



# Los Angeles Homeless Services Authority

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

## MINUTES OF THE

### LOS ANGELES HOMELESS SERVICES AUTHORITY PROGRAMS & EVALUATION COMMITTEE MEETING

HELD FRIDAY, SEPTEMBER 18, 2009

The Los Angeles Homeless Services Authority Commission Programs and Evaluation Committee meeting held at 453 S. Spring Street, 12<sup>th</sup> Floor, Los Angeles, California was called to order at 9:08 a.m. by Commissioner Manning.

#### ATTENDANCE

LAHSA Commissioners Present:

Cecil L. Murray  
Antonio Manning (Alternate)

LAHSA Commissioners Absent:

Louisa Ollague  
Owen Newcomer

LAHSA Staff:

Michael Arnold, Executive Director  
Geoffrey Emery, Interim Director of Programs  
Lisa Lubka, Outcomes Specialist  
Mahvish Jafri, Funding Manager  
Erin Hollander, Board Liaison

#### CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

Roll was called and a quorum was established at 9:09 a.m.

#### 1.0 REVIEW AND APPROVE MINUTES OF PROGRAMS MEETING HELD AUGUST 21, 2009

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

**MOTION:** It was moved by Commissioner Murray and seconded by Commissioner Manning to approve the minutes.

**ACTION:** The motion passed unanimously.

#### 2.0 REPORT ON STATUS OF EMERGENCY SHELTER OUTCOMES FOR THE 2008-2009 PROGRAM YEAR

Lisa Lubka, Outcomes Specialist, gave the Performance Outcomes report for Emergency Shelter Programs funded by the City and County of Los Angeles for the 2008-2009 program year.

- The September 2009 report includes data compiled from the Quarterly Reports submitted by agencies receiving funds from the City and County.
- Emergency Shelter Housing Placement and Retention:  
The Housing Placement target is 30% of participants served will be placed in transitional housing and 20% of participants served will be placed in permanent housing. The Housing Retention target is 80% of those placed in either transitional or permanent housing will remain housed for 4 months.
- LAHSA achievement: 20% of participants placed in the program moved from emergency shelter to transitional housing with 2005 households served; 18% of shelters placed clients into permanent housing with 1065 households served.
- Aggregate Retention Performance:  
The Transitional Housing target is 80% remain in transitional housing for 4 months. The Permanent Housing target is 80% remain in permanent housing for 4 months.

- LAHSA achievement: 37% of participants met the transitional housing target: 149 retained housing and 400 were placed in transitional housing with a total of 2005 households served; 35% of participants met the permanent housing target: 67 retained housing and 193 were placed in permanent housing with a total of 1065 households served.

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

### 3.0 **APPROVE RELEASE OF 2009 COMMUNITY BASED DEVELOPMENT ORGANIZATION (CBDO) REQUEST FOR PROPOSALS (RFP)**

Mahvish Jafri, Funding Manager, gave the report:

- Pending Commission approval, on Friday, September 18, LAHSA is recommending the release of the 2009 Community Based Development Organization (CBDO) Request for Proposals (RFP).
- Under the RFP, approximately \$4,191,791 in Community Development Block Grant (CDBG) funds are available to operate as a Community Based Development Organization (CBDO) providing educational or vocational training and employment placement and retention services for the program year beginning April 1, 2010 and ending March 31, 2011, renewable for two additional years, subject to funding availability. Capital requests, including funds for acquisition, new construction and rehabilitation are not eligible under the RFP.
- After the release of the RFP, the threshold review will be prepared for the November meeting of the Programs & Evaluation Committee for approval.

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

**MOTION:** It was moved by Commissioner Manning and seconded by Commissioner Murray to approve the release of the 2009 Community Based Development Organization (CBDO) Request for Proposals (RFP).

**ACTION:** The motion passed unanimously.

### 4.0 **APPROVE THRESHOLD EVALUATION RESULTS AND POTENTIAL APPEALS OF THE 2009-2010 WINTER SHELTER PROGRAM REQUEST FOR PROPOSALS (RFP)**

Mahvish Jafri, Funding Manager, gave the report:

- On July 28, 2009, LAHSA released a 2009-2010 County and City of Los Angeles Winter Shelter Program (WSP) Request For Proposals (RFP). In response to the RFP, a total of seventeen (17) proposals were received prior to the deadline on August 19, 2009.
- The proposals were reviewed for satisfaction of the threshold criteria as specified in the RFP.
- LAHSA staff recommends that all proposals submitted pass the threshold review.
- The proposals will now be evaluated on quality based on the requirements specified in the RFP. Quality review results and award recommendations will be presented to the LAHSA Commission.

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

**MOTION:** It was moved by Commissioner Manning and seconded by Commissioner Murray to approve the threshold evaluation results of the 2009-2010 Winter Shelter Program (WSP) Request for Proposals (RFP).

**ACTION:** The motion passed unanimously.

### 5.0 **UPDATE ON STATUS OF 2009 SUPERNOFA APPLICATION**

Mahvish Jafri, Funding Manager gave the report:

- SuperNOFA is a national competition for approximately \$1.43 billion in HUD McKinney Vento Homeless Funding for: Supportive Housing Program (SHP), Shelter Plus Care Rental Subsidy Program and SRO Mod Rehab Section 8 Rental Assistance.
- LAHSA is the lead agency of the Los Angeles Continuum of Care (Los Angeles CoC), and is responsible for coordinating completion and submitting the CoC application to HUD.
- Projects that can be submitted to HUD include: Renewal Projects, New Projects, HMIS Projects and Special Initiatives or Programs.

- LAHSA staff hosted a series of six meetings across the CoC to plan for and set priorities for any new and available funding that might become available through the 2009 Los Angeles CoC SuperNOFA.
- The estimated release of the HUD SuperNOFA is the end of September.

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

6.0 **PUBLIC PARTICIPATION**

There were no requests for public participation.

**ADJOURNMENT**

The meeting was adjourned at 9:38 a.m.