



# 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 September 24, 2010

The Los Angeles Homeless Services Authority Commission meeting, held in the LAHSA office, located at 453 S. Spring Street, 12<sup>th</sup> floor, Los Angeles, California, was called to order at 9:20 a.m. by Commissioner Ripston, Chair.

#### Attendance:

##### LAHSA Commissioners Present:

Moctesuma Esparza  
Howard Katz  
Antonio Manning  
Douglas Mirell  
Owen Newcomer  
Ramona Ripston

##### LAHSA Commissioners Absent:

Larry Adamson  
Cecil L. Murray  
Louisa Ollague

##### Attorneys Present:

Teresa Lujan, City Attorney

##### LAHSA Staff:

Steve Andryszewski, Chief Financial Officer  
Michael Arnold, Executive Director  
Erin Hollander, Board Liaison  
Stuart Jackson, Controller  
Helen Lee, Funding Manager  
Clementina Verjan, Planning Manager

##### Call to Order/Roll Call/Establishment of Quorum

Roll was called and quorum was established at 9:20 a.m.

#### 1.0 Review and approve Commission minutes from August 27, 2010.

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

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

**Action:** The motion passed unanimously.

## 2.0 Consent Calendar

### 2.1 Approve quality evaluation results of the 2010 Year-Round Emergency Shelter Program Request for Proposals (RFP) for families and authorize the Executive Director to enter into contracts with select agencies as listed in attachment.

Helen Lee, Funding Manager, reported back with information requested by Commissioner Ollague at the Programs & Evaluation Committee Meeting held on September 17, 2010.

- At the Programs & Evaluation Committee Meeting held on Friday, September 17, 2010, there was a brief discussion regarding the cost per bed and whether or not there is discretion to change the per bed/per night rate to \$20 from the awarded \$17 per night/per client rate for donated shelter spaces. Commissioner Ollague requested that staff report back with this information at today's meeting of the full Commission.
- LAHSA staff recommends keeping the per bed/per night rate at \$17 as it was originally specified in the RFP. Additionally, it was noted that the agency receiving the award has a donated facility and is not required to pay for the site.

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

**Motion:** It was moved by Commissioner Newcomer and seconded by Commissioner Mirell to approve the consent calendar and to approve item 2.1 at the \$17 rate for donated facilities as specified in the RFP.

**Action:** The motion passed unanimously.

## 3.0 Executive Director's Report.

Michael Arnold, Executive Director, gave the report:

- **2010 SuperNOFA:** The 2010 SuperNOFA was released on Monday, September 20, 2010 and will be due back to HUD on November 18<sup>th</sup>. In October, LAHSA will present the new project ranking for the application. HUD is emphasizing production of Permanent Supportive Housing, and specifically targeting certain populations including the chronically homeless, families and veterans.
- **HMIS Hearth Conference:** Last month, Michael Arnold and LAHSA staff attended the HMIS Hearth Conference in Denver, CO which presented two central themes: (1) HMIS systems need to be the systems of record for continuums to better understand program performance and the needs of the homeless within communities. (2) Continuums need to demonstrate a capacity to operate as a system.

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

## 4.0 Authorize the Executive Director to enter into new agreements with HUD and sponsoring agencies for grants awarded under the 2009 SuperNOFA process as specified in the attachment.

Steve Andryszewski, CFO, gave the report:

- This item was presented at the Finance, Contracts & Grants Management Meeting held on Thursday, September 16, 2010. At that meeting, the Committee requested additional information regarding total budgets for each program, percentage of leverage funding for each project and the cost per bed for each program.
- There was a review of the four sponsor agencies that were awarded to LAHSA and a brief discussion regarding the comparison of agencies and relative cost per bed. There was a request from the Committee to gather additional information during the procurement process so there can be a more detailed comparison of the agencies.

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

**Motion:** It was moved by Commissioner Newcomer and seconded by Commissioner Ripston to authorize the Executive Director to enter into new agreements with HUD and sponsoring agencies for grants awarded under the 2009 SuperNOFA process as presented.

**Action:** The motion passed unanimously.

**5.0 Authorize the Executive Director to enter into an agreement with the Community Redevelopment Agency of the City of Los Angeles for \$100,000 in funding allocated to LAHSA for Weingart Center Association Year Round Overnight Program expansion.**

Steve Andryszewski, CFO, gave the report:

- This item was presented at the Finance, Contracts & Grants Management Meeting held on Thursday, September 16, 2010. At that meeting, the Committee requested additional information regarding the source of funding and the administrative dollars to administer the project.
- At the Commission Meeting held on February 26, 2010, the Commission approved the threshold and quality evaluation results of the Community Based Development Organization (CBDO) Request For Proposals (RFP). This action authorized the Executive Director to enter into contracts with select agencies with an amendment that directed LAHSA staff to work with the Weingart Center Association to identify other sources of funding to fill any potential gaps that were created by the loss of the award.
- LAHSA staff recommends that the Board authorize these additional funds that have been identified and made available to the Weingart Center Association.

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

**Motion:** It was moved by Commissioner Katz and seconded by Commissioner Newcomer to authorize the Executive Director to enter into an agreement with the Community Redevelopment Agency of the City of Los Angeles for \$100,000 in funding allocated to LAHSA for Weingart Center Association Year Round Overnight Program expansion.

**Action:** The motion passed unanimously.

**6.0 Authorize the Executive Director to enter into an agreement with Weingart Center Association for an amount not to exceed \$100,000, subject to funding availability, for Year Round Overnight Program expansion. In the event that funding to LAHSA for this agreement is reduced or not forthcoming, authorize the Executive Director to reduce the amount of contract compensation.**

Steve Andryszewski, CFO, gave the report:

- This item was heard concurrently with the previous item.

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

**Motion:** It was moved by Commissioner Katz and seconded by Commissioner Newcomer to authorize the Executive Director to enter into an agreement with Weingart Center Association as presented.

**Action:** The motion passed unanimously.

**7.0 Authorize the Executive Director to enter into a contract with University of North Carolina at Chapel Hill – Survey Research Unit for a contract amount not to exceed \$373,500 subject to funding availability for professional services to support the 2011 Greater Los Angeles Homeless Count. In the event that funding to LAHSA for this period is reduced or not forthcoming, authorize the Executive Director to reduce the amount of contract compensation.**

Clementina Verjan, Planning Manager, gave the report:

- LAHSA staff noted that the contract amount needed to be revised. The correct total for the contract with the University of North Carolina (UNC) at Chapel Hill - Survey Research Unit should be an amount not to exceed \$394,418. This year, UNC added the RAND Corporation as a subcontractor to assist with the planning phase of the different components of the 2011 Greater Los Angeles Homeless Count.

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

**Motion:** It was moved by Commissioner Katz and seconded by Commissioner Newcomer to change the not to exceed contract amount to \$394,418 as presented.

**Action:** The motion passed unanimously.

**Motion:** It was moved by Commissioner Mirell and seconded by Commissioner Manning to authorize the Executive Director to enter into a contract with University of North Carolina at Chapel Hill – Survey Research Unit for a contract amount not to exceed \$394,418 subject to funding availability for professional services to support the 2011 Greater Los Angeles Homeless Count. In the event that funding to LAHSA for this period is reduced or not forthcoming, authorize the Executive Director to reduce the amount of contract compensation.

**Action:** The motion passed unanimously.

**8.0 Report on Finance, Contracts & Grants Management Committee Meeting of September 16, 2010.**

Commission Mirell gave the report:

- No action items to report.

**9.0 Report on Programs & Evaluation Committee Meeting of September 17, 2010.**

- No action items to report.

**10.0 Report on Policy & Planning Committee Meeting of September 17, 2010.**

- No action items to report.

**11.0 Public Participation**

There were no requests for public participation.

**Adjournment**

The meeting was adjourned at 10:31 a.m.