coordination. (6) Reduce barriers that maintain and promote homelessness. (7) Increase employment outcomes.
- LAHSA staff solicited feedback from the Commission and plans to meet with the City and County to ensure that the legislative priorities are aligned with the Continuum goals.

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

**12.0 Report on status of specific policy and planning projects.****12.1 Report on status of 2010 U.S. Census Homeless Plan.**

Mark Silverbush, Policy & Planning Analyst, gave the report:

- The U.S. Census Bureau will count the homeless population over a three day period: March 29, 30 and 31.
- LAHSA is working with the City and County to provide technical assistance in order to improve the homeless counting efforts. In addition, LAHSA staff will be conducting monitoring of the Census Bureau's efforts to better understand and document how the homeless population is counted.
- There was a brief discussion about the fiscal impact of undercounting the homeless: for each uncounted homeless person, it costs \$1200-1700 in federal dollars per person, per year. In addition, there was discussion about how the U.S. Census Count of the homeless compares to LAHSA's Greater Los Angeles Homeless Count.

**Public speaker:** Brenda Wilson, CEO of New Image Emergency Shelter for the Homeless  
Ms. Wilson discussed the problems related to census undercounting and her agency's efforts to support LAHSA.

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

**12.2 Report on County of Los Angeles Housing Authority Section 8 Administrative Plan changes.**

Clementina Verjan, Planning Manager, gave the report:

- There was a presentation of the Housing Authority of the County of Los Angeles (HACoLA) administrative plan changes, including:
  - A proposed new "one strike" rule for missed appointments or deadlines for delivering documents, imposed on both applicants and participants in the Section 8 Program.
  - Extending from three years to five years the "look back" period for excluding persons deemed to have engaged in "drug related criminal activity" or "violent criminal activity," beginning the exclusion period from the end of incarceration, during which period the individual cannot have a single arrest or conviction (other than minor traffic violations).
- The LAHSA Commission had previously recommended removing these changes from the submission to HUD and the effort was successful. LAHSA sent letters to the County Board of Supervisor with this recommendation.
- HACoLA will hold community meetings in the spring and will bring their findings to the Supervisors their findings in June, 2010.

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

**13.0 Report on Finance, Contracts & Grants Management Committee Meeting of January 20, 2010.**

Commissioner Mirell gave the report:

- Aged Payables:
  - 1-30 days past due amount relates to Women's Care Cottage which closed its operation in February of this year. To date, all monitoring is complete and outstanding balances, less monitoring disallowances, have been paid.
  - 31-60 days past due amount relates to a Shelter Partnership contract. LAHSA executed an amendment to the contract and the amount has been paid.
  - 90 days past due amount relates to the U.S. Veterans' Initiative. LAHSA met with HUD and has identified savings from LAHSA's Supportive Housing Programs to be made available to cover the outstanding \$129K balance due.

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

**14.0 Public Participation**

There were no requests for public participation.

**15.0 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.**

**16.0 Report on Closed Session.**

Commissioner Katz, Chair gave the report:

- No reportable action at this time.

**Adjournment**

The meeting was adjourned at 10:55 a.m.