



Los Angeles Homeless Services Authority

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

MINUTES OF THE

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

Held May 20, 2010

The Los Angeles Homeless Services Authority Finance, Contracts & Grants Management Committee Meeting, held in the LAHSA Administrative Office located at 453 S. Spring Street, 12th Floor, Los Angeles, California, was called to order at 2:04 p.m. by Douglas Mirell, Chair.

Attendance

LAHSA Commissioners Present:

Douglas Mirell
Larry Adamson
Ramona Ripston

LAHSA Commissioners Absent:

Moctesuma Esparza

LAHSA Staff:

Steve Andryszewski, Chief Financial Officer
Erin Hollander, Board Liaison

CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

Roll was called and quorum was established at 2:05 p.m.

1.0 Review of Minutes held April 15, 2010.

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

Motion: Commissioner Ripston moved and Commissioner Mirell seconded approval of the minutes.

Action: The motion passed unanimously.

2.0 Status report on cash balances, accounts receivable, accounts payable & programmatic and administrative YTD budget to actual.

Steve Andryszewski, Chief Financial Officer, reported: 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.

- 90 days past due amount relates to the U.S. Veterans' Initiative outstanding balance of \$129, 651. LAHSA staff continues to monitor and work to resolve the issue.

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

3.0 Authorize the Executive Director to enter into an agreement to renew the line of credit with National Bank of California for an amount not to exceed \$1 million.

Steve Andryszewski, Chief Financial Officer, gave the report:

- LAHSA's line of credit for \$1 million with National Bank of California (NBC) will expire in June 2010. LAHSA staff requested approval from the Commission for the Executive Director to renew the line of credit for a one year term.
- The requirements and approval limits for the use of the line of credit originally authorized by the commission remain unchanged.
- There was a brief discussion regarding specific uses of the line of credit.

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

Motion: Commissioner Adamson moved and Commissioner Ripston seconded the approval to authorize the Executive Director to enter into an agreement to renew the line of credit with National Bank of California as presented.

Action: The motion passed unanimously.

4.0 Report on Line of Credit Usage.

Steve Andryszewski, Chief Financial Officer, gave the report:

- Due to a delay in the receipt of administrative funding authorized by the City of Los Angeles for grants with effective start dates of April 1, 2010, LAHSA drew down \$105,000 on its line of credit (LOC) to cover essential LAHSA operating costs. LAHSA will pay down this balance within 24 hours of adequate grant funding being received and continue to report back to the Commission on any balances outstanding over 30 days.

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

5.0 Update on status of HUD-OIG Audit of U.S. Vets.

Steve Andryszewski provided a status report on audits of a LAHSA funded agency conducted by the Office of Inspector General (OIG), which is the auditing arm of the U.S. Department of Housing and Urban Development (HUD):

U.S. Veterans' Initiative

- The audit report was released in September 2004. The liability resulting from the audit was approximately \$300,000.
- U.S. Vets is currently remitting monthly payments to HUD in the amount of \$2,000 and fully expects to retire the liability in full by spring 2013. Currently, the balance is \$72K.
- LAHSA will continue to monitor the situation to ensure payments are being remitted in a timely manner.

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

6.0 Authorize the Executive Director to enter into agreements with agencies listed in the attachment, subject to funding being allocated by the Cities of Alhambra and Huntington Park to LAHSA for services under the Homeless Prevention and Rapid Re-Housing Program (HPRP).

Steve Andryszewski, Chief Financial Officer, gave the report:

- The Cities of Alhambra and Huntington Park received HPRP funding directly from HUD. Funding for both cities is being administered by LAHSA.
- Both cities made the choice last fall to participate in the Program being offered by the County of Los Angeles. After an initial period of time, these cities determined that the broad design of the County's program was not meeting the needs of their residents.
- With assistance from LAHSA, both cities have re-procured this program and have selected new service providers. The City of Alhambra selected People Assisting the Homeless (PATH) and the City of Huntington Park has selected Volunteers of America (VOA).

- LAHSA staff requested that the Committee authorize the Executive Director to enter into contracts with the PATH and VOA.
- There was a discussion regarding the overall success rate of the Program in the entitlement cities.

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

Motion: Commissioner Adamson moved and Commissioner Ripston seconded the approval to authorize the Executive Director to enter into agreements with agencies as presented.

Action: The motion passed unanimously.

6.0 Public Participation

There were no requests for public participation.

Adjournment

The meeting adjourned at 2:32 p.m.