



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 August 26, 2011

The Los Angeles Homeless Services Authority Commission meeting, held in the LAHSA office, located at 811 Wilshire Blvd, 6th Floor, Los Angeles, California, was called to order at 9:06 a.m. by Commissioner Newcomer.

Attendance:

LAHSA Commissioners Present:

Owen Newcomer, Chair
 Flora Gil Krisiloff
 Antonio Manning
 Cecil L. Murray
 Michael Neely
 Louisa Ollague

LAHSA Commissioners Absent:

Larry Adamson
 Elise Buik, Vice Chair
 Ramona Ripston

Attorneys Present:

Teresa Lujan, City Attorney

LAHSA Staff:

Michael Arnold, Executive Director
 Victoria Saenz-Brown, Monitoring and Compliance Officer
 Stephani Hardy, Director of Policy & Planning
 Erin Hollander, Board Liaison
 Mark Silverbush, Policy & Planning Analyst

Call to Order/Roll Call/Establishment of Quorum

Roll was called and quorum was established at 9:06 a.m.

1.0 Review and approve Commission minutes from July 22, 2011.

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

Motion: It was moved by Commissioner Neely and seconded by Commissioner Murray to approve the minutes from the Commission Meeting held on July 22, 2011.

Action: The motion passed unanimously.

*The agenda was reordered: Items 3.0 and 7.0 were moved to follow Item 10.0.

2.0 Consent Calendar

2.1 Approve quality evaluation results of the Targeted CalWORKs Emergency Shelter Services (ESS) Program Request For Proposals (RFP) for Supervisorial District 1. Authorize the Executive Director to enter into a contract with the agency as listed in the attachment. 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 to the agency accordingly.

2.2 Approve quality evaluation results of the Targeted Year Round Emergency Shelter Program Request For Proposals (RFP) for Transition Aged Youth (TAY) and Unaccompanied Minors. Authorize the Executive Director to enter into a contract with the agency as listed in the attachment. 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 to the agency accordingly.

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

Motion: It was moved by Commissioner Manning and seconded by Commissioner Ollague to approve the consent calendar.

Action: The motion passed unanimously.

4.0 Executive Director's Report.

Michael Arnold, Executive Director, presented a summary of activities, events and participation in Continuum, City and County homeless planning and coordination, program issues, and LAHSA operations.

- **Continuum Planning**

- Mr. Arnold testified before the State Select Committee on Homelessness and outlined areas where the state can help locally to end youth and family homelessness.
- There was a report on various meetings attended, including: Los Angeles Regional Training - Substance Abuse and Mental Health Services Administration (SAMHSA) panel that addressed the Federal Strategic Plan to End Homelessness. There was a meeting with Mercedes Marquez, Assistant Secretary of Community Planning and Development for HUD, and on August 10, LAHSA's Regional Coordinating Agency Home At Last was visited by delegation from the White House Office of Strategic Engagement ARRA. There was a four-city/state tour focusing on the HPRP program in each of those areas.

- **Programs Update**

- Winter Shelter Program (WSP): Targeted Request For Proposals (RFPs) were released for the 2011-12 WSP. Awards will be made in October, 2011.
- Mr. Arnold noted that emergency housing assistance program funding for 2010-11 has not been paid to participating agencies due to a delay in receivables to LAHSA.
- Homelessness Prevention and Rapid Rehousing Program (HPRP): LAHSA is working with agencies to conduct a planned wind-down of the City HPRP program. As of August 1, 2011, the City HPRP program will provide move-in assistance and security deposits only for target prioritized populations (veterans, families, seniors and/or disabled; and/or possessing VASH or Section 8 vouchers; and/or living in a hotel/motel).

- **Homeless Management Information System (HMIS)**

- LAHSA has instituted user forums for HMIS, the third of which was held on August 23, 2011 for Emergency Shelter users.
- LAHSA rolled out a series of technical training webinars available on demand covering many common issues in working with the local HMIS.
- Additionally, LAHSA is working with HUD on a Technical Assistance project to help develop high impact project management reports to increase the value of using the HMIS system to program operators.
- Mr. Arnold noted that there is currently over 50% provider participation in HMIS in all program classes.

- **Operations**

- Leadership Training: directors and managers participated in a three-day leadership training program focused on improving communication, teamwork and management skills.
- Mr. Arnold acknowledged new hire: Bobby Kimble, ERT member and noted two promotions: Lamaria Sapp – Sr. HCFP Service Coordinator and Leslie Sanchez – Program Performance Analyst.

5.0 Report on status of LAHSA agencies placed on probation.

Victoria Saenz-Brown, Monitoring and Compliance Officer, gave the report.

- As required by LAHSA's Remedial Action Policy, staff provided a status report to the Commissioners regarding remedial action sanctions that have been imposed on LAHSA contracted agencies.

People Helping People (PHP)

- PHP's program ended on June 30, 2011. The agency has been paid up to the full amount of their contract.

Special Service for Groups (SSG) - HPRP

- SSG-HPRP will remain on probation until the program is able to demonstrate that improvements can be sustained without the Interim Program Manager.

MJB Recovery

- LAHSA monitoring staff performed a quarterly review of MJB Recovery and noted that there is improvement in MJB's infrastructure, policies and procedures. LAHSA staff will continue to assess the agency's compliance to determine if continued probation is necessary. After the September 9 monitoring visit, LAHSA staff expects that MJB Recovery will be removed from probation.

Beyond Shelter

- Beyond Shelter was placed on probation as of June 7, 2011, based on non compliance with HUD regulations and LAHSA requirements.
- Beyond Shelter has been responsive to the issues of probation. LAHSA has received the response from Beyond Shelter and is currently working with HUD for approval.

Tarzana Treatment Center

- Tarzana Treatment Center was placed on probation as of June 7, 2011 due to non compliance with HUD and LAHSA contract regulations. The agency made a significant change by changing a program site address without notifying or receiving prior approval from LAHSA or HUD.
- Tarzana Treatment Center is committed to working with LAHSA and HUD to resolve the issues of probation.

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

6.0 Presentation of commemorative plaque to the United States Veterans Initiative for support in conducting the demographic survey for the 2011 Greater Los Angeles Homeless Count.

- Stephani Hardy, Director of Policy & Planning presented a plaque to Kevin Kinsey and the United States Veterans Initiative for their commitment to improving community by assisting the homeless, and for their participation in the demographic survey of the 2011 Greater Los Angeles Homeless Count.
- There was a discussion regarding the five year plan to eliminate veteran homelessness.

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

8.0 Report on Finance, Contracts & Grants Management Committee Meeting of August 18, 2011.

Commissioner Neely gave the report:

- LAHSA staff reported at the FCGM Meeting that there were variance issues related to delay in receipt of CDBG funding.
- LAHSA will utilize its line of credit to cover the timing gap and fill in budget approvals.
- The LAHSA Probation Policy was pulled for further discussion and input at the next FCGM Meeting.
- There was discussion related to the agencies on probation.

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

9.0 Report on Programs & Evaluation Committee Meeting of August 19, 2011.

Commissioner Ollague gave the report:

- There was a report on the transition and successes of the Homelessness Prevention and Rapid Rehousing Program (HPRP).
- LAHSA staff reported at the Programs & Evaluation Meeting on the increase of homeless families in Skid Row.

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

10.0 Report on Policy & Planning Committee Meeting of August 19, 2011.

Commissioner Murray gave the report:

- LAHSA staff reported at the Policy & Planning Meeting legislative updates at the federal, state and local level.
- There was a discussion on the National Alliance to End Homelessness Conference and the National Coalition for Homeless Veterans.
- Staff presented a report on SPA level Continuum of Care (CoC) Meetings.
- There was a discussion regarding potential LAHSA representation at the Black Caucus in Washington in September, 2011.

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

***3.0 Authorize the Executive Director to remove Special Service for Groups (SSG) – HPRP Program from probation pending final review.**

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

Motion: It was moved by Commissioner Neely and seconded by Commissioner Murray to remove Special Service for Groups (SSG) – HPRP Program from probation pending the Executive Director's final review.

Action: The motion passed unanimously.

***7.0 Report on new geographic area data from the 2011 Greater Los Angeles Homeless Count.**

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

- There was a presentation of the results of the 2011 Greater Los Angeles Homeless Count in the County and City of Los Angeles, and Continuum of Care results including: population data, subpopulation data, unsheltered and sheltered homeless data, Institution Count results, annualized homelessness estimate. Geographic area results data were presented for the City of Los Angeles, Service Planning Areas (SPAs), Supervisorial Districts, City of Los Angeles Council Districts and Skid Row data results.

Public Speaker: Scott Chamberlain, Executive Director, San Gabriel Valley Housing & Homeless Coordinating Council

Mr. Chamberlain noted that the Opt In option for each city to conduct their own census is a great tool to build political will and increase regionalization and distribution of finances.

11.0 Public Participation

Public Speaker: Beth Mueller, Central City Community Church

Ms. Mueller noted the history of Central City Community Church's work and their experience of the process with CDBG funding.

Public Speaker: Brenda Wilson, New Image Emergency Shelter

Ms. Wilson noted New Image's success relative to permanent housing placements in county-wide housing campaign.

Public Speaker: Jim Ebert, New Image Emergency Shelter

Mr. Ebert discussed the successes of Emergency Shelter's Permanent Housing Department in cooperation with Shelter Partnership and the Corporation for Supportive Housing. Mr. Ebert invited the Commissioners to visit New Image.

Adjournment

The meeting was adjourned at 11:02 a.m.