



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 July 23, 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 9:04 a.m. by Commissioner Ripston, Chair.

Attendance:

LAHSA Commissioners Present:

Moctesuma Esparza
Howard Katz
Douglas Mirell
Cecil L. Murray
Louisa Ollague
Ramona Ripston

LAHSA Commissioners Absent:

Larry Adamson
Antonio Manning
Owen Newcomer

Attorneys Present:

Teresa Lujan, City Attorney

LAHSA Staff:

Steve Andryszewski, Chief Financial Officer
Michael Arnold, Executive Director
Debra Neal, Administrative Assistant

Call to Order/Roll Call/Establishment of Quorum

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

1.0 Review and approve Commission minutes from June 25, 2010.

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

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

Action: The motion passed unanimously.

2.0 Consent Calendar

2.1 Authorize the Executive Director to enter into a contract with a qualified contractor subject to funding being appropriated by the Fifth Supervisorial District of the County of Los Angeles to relocate the Santa Clarita Winter Shelter Program.

2.2 Authorize the Executive Director to enter into contracts with agencies as listed in Attachment 2.2, subject to funding to be allocated by HUD and the First Supervisorial District of the County of Los Angeles to LAHSA for fiscal year 2010-11 starting July 1, 2010 and ending June 30, 2011. In the event that funding to LAHSA for this period is reduced or not forthcoming, authorize the Executive Director to reduce the amount of compensation or reduce the number of contracts.

2.3 Review and approve LAHSA's policies and procedures.

- **Security of Accounting Data and Records (NEW)**
- **Financial Statements (NEW)**
- **Annual Audit (NEW)**
- **Government Returns and Other Reporting (NEW)**
- **General Cash Management (REVISED)**
- **Cash Receipts (REVISED)**

Commissioner Ollague requested that Items 2.4 and 2.4.1 be removed from the consent calendar to be heard as separate items.

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

Motion: It was moved by Commissioner Mirell and seconded by Commissioner Murray to approve items 2.1, 2.2 and 2.3 of the consent calendar. Item 2.4 and 2.4.1 were removed from the consent calendar to be heard as separate items.

Action: The motion passed unanimously.

2.4 Approve quality review results for the 2010 Permanent Supportive Housing Program (SHP) Request for Proposals (RFP). Proposals passing quality review will move to the next level of review by the Continuum of Care Coordinating Council, which will include ranking of all proposals submitted to LAHSA and those submitted to local Housing Authorities under the 2010 HUD SuperNOFA.

2.4.1 Approve deferral of HMIS scoring for the 2010 Permanent Supportive Housing Program Request For Proposals (RFP) until 24 hours prior to the Continuum of Care Coordinating Council Meeting to rank Los Angeles Continuum of Care (CoC) 2010 SuperNOFA projects. Programs with 75 points or more at that time are approved to move to the next level of review by the Continuum of Care Coordinating Council.

Michael Arnold, Executive Director, provided clarification regarding the actions taken at the Programs & Evaluation Meeting held on June 18, 2010.

- The motion passed by the Programs & Evaluation Committee was (as stated in Item 2.4.1), to extend the date to which agencies could be scored for HMIS compliance until 24 hours prior to the meeting of the Coordinating Council to rate proposals. Any agency that may have been adversely affected by failure to participate in the HMIS system will have an equal opportunity to correct that condition and ask for rescoring, and will be eligible to participate in the next round of ranking for projects for the continuum NOFA.
- Michael Arnold reported to the Commission on the progress of the City of Santa Monica's integration of records into the HMIS system.

Motion: It was moved by Commissioner Katz and seconded by Commissioner Mirell to approve items 2.4 and 2.4.1 of the consent calendar.

Action: The motion passed unanimously.

3.0 Executive Director's Report.

Michael Arnold, Executive Director, gave the report:

- **2010 SuperNOFA:** HUD has not yet released the SuperNOFA for the current year. LAHSA staff is fully prepared and has completed our process of identifying supportive housing program projects for the NOFA.
- **National Alliance to End Homelessness (NAEH) Conference:** There was a report on the national conference in Washington, D.C. attended by the Executive Director and Stephani Hardy, Director of Policy & Planning. Additionally, Michael Arnold reported on the Leadership Council sponsored by NAEH and the Hilton Foundation where leaders assembled to discuss current issues in various cities around the U.S.
- **Continuum Engagement:** LAHSA staff is working with Councilmember Bill Rosendahl's office to create the Streets to Homes Program that focuses on providing safe, identified parking areas where homeless persons can park overnight, receive case management services and be linked into our continuum of care network of services with access to housing.

4.0 Report on Finance, Contracts & Grants Management Committee Meeting of July 15, 2010.

Commissioner Mirell and Steve Andryszewski, Chief Financial Officer, gave the report:

- **Aged Receivables – 31-60 days past due:** Of the \$3.4mm in City of Los Angeles receivables reported at the Finance, Contracts & Grants Management Committee Meeting on July 15, 2010, all but \$250K has been received. Payments have been issued to service providers. LAHSA staff continues to stay in contact with LAHD until the remaining \$250K has been received.
- **Line of Credit:** 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 has drawn down \$594,700 on its line of credit (LOC) to cover essential LAHSA operating costs. LAHSA will pay the outstanding balance on the line of credit in total within 24 hours of when the related funding has been received.
- **Subrecipient Fiscal Monitoring Report:** There was a 40% reduction in high risk agencies over the course of the last three years, and a 244% increase in the number of agencies for which there were no fiscal monitoring findings issued. For the agencies for which findings were issued, the average number of findings was reduced from 4 to 3.5. For 2010-11 fiscal year, it was determined that the fiscal and programmatic monitoring will be consolidated to reduce the administrative burden on agencies.

5.0 Report on Programs & Evaluation Committee Meeting of July 16, 2010.

Commissioner Ollague gave the report:

- The action items associated with Programs & Evaluation Committee were heard and approved in the consent calendar of this morning's Commission meeting
- There was a brief report regarding the status of LAHSA's Emergency Response Team's efforts to assist families on Skid Row. Commissioner Ollague commended LAHSA's Emergency Response Team for assisting these families, providing services and moving them into housing.

6.0 Report on Policy & Planning Committee Meeting of July 16, 2010.

- There were no action items to report.

7.0 Public Participation

Adjournment

The meeting was adjourned at 9:55 a.m.