



## MEETING MINUTES

IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL

### EXECUTIVE BOARD SPECIAL MEETING

August 13, 2019 at 1:00 P.M.

**Location:** Department of Social Services Protective Service Building  
2999 S. 4<sup>th</sup> Street, El Centro, CA 92243

Name	Executive Board	Present
Les Smith, General Manager, Desert Trails RV & Golf Resort	Chair	Excused
Victor Estrada, Director of Worship & Local Missions, Gateway Church	Vice Chair	X
Rosie Blankenship, Director, Imperial County, Public Administrator/AAA	Secretary	Excused
Dr. Kathleen Lang, California Health & Wellness	Treasurer	X
Robert M. Brown, Chief of Human Resources, Pioneers Memorial Hospital	Board Member	X
Brett Houser, Commander, Brawley Police Department	Board Member	X
Brian Johnson, Chief, El Centro Police Department	Board Member	X
Ernie Mariscal, Veterans Community Representative	Board Member	X
Andrea Kuhlen, Director, Imperial County Behavioral Health Services	Board Member	X
Maria Nava-Froelich, Director, Calipatria-Niland Family Resource Center	Board Member	Teleconference
Vacant Position		
Veronica Rodriguez, Director, Imperial County Department of Social Services	Administrative Entity Lead	X
Paula Llanas, Assistant Director, Imperial County Department of Social Services	Administrative Entity Lead	Absent

**Guests:** Rosyo Ramirez, Program Manager, Esperanza Colio Warren - Deputy County Executive Officer, County of Imperial; Javier Moreno, Citizen of Calexico; Isaen Equihua, Imperial County Department of Social Services, and Francis Arias - Office Technician, IC Public Administrator.

- I. **Call to Order:** Vice Chair Victor Estrada called the meeting to order at 1:05 p.m.
- II. **Roll Call:** Board Member Ernie Mariscal arrived at 1:17 p.m. and Robert Brown at 1:41 p.m.
- III. **Approval of Agenda:** It was moved by Dr. Kathleen Lang and seconded by Chief Brian Johnson to approve the agenda. Motion carried unanimously.
- IV. **Approval of Minutes:** It was moved by Commander Brett Houser and seconded by Dr. Kathleen Lang that the minutes for the July 3, 2019 meeting be approved as submitted. Motion carried unanimously.
- V. **Public Comment:** Javier Moreno introduced himself to the Board Members and disseminated his resume to all present. Mr. Moreno shared with the Board Members his community involvement

and experience with the homeless population in the City of Calexico and his interest in participating in the IVCCC Executive Board. Mr. Moreno is currently serving the Brown Bag Coalition as a volunteer. Mr. Moreno shared with the Board Members a situation when he assisted a homeless woman by obtaining a hotel room and purchased food on several occasions for different individuals that are homeless. His interest in becoming an Executive Board Member is to be able to help more homeless citizens throughout the Imperial County.

**VI. Discussion/Action Calendar**

**A. Discussion/action to reaffirm 2018 CESH funding allocations (See attachment # 2):** Rosyo Ramirez informed the Board Members that the 2018 standard agreement was received and will be sent back to the State once Board of Supervisors (BOS) approval is granted. Ms. Ramirez shared with the Board Members that some of the 2018 (CESH) allocations will need to be reaffirmed due to some discrepancy on the amounts from the October 10, 2018 minutes recorded. The discrepancies were found on Social Services and Catholic Charities. The CESH application was accurate in recording the appropriate distributions to ensure that the total allocation matched. Department of Social Services was approved the amount of \$265,650.00 not \$361,931.00 and Catholic Charities the amount of \$83,581.00 not \$100,000.00. It was therefore requested to reaffirm CESH 2018 recommended funded projects as follows:

1. \$265,650 – Imperial County Dept. of Social Services
  2. \$112,700 – IC Public Administrators Office
  3. \$83,581 – Catholic Charities of San Diego (ER Housing)
  4. \$75,000 – Catholic Charities of San Diego (Housing Ret. & Homeless Prevention)
  5. \$150,000 – IC Behavioral Health Services
  6. \$100,000 – Calexico Neighborhood House
  7. \$135,124 – Women Haven
  8. \$75,000 – United Way
  9. \$55,944 – Sister Evelyn Mourey Center
- \$1,052,999 Total CESH 2018 Allocation**

It was moved by Dr. Kathleen Lang and seconded by Maria Nava-Froelich to reaffirm the 2018 CESH funding allocations as presented. Motion carried unanimously

**B. Ratification of the 2019 California Emergency Solutions and Housing Grant application (See attachment # 3):** Rosyo Ramirez informed Board Members that the 2019 CESH application was submitted and that a new resolution needs to be resubmitted to the Board due to a \$20.00 allocation increase. The amount received is \$627,542 and the amount initially on the resolution was \$627,522. Ms. Rosyo also shared with the Board Members that after consulting with the State, and looking over the information from the HEAP oversubscribed applications and the undersubscribe CESH applications and realizing that they do not match, she is requesting approval from the Board Members to move forward with just the 2018 CESH oversubscribed applications for the 2019 funding and leave the HEAP out of this one and to apply for the HHAP (new name for HEAP) at the end of this year.

After a lengthy discussion among Board Members on the 2019 California Emergency Solutions and Housing Grant application, it was moved by Dr. Kathleen Lang and seconded by Commander Brett Houser to approve the 2019 California Emergency Solutions and Housing Grant application as presented. Motion carried unanimously.

- C. **Discussion/action of IVCCC Executive Board member Rosalina Blankenship temporary vacancy position and request for approval of temporary appointment of Sara Enz, Assistant Public Administrator to fill the position (See attachment # 4):** Rosyo Ramirez shared with the Executive Board a letter submitted by board member Rosalina Blankenship informing of a leave of absence and requesting to temporary appoint of Sara Enz to fill in the position. Ms. Ramirez referenced the IVCCC Full Membership Council By-Laws section 5.02 IVCCC Membership Application and 6.07D Executive Board Elections and terms of Office. The bylaws allow agencies to designate up to three (3) people to represent their agency however, under the Executive Board it does not provide something similar but, it does say that the Executive Board can fill vacancies as needed and in the event the Executive Board may appoint such qualified persons or person necessary to fill the vacancy the persons appointed shall serve an unexpired term of the Board Member and is subject to re-election by the Board and approval by the full IVCCC Membership.

After a lengthy discussion among the Board Members if Sarah Enz, Assistant Public Administrator could fill in the temporary vacancy seat of Secretary Rosalina Blankenship, it was the consensus of the Board to wait for Secretary Rosalina Blankenship's return, it is expected that she will return in November 2019. Kathleen Lang noted that unless stated in the bylaws it is not common practice to fill in temporarily vacant positions. Other board members agreed.

It was moved by Chief Brian Johnson and seconded by Brett Houser to excuse Rosalina Blankenship leave of absence through the month of November 2019. Motion carried unanimously.

It was moved by Dr. Kathleen Lang and seconded by Maria Nava-Froelich, to not fill Rosie Blankenship's seat and leave it as an excused vacancy. Motion carried unanimously.

- D. **Authorize the County of Imperial as the Collaborative Applicant/Administrative Entity to complete the 2019 CoC Competitive Application (See attachment # 5):** Rosyo Ramirez informed the Board Members that the 2019 CoC Program Competition application is due September 30, 2019. Ms. Ramirez read number three (3) of page seven (7) of the hand out (Attachment #5) which shows information of the CoC fund grant allocations and distribution of funds. Ms. Rosyo also informed the Board Members that we are eligible to apply for CoC Bonus and DV Bonus Projects. Eligible activities include: Permanent Housing-Rapid Rehousing projects, joint TH and PH-RRH component projects, HMIS dedicated projects and Supportive Services to develop Centralized Coordinated Entry System. Ms. Rosyo informed the Board Members that Woman Haven is eligible for renewal who has a Rapid Re Housing and Catholic Charities for a CAP II Project related to Coordinated Entry System. Funding

also received last year included for CoC Planning. Ms. Rosyo added that if those agencies do not wish to reapply or renew their projects, those funds could be eligible for reallocations for other agencies to apply.

Ms. Rosyo requested from the Executive Board to authorize the County of Imperial as a Collaborate Applicant/Administrative Entity to complete the 2019 CoC Competitive Application and full fill all necessary requirements.

It was moved by Dr. Kathleen Lang and seconded by Andrea Kuhlen to Authorize the County of Imperial as the Collaborative Applicant/Administrative Entity to complete the 2019 CoC Competitive Application as presented. Motion carried unanimously.

- E. **Discussion/action of the 2019 CoC Application process, priorities, notice and timeline (See attachment 6):** Ms. Rosyo Ramirez informed the Board Members that they have began working on the 2019 CoC application because they have to request information from other agencies to meet HUD requirements and timelines. The timeline included an upcoming workshop, HUD required written notice posting 15 days prior to the final application for projects recommended and not recommended projects to be dated September 13<sup>th</sup>. This will be a result of the scoring and ranking process which will also determine the Tier allocations. Tier 1 and Tier 2 prioritize the funding for HUD. It is most likely that HUD will fund the applicants that rank in the Tier 1 category.

Ms. Ramirez is requesting that the Executive Board authorize the Administrative Entity to move forward with the process of posting notices, the timeline and to start looking for recruitments for the scoring and ranking committee and take care of any other necessary requirements to move forward with the application and meet deadlines.

Maria Nava-Froelich asked Ms. Ramirez if an allocation has been received for the 2019 CoC Program and Ms. Ramirez replied by stating that the allocation for DV Bonus is \$61,175 and for the CoC Bonus is \$111,514.

Maria Nava-Froelich also asked what was the meaning of Tier 1 and Tier 2 allocation. Ms. Ramirez explained that HUD provides a scoring tool to help determine what falls under Tier 1 and Tier 2 category. CoC determines which applicants fall under Tier 1 or Tier 2 and splits them into priorities. Commander Brett Houser shared that the explanation of the Tier 1 and Tier 2 project selection was on page 10.

It was moved by Dr. Kathleen Lang and seconded by Ernie Mariscal to allow the Administrative Entity to move forward with the 2019 CoC application process, priorities, notice and timeline to align with the funding principles already established with this committee aligned with the HUD priorities.

Commander Brett Houser amended to allow them to move those timelines but be required

to report back to the Board if and or when they do. Motion carried unanimously.

**F. Administrative Entity Updates:**

1. 2018 California Emergency Solutions and Housing (CESH) – Ms. Rosyo Ramirez shared with the Board Members that she had already shared all the information she had on the previous agenda items.
2. 2019 Homeless Emergency Aid Program (HEAP) – Ms. Rosyo Ramirez informed the Board Members that the award letters were sent out on July 17, 2019 and that most of the RFP's will require some modifications to their budgets because only one project was fully funded based on their request. Ms. Ramirez is working on setting up meetings next week. Ms. Ramirez informed the Board Members that Isaen Equihua previously working for Behavioral Health is now working with the Dept. of Social Services and will be providing support with the CESH and the HEAP contracts.

Veronica Rodriguez introduced herself as the new Director of Social Services to the Board Members and added that she is excited to have the opportunity to work with the Executive Board as their Administrative Entity.

Deputy County Executive Officer, Esperanza Colio shared with the Board Members that she recently presented to the County Board of Supervisors an emergency item to secure \$1.6 million dollars through “No Place Like Home” noncompetitive allocation. Ms. Colio added that noncompetitive funds for counties will allow developers to apply and secure those funds in the county. She also informed the Board Members that those funds require a commitment to secure affordable housing and supportive services for 20 years for homeless individuals suffering from mental health illness.

Ms. Rodriguez shared with the Board Members that the county where she comes from (San Bernardino County), they have some apartment units managed by the County and that Behavioral Health is the Lead Entity that provides those services. Ms. Rodriguez also added that we need to be able to support those supportive services to help them become self-sufficient to be able to afford their housing.

**VII. Adjournment:** The meeting adjourned at 2:04 p.m.