



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 May 28, 2010

The Los Angeles Homeless Services Authority Commission meeting, held in the LAHSA office, located at 453 S. Spring Street, 12th floor, Los Angeles, California, was called to order at 9:07 a.m. by Commissioner Katz, Chair.

Attendance:

LAHSA Commissioners Present:

Larry Adamson
Howard Katz
Antonio Manning
Douglas Mirell
Cecil L. Murray
Ramona Ripston

LAHSA Commissioners Absent:

Moctesuma Esparza
Owen Newcomer
Louisa Ollague

Attorneys Present:

Teresa Lujan, City Attorney

LAHSA Staff:

Steve Andryszewski, Chief Financial Officer
Michael Arnold, Executive Director
Scott Chamberlain, Funding Manager
Geoffrey Emery, Director of Programs
Erin Hollander, Board Liaison
Helen Lee, Funding Supervisor
Jeanette Rowe, Director of Homeless Services

Call to Order/Roll Call/Establishment of Quorum

Roll was called and quorum was established at 9:07 a.m.

1.0 Review and approve Commission minutes from March 26, 2010.

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

Motion: It was moved by Commissioner Mirell and seconded by Commissioner Manning to approve the minutes.

Action: The motion passed unanimously.

2.0 Consent Calendar

2.1 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.

2.2 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 Homelessness Prevention and Rapid Re-Housing Program (HPRP).

2.3 Approve the quality evaluation results of the 2010 Independent Living Program (ILP) Request For Proposals (RFP) and authorize the Executive Director to enter into contracts with select agencies as listed in attachment.

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

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

Action: The motion passed unanimously.

3.0 Executive Director's Report

Michael Arnold, Executive Director, gave the report:

- **Homeless Prevention and Rapid Rehousing Program (HPRP):** Both the County and City's Programs have been launched. LAHSA is assisting the Cities of Alhambra and Huntington Park to reprocur service agencies for HPRP. They originally opted into the County plan, have elected to withdraw and are currently working with LAHSA to select agencies within their cities.
- **2010 SuperNOFA:** HUD issued preliminary guidelines for the 2010 SuperNOFA, and LAHSA has solicited proposals for projects aligned with HUD priorities which include chronically homeless, families and veterans. The Continuum registration process will be completed as of today, and the actual NOFA is expected to be issued in mid June.
- **Continuum Engagement:**
 - LAHSA continues to prepare for SuperNOFA by meeting with coalitions and Councils of Government (CoGs) to talk about funding opportunities that SuperNOFA provides, to solicit input and to support the communities in prioritizing projects.
 - Mr. Arnold attended a Faith Matters Conference with Commissioner Murray to discuss the importance of the faith community in helping to reduce and end homelessness in Los Angeles.
 - LAHSA continues to actively participate in the San Gabriel Valley Homeless Plan implementation workgroup. To support implementation of the Regional Plan, LAHSA will add a staff member to the Policy & Planning Department who will serve as Executive Director to the San Gabriel Valley Coordinating Council. The position is being funded by the County. LAHSA will also serve as fiscal agent for the region.
 - LAHSA is participating with the Los Angeles Unified District to better integrate access to programs and services with households identified as homeless in schools.
- **Advocacy and Policy:**
 - Mr. Arnold attended the National Alliance to End Homelessness Leadership Council of Cities in Washington, D.C. and met with national legislative leader offices and national HUD leaders.
 - LAHSA was asked to join the United Way's sponsored Business Leaders Taskforce on Homelessness.
- **LAHSA Operations:** The Los Angeles Continuum's HMIS continues to build on its momentum in getting shelters, and outreach components on-line.

4.0 Approve the quality evaluation results and hear potential appeals of the 2010 Year-Round Program (YRP) Emergency Shelter and New City Emergency Program (NCEP) Request For Proposals (RFP) and authorize the Executive Director to enter into contracts with select agencies as listed in attachment.

Scott Chamberlain, Funding Manager, gave the report:

- On March 26, 2010, LAHSA released the 2010 Year-Round Emergency Shelter Program RFP. In response to the RFP, 15 proposals for Part A: 24-Hour Shelters and 8 proposals for Part B: 14-Hour Shelters, for a total of 23 proposals were received prior to the deadline.
- The 23 proposals were reviewed for satisfaction of the threshold criteria as specified in the RFP, of which, 21 proposals passed threshold and were moved to quality review.
- This RFP made available approximately \$8,187,762 in funding from the City of Los Angeles. Approximately \$1,742,875 will be available for 24-hour shelters under Part A of this RFP, and approximately \$6,444,887 will be available for 14-hour shelters under Part B of this RFP.

- LAHSA staff gave a brief overview of the quality evaluation and ranking process, as well as presented staff recommendations for funding.
- LAHSA received formal appeals from three agencies: (1) Weingart Center Association (2) People Helping People and (3) SRO Housing.

Weingart Center Association

Appeal (1) This appeal claims that the RFP never suggested that LAHSA might change the nature of the proposed program type from Part A (24-hour) to Part B (14-hour).

Staff response: LAHSA retains broad discretion in making final awards, and preservation of bed capacity is important. As stated in the quality results memo, funding under Part B was reserved to fund families and other special needs populations in the City of Los Angeles. Due to limited funding, LAHSA funded all shelters serving singles/individuals at the 14-hour shelter rate. Additionally, Section 8.L. of the RFP states that LAHSA reserves the right to negotiate services and costs with proposers, including revision of program design as necessary to better meet LAHSA, City of Los Angeles, County of Los Angeles, or HUD requirements. While we are sensitive to the impacts on programs not receiving the full amount of the proposed funding through the procurement process, LAHSA has a fiduciary duty to follow established procedures and to ensure funding is being invested effectively and efficiently to achieve the desired results.

Appeal (2): The appeal claims that if the funding rate is changed from the 24-hour shelter rate to the 14-hour shelter rate (a reduction of \$198,925), it will preclude Weingart from serving the full 66 bed capacity. Weingart states that they are not able to operate their current program design with job placement and intensive support, at the 14-hour shelter funding rate. Weingart requests a restoration of the full funding request (\$602,250), or requests the reduction of the bed numbers from 66 14-hour beds to 53 24-hour beds.

Staff response: As stated in the Quality Review memo, LAHSA has reserved the limited funding under Part A: 24-hour shelters for family programs and programs serving special needs populations. Under the 14-hour program, program requirements will be reduced according to RFP Section 3. Increasing Weingart's funding to 24 hour shelter rates would mean fewer beds serving singles/individuals, thus reducing bed numbers under this RFP.

Staff recommendation: Staff review of the appeals does not reveal any procedural errors in the review and scoring of the application, and recommends the appeals be denied.

Public Speaker: Troy Vaughn, Vice President of Community Development and Public Policy, Weingart Center Association

Mr. Vaughn expressed concern regarding the reclassification of Weingart's proposal: changed from a 24-hour shelter to a 14-hour shelter proposal. Based on their proposal, the facility is not equipped for a 14-hour shelter model; the first come, first serve requirement would prevent Weingart from providing effective services. There was a brief discussion in the discrepancy in the amount of funding and a question about surplus dollars.

Staff response: Steve Andryszewski, Chief Financial Officer outlined the allocations of the funding, noting that vouchers and program supplies are not included in the amounts awarded.

Public Speaker: Monica Waggoner, Director, Foundations & Corporate Giving, Weingart Center Association

The response LAHSA made to the Weingart appeal stated that Weingart requests restoration of the full funding request of \$602,350. This request was not made. Weingart is requesting that they be allowed to provide a 24-hour program as the facility is equipped for. Additionally, the program requires that these beds are allocated on a first come, first serve basis with no reservation of beds. Ms. Waggoner noted that during the RFP procurement process in February 2010, this program lost funding for 82 beds. Weingart is currently applying for an increased number of beds under this proposal in an effort to replace beds that were lost in the prior proposal.

People Helping People

Appeal (1): Concern regarding LAHSA's recommendation for funding amidst the longevity of their program and excellence of their outcomes.

Staff response: LAHSA acknowledges its long term collaboration and partnership with People Helping People. LAHSA has followed standard procedures for quality review of proposals; there were insufficient funds to fully fund the proposed project. Appeal (2): Concern regarding LAHSA's scoring of past performance for new programs that were not operating during the 2008-2009 year.

Staff response: Attachment 7 of the RFP requests proposers to demonstrate their prior successful experience in meeting outcomes in programs serving homeless persons. If the agency is proposing a new program, they can submit their experience running similar programs for homeless persons.

Appeal (3): Concern regarding the negative impact and loss of the program as a consequence of our funding recommendation.

Staff response: While LAHSA is sensitive to the negative impacts on programs losing funding through the procurement process, the purpose of a periodic procurement process is to ensure funding is being expended effectively and efficiently. LAHSA has a fiduciary duty to follow established procedures and to ensure a fair, open process for procuring service providers for the funds it manages for its funders, and a responsibility to ensure funds invested achieve the desired results. LAHSA has followed our standard, consistent process based on the processes outlined in our RFP.

Appeal (4): Concern regarding awarding funds to organizations for new and additional beds.

Staff response: People Helping People submitted a process appeal based on LAHSA's recommendation to award new, additional beds through this competitive process. According to the RFP Section 3.1, LAHSA will provide funding for both "new" and "expiring" emergency shelter beds. As stated in Section 5.2 of the RFP, in determining the final rank order, LAHSA reserves the right to adjust the rank order to address geographic need, parity, and population(s) served.

Staff recommendation: Staff review of the appeals does not reveal any procedural errors in the review and scoring of the application, and recommends the appeals be denied.

Public Speaker: Harrison Soberanis, Founder and Executive Director of People Helping People
Mr. Soberanis expressed concern about the way agencies were evaluated and selected and urged the committee to uphold the appeal submitted by People Helping People.

Public Speaker: Jorge Carrillo, former client of People Helping People
As a former client of People Helping People, Mr. Carrillo spoke about the effectiveness and overall need of the programs and services of the organization.

Public Speaker: Roy Carter, People Helping People
Mr. Carter discussed the agency's performance and the positive effect on clients' lives.

Public Speaker: Ana Carranz, People Helping People
Ms. Carranz spoke about the positive reputation of People Helping People, and spoke on behalf of the clients and employees who benefit from the organization's success.

Public Speaker: Claude King, former client of People Helping People
Mr. King spoke about the personal care and service of the organization, and the difficulties of being homeless. He expressed concern about the potential loss of funding and beds for People Helping People.

Public Speaker: Alexis Soberanis, Co-Founder, People Helping People
Ms. Soberanis discussed the history of People Helping People and the success of the programs and services. She urged the committee to consider the appeal.

Public Speaker: Christine Askew, former client and Family Case Manager, People Helping People
As a former client, Ms. Askew spoke about the need of the PHP program in the homeless community.

SRO Housing Corporation

Public Speaker: Anita Nelson, Executive Director, SRO Housing Corporation
Ms. Nelson asked the Commission to reconsider LAHSA's quality evaluation recommendations. To abruptly eliminate SRO's shelter program would have a domino effect on all agencies in the area that refer homeless individuals to their program. Ms. Nelson asked to continue the needed funding that enables SRO Housing to provide services and keep their doors open. Ms. Nelson indicated that without the funding, two buildings would close.

Public Speaker: John Horne, Director of L.A. Family Housing

Mr. Horne made a general comment regarding L.A. Family Housing's positive relationship with LAHSA and their appreciation of the quality review process. Though L.A. Family Housing applied for funding as a 24 hour program, they are currently funded as a 14-hour shelter but will continue to operate as 24-hour shelter by using additional funding to augment the difference.

Commissioner Katz recommended this item be continued to be heard at a Special Meeting of the Commission on Friday, June 4, 2010; and directed LAHSA staff to report back with additional information.

Motion: It was moved by Commissioner Manning and seconded by Commissioner Adamson to continue this item to a special meeting of the Commission scheduled for Friday, June 4, 2010.

Action: The motion passed unanimously.

5.0 Report on Finance, Contracts & Grants Management Committee Meeting of May 20, 2010.

Commissioner Mirell gave the report:

- 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.
- 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.
- U.S. Veteran's Initiative OIG Audit status update: The audit report was released in September, 2004. The liability resulting from the audit was approximately \$300,000. U.S. Vets entered into a payment agreement with HUD to pay back the liability and 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.

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

6.0 Report on Programs & Evaluation Committee Meeting of May 21, 2010.

Michael Arnold, Executive Director, gave the report:

- There was approval of two action items: (1) Approve quality evaluation results and hear potential appeals of the 2010 Independent Living (ILP) Request For Proposals (RFP), and (2) Approve the threshold evaluation results and hear potential appeals of the 2010 Year-Round Emergency Shelter Program Request For Proposals (RFP).

7.0 Report on Policy & Planning Committee Meeting of May 21, 2010.

Michael Arnold, Executive Director, gave the report:

- No action items to report.

8.0 Update on status of LAHSA's Emergency Response Team's efforts to assist families on Skid Row.

Michael Arnold, Executive Director and 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 on December 2, 2009 at the Union Rescue Mission (URM).
- On December 2, 2009, there were 64 families staying at the URM. LAHSA collaborated with homeless service providers including Ocean Park Community Center (OPCC), Los Angeles Family Housing (LAFH), Beyond Shelter, and Watts Labor Community Action Center (WLCAC) to assist families with motel vouchers and/or emergency shelter or transitional housing placements. Since January, 158 families have left the mission and 136 new families have arrived. LAHSA is continuing to work on minimizing the number of families entering Skid Row that have been referred by agencies and 211. LAHSA's goal is to ensure that families can be supported and served in their own communities.

Public Speaker: Carrie Gatlin-Siqueiros, EIMAGO

Ms. Gatlin-Siqueiros commented on the positive relationship between the Skid Row Assessment Team (SRAT) Team and the LAHSA Emergency Response Team. She discussed LAHSA's role as a referral resource and thanked Jeanette Rowe and her staff for their ongoing efforts.

9.0 Public Participation

There were no requests for public participation.

10.0 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.

Quorum was lost. The Attorney briefed the remaining Commissioners regarding the Coleman lawsuit. No action was taken.

Adjournment

The meeting was adjourned at 10:45 a.m.