



**Working to End Homelessness in El Dorado County**

**Board Meeting Minutes September 7, 2018**

Board Members Present: Shannon Bezak, Becca Bettis, Daniel Del Monte, Jane Flavin, Cheyanne Lane, Pam Maxwell, Theresa McAdams, Marissa Muscat, Kim Nida, Susan Read, Wendy Thomas, Tara Turrentine

Guests Present: Mollie Purcell, Lynn Hall, Val Akana, Ed Kelly

HomeBase Representatives: Carolyn Wylie, Taylor Kiely

1. Meeting called to order at 8:33 am by T. Turrentine
2. Welcome other sites via teleconference: South Lake Tahoe and HomeBase (HB). Welcoming of new board member Pam Maxwell who was present. Welcome Jane Flavin who will be joining in SLT. Introductions of all in attendance.
3. Approve past meeting minutes:
  - 3.1. June 1<sup>st</sup> - D. Del Monte moved to approve, W. Thomas seconded. All Approved.
  - 3.2. June 29<sup>th</sup> – W. Thomas made motion to approve, K. Nida seconded. All Approved.
  - 3.3. July 19<sup>th</sup> – S. Bezak pointed out need to amend minute title to add “Special” before “Board Meeting Minutes”. W. Thomas moved to approve with edit, K. Nida seconded. All approved.
  - 3.4. August 30<sup>th</sup> – K. Nida moved to approve. W. Thomas seconded. All approved.
  - 3.5. M. Muscat asked about drop box / folder that HB set up and sent out with relevant documents. HB communicated that the folder will be set up for each meeting with relevant documents so as to cut down on numerous attachments.
4. Year in Review Letter / Document: T. Turrentine shared the year in review document that was voted on during the August 30<sup>th</sup> Special Board Meeting. The letter was sent around to be signed by board members who had not yet done so. The document was shared with those who had not yet seen it. Document will be posted on the EDOK website and the letter and document will be sent to donors.
5. Consolidated Application: D. Del Monte reported on 2018 Consolidated Application which consists of one project-HMIS. Possibility is for about \$9,000. The application should be stronger than last year. A planning grant will also be a part of the application. J. LaForce moved to approve the application with a huge thank you to D. Del Monte for all the hard work that went into its preparation. S. Bezak seconded. All approved.
6. Vote on revised CoC written standards: D. Del Monte reminded all members that the written standards are regulatory for compliance and that chronic homelessness is number one priority for HUD at this time. Most current standards must be submitted. All the highlighted areas in the document handed out are the new or revised areas.
  - 6.1. J. LaForce moved to approve as is with ability to make changes (page 18), W. Thomas seconded with ability to make changes (page 17). All approved.
7. CESH / HEAP: D. Del Monte leading discussion on the two state funding sources recently released. HEAP (Home Emergency Aid Program) is one-time funding and dependent on PIT count. There is a requirement of declaring an emergency shelter unless applicants fall below threshold. EDC falls below the threshold, therefore qualifying for a waiver which lifts the barrier for us to apply. This is good news. Both programs (CESH and HEAP) are important to apply for in order to receive first round of funding in order to put us in good position for second round of funding in the future. There are also a variety of ways to use the funds.
  - 7.1. CESH (California Emergency Solutions and Housing Program) is state funded and tied to ESG funding. It is the first of the SB2 funds. The state requires that CoC approve an Administrative Entity (AE) for CESH / HEAP. Entity must have experience or be a local governmental body. D. Del Monte has requested HHSA as the AE and they have agreed. D. Del Monte moved to entertain a motion for HHSA to be the AE, T. Turrentine made



## Working to End Homelessness in El Dorado County

motion to approve HHSA, K. Nida seconded. All approved.

7.1.1. Additional discussion provided that last year's funding could be used for CE, so it shows that they understand unfunded mandates, increasing the flexibility of funding. Funding can even be used to develop a strategic plan. AE is responsible for how the money is spent but EDOK Board will make proposals.

7.1.2. J. LaForce asked clarifying question: Is it a similar role as to what The Center has taken in the past? D. Del Monte clarified in a few ways it is, however it requires that the AE is fiscally accountable and responsible for the funding being used in the proposed areas, administering contracts with providers, and being responsible for annual reports submitted to the state.

7.1.3. CESH amount is \$473,717 – 5% for admin. D. Del Monte communicated the following suggestions as priorities:

7.1.3.1. First recommendation is for \$150,000 to pay for a contract that would administer the 2019 and 2021 PIT count. The PIT is an unfunded mandate and is vital to understanding local needs as well as leveraging additional funding. Applied Survey Research (ASR) is a national expert in PIT counts. They provide robust reports and train for volunteers, and their methodology is a best-practice according to HUD. Contracting with ASR will give the EDOK CoC a strong foundation for our count, increasing our ability to receive more funding as well as better understand our local homeless population and strategic needs for services.

7.1.3.2. Second recommendation is for \$200,000 for Coordinated Entry (CE) over the next 4 – 5 years to pay for additional staff for CE to ensure increased access for homeless individuals. HHSA as the AE would have one year to get funding out to local providers. It is helpful that we are already doing CE, this money would add staff. Those already engaged in CE would be consulted on how to build staffing and strengthen the system.

7.1.3.2.1. J. LaForce asked if HHSA would use their own staff. D. Del Monte stated that would be a good thing but is a future conversation.

7.1.3.2.2. P. Maxwell asked how many CE's we have at this time? D. Del Monte answered that we have 3 agencies, but funding is limited. P. Maxwell commented that sustainability seems vital and as such needs to be part of the conversation. J. LaForce added that Only Kindness has done it in the past with no support, so any support is very exciting. T. Turrentine shared that recent support for CE was a result of fundraising by Opportunity Knocks. M. Muscat echoed J. LaForce's comment as to CE funding being piece meal and scarce and if they knew there would be consistent funding it would be incredible. C. Lane agreed. D. Del Monte recognized that additional staffing is crucial. T. Turrentine agreed and added that response time would also be affected in a positive way.

7.1.3.3. Third proposal is for approximately \$100,000 to be used for development of 5-year homeless strategic plan. This adds to the foundational structure we are striving for and propels us, increases the ability to compete for additional funding, and PIT Count data could be utilized to highlight the needs that go into this plan's development.

7.2. HEAP – There is \$1.448 million available, which is a big deal for EDC. It is critical to consider what our services gaps are and what types of programs could fit those local needs. By adding services to local services gaps, HEAP projects would additionally support the CoC's score and points on the annual NOFA consolidated application for competitive funding. As we add services to our system where there are gaps, we then likely increase points on our NOFA application, and then we increase the odds of increasing funding. D. Del Monte lead discussion in establishing priorities. Those gaps to consider are as follows:

7.2.1. Chronic homeless: Permanent supportive housing are a top 2 gap in services in El Dorado County. PSH



## Working to End Homelessness in El Dorado County

would be impossible to implement with HEAP because it is one time funding, and PSH projects are indefinite. We need to consider that PSH requires sustainability and, therefore, what would the best project types be that would positively impact chronic homelessness with one-time funding? The probation department has expressed interest in the possibility of implementing a supportive housing program for the reentry population, which the jail system is often a pipeline to chronic homeless. System planning in regards to discharging from institutions such as jail or hospital are also scored on the annual NOFA application, and the CoC has historically been scored low in this area.

- 7.2.1.1. W. Thomas asked what that Probation project look like. D. Del Monte responded with many possibilities which could include working with individuals as well as landlords to pay rent, double or triple rental deposits to reduce risk or liability, and / or flip unit and potentially have dedicated staff to help with landlord concerns.
- 7.2.2. Child welfare also expressed interest in implementing a project, they could administer a housing program to help with reunification of families and tap into how the Foster Care system is often another pipeline to chronic homelessness. This could also include youth aging out of the foster care system. Both groups would have a large impact on reducing chronic homelessness.
- 7.2.3. Perks Court is a property that could be considered for rehab. D. Del Monte recently visited and informed the group of the bad shape the property is in. There is the potential to rehab the two structures and partner with an agency to operate a sustainable project. Depending on the project, this could address a direct link to chronic homelessness. The challenge is sustainability which shows importance of partnering with an agency or program with current funding or ability to continue funding.
  - 7.2.3.1. V. Akana (guest representing NAMI) stated that MHSA is a possibility.
- 7.2.4. General Comments:
  - 7.2.4.1. K. Nida communicated concern from law enforcement point of view since probation does not operate in a 24-hour supervisory role, so concern is if there is not a beefing up of oversight.
  - 7.2.4.2. K. Nida informed that the trend in criminal justice is to decriminalize those acts committed by the mentally ill and therefore there is a constant battle with determining cause and effect when drugs and mental health are in play. Law enforcement deals with those kicked out by other programs and so these proposals bring up concerns.
    - 7.2.4.2.1. D. Del Monte validated that all comments are fair and with this one-time funding we need to look at how it can best be used to support our local needs, how that can positively improve our score on applications to increase annual funding, and what pipelines to homelessness can be addressed to the greatest extent. The most important thing is to prioritize pipeline and then talk through concerns.
      - 7.2.4.2.1.1. W. Thomas stressed it was important to have dialogue. K. Nida stated that she realizes she is over-generalizing but many of EDC's chronically homeless do not want to be housed, so there is a concern as to where they fall and how they calculate in. D. Del Monte agreed that as priorities are established, additional dialogue would occur with providers to support a successful project.
      - 7.2.4.2.2. J. LaForce asked if there was any way to leverage for a shelter, which has been a priority for many in our community and all of the discussed priorities do not address an emergency shelter.
      - 7.2.4.2.3. B. Bettis commented that there are agencies and organizations with funding that can be tapped.
      - 7.2.4.2.4. D. Del Monte agreed that shelter could be a priority, as we don't have year-round



## Working to End Homelessness in El Dorado County

shelter beds. That being said, it is important that we consider sustainability and what partners would be necessary. This should be discussed further, as Shelter is a huge gap.

7.2.5. Prioritization: D. Del Monte entertained a motion, K. Nida moved to approve, W. Thomas seconded, all approved the following four as priorities for HEAP funding with further conversations to be had as to details and specifics of projects:

- 7.2.5.1. Something that impacts chronic homelessness
- 7.2.5.2. Rehab or purchase property to utilize as an ongoing project
- 7.2.5.3. Minimum of 5% set aside for youth, so a Transitional Age Youth Project;
- 7.2.5.4. Sheltering.

8. Funding report: T. Turrentine referenced financial report handout which summarizes the funds raised by Opportunity Knocks. T. Turrentine communicated to those not present at August 30<sup>th</sup> Special Meeting that there was a vote approving a portion of remaining funds be used for matching requirement of planning grant.

8.1. K. Nida pointed out typo on website fees.

9. Scheduled 2018 – 2019 Meetings from 8:30-9:30am: December 7, 2018; March 1, 2019; June 7, 2019, September 6, 2019 and December 6, 2019. The additional location is the South Lake Tahoe City Council. Dates, times and location information for all meetings can always be found on the EDOK website at [www.edokcoc.org](http://www.edokcoc.org).

10. HIC / PIT Committee: D. Del Monte will be reaching out to Applied Survey Research and others to build a committee for future HIC and PIT counts.

11. Meeting adjourned by T. Turrentine at 9:33am

Submitted by Shannon Bezak