



MEETING MINUTES

IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL

EXECUTIVE BOARD MEETING

October 2, 2019 at 1:00 P.M.

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

Name	Executive Board	Present
Les Smith, General Manager, Desert Trails RV & Golf Resort	Chair	X
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
Andrea Kuhlén, Director, Imperial County Behavioral Health Services	Board Member	X
Brett Houser, Commander, Brawley Police Department	Board Member	Excused
Brian Johnson, Chief, El Centro Police Department	Board Member	X
Ernie Mariscal, Veterans Community Representative	Board Member	Excused
Maria Nava-Froelich, Director, Calipatria-Niland Family Resource Center	Board Member	X
Robert M. Brown, Chief of Human Resources, Pioneers Memorial Hospital	Board Member	X
Javier Moreno, Community Member	Board Member	X
Veronica E. Rodriguez, Director, Imperial County Department of Social Services	Admin Entity Lead	X
Paula Llanas, Assistant Director, Imperial County Department of Social Services	Admin Entity Lead	Excused

Guests: Rosyo Ramirez, Program Manager, Imperial County Department of Social Services, Esperanza Colio Warren-Deputy County Executive Officer, County of Imperial, Isaen Equihua, Imperial County Department of Social Services, Susan Chasang, Maury Center, Melissa Gonzalez, Office Technician, Imperial County Public Health Department.

- I. **Call to Order:** Chairman Les Smith called the meeting to order at 1:07 p.m.
- II. **Roll Call:** Rosie Blankenship, Commander Brett Houser, Ernie Mariscal, and Paula Llanas were absent. Board member Robert Brown arrived at 1:16 pm. Board member Javier Moreno arrived at 1:17 pm.
- III. **Approval of Agenda:** Chairman Les Smith proposed two revisions to the agenda. First, removing the “special meeting” from the heading and the addition of a “member update” section prior to adjournment. Maria Nava-Froelich motioned to approve the agenda with suggested revisions. Victor Estrada seconded the motion. The motion carried unanimously.
- IV. **Approval of Minutes:** It was moved by Kathleen Lang and seconded by Maria Nava-Froelich that the minutes for the September 5, 2019 meeting be approved as submitted. The motion carried unanimously.

V. **Public Comment:** No public comment.

VI. **Discussion/Action Calendar**

A. **Administrative Entity updates:**

1. 2018 California Emergency Solutions and Housing (CESH): Rosyo Ramirez shared with the board that the Administrative Entity has met with all awarded agencies. More information has been requested from agencies to finalize contracts and they were given a deadline of September 6, 2019 to submit requested information. There were follow up requests from all contractors. Documentation of those who have submitted the requested information has been forwarded to County Counsel for formal contracts. Requested information included budget detail, budget narrative, project design update, insurance, partner agencies-MOU/agreements. CESH proposals did not include a budget detail, budget narrative and other contract requirement information. Clarification was made regarding partner agencies and their role in the application; a MOU or agreement is required for agencies who are subcontracting services.

2. 2019 Homeless Emergency Aid Program (HEAP): Rosyo Ramirez shared with the board that the Administrative Entity has met with all awarded agencies. More information has been requested to finalize contracts. Agencies were given a deadline of September 6, 2019 to submit requested information. There were follow up requests from all contractors. Completed documentation submitted has been forwarded to County Counsel for formal contracts. Requested information included updates to budget detail, budget narrative, project design update, insurance, partner agencies-MOU/agreements, and resolutions. Agencies whose projects were not fully funded discussed adjustments to budget with Administrative Entity. Continuum of Care is required to report yearly to the state. Awarded agencies will be reporting every six months and with their submitted claims. The CEO's office is assisting with capital improvement projects. Maria Nava-Froelich asked for board members to be invited to the Heber capital improvement project ground breaking. expenditure, activities, objectives. It was clarified that changes made cannot change the goal of the approved activity.

3. FY 2019 CoC Application: Rosyo Ramirez announced the 2019 CoC Consolidated application was submitted September 30, 2019. All posting requirements were met including posting the priority listing and application on the website September 27, 2019. It was stated that the Administrative Entity would like to use the application to work with committees for next year's Housing and Urban Development funding opportunities.

Project Applications:

1. Two renewal projects: Womanhaven Rapid Rehousing for homeless individuals \$121,691 and IV CAPII Project-CES \$44,000
2. One DV Bonus Project: Womanhaven DV Bonus Project 2020-2021 \$61,175
3. One COC Bonus Project- Imperial County CoC HMIS 2019 \$111,514
4. One IV Planning Grant \$18,352

5. 2019 CoC Application- Governance and CoC Structure.
6. 2019 Priority Listing Application-Recommended projects and ranking.

Total Ask \$356,732/Reject Amount \$69,207

4. Point in Time Count (PIT): Isaen Equihua presented drafts of the Point in Time recruitment flyer and schedule of trainings. Dates and times have been confirmed. Tractor Supply has agreed to place flyers at cash registers. Members voiced concern over the presentation of the information on the flyer. Victor Estrada volunteered to help with the changes to be made to the flyer. Once the flyer is finalized it will be shared with the public.

Chief Brian Johnson added he would like to see a debriefing occur after the count. He also proposed a presentation by a city of Fontana Continuum of Care member. Chief Johnson will coordinate the presentation.

Susan Chasang asked for updates on CESH 2019. Rosyo stated they are working with County Counsel but do not have an update at this time. Administrative Entity will have an update at the next meeting. Susan asked for clarification of the role and responsibilities of the awarded agencies. She suggested their required involvement in committees to ensure more active members. Veronica Rodriguez stated making that a requirement is not allowed, and County Counsel would need to review and approve such action.

Robert Brown requested data, outcomes, information of development projects. Veronica Rodriguez stated staff is working on applications and will have outcomes requested as projects move forward. Rosyo Ramirez added that awarded agencies will be providing a report when claims are submitted and on a six month basis as well.

VII. **Member Updates**

Veronica Rodriguez announced a proposal she will submit to the Local Health Authority (LHA) for administrative funding. Funds would be used to hire a consultant to create a data driven strategic plan and homeless plan, improve community engagement, recommendations on how to maximize resources. Veronica estimates the consultant would work on the project for one year to eighteen months. The consultant would ultimately be the selected by the Local Health Authority.

Veronica also shared she will be a member of the California Welfare Directors Association Homeless Sub-Committee.

Referencing a handout "Homeless Housing, Assistance and Prevention Program (HHAP)", Rosyo reiterated information of last meeting that is listed on the handout noting funding allocations. Additional info will be released later this month.

Maria Nava-Froelich spoke of Calipatria Unified School District and the Calipatria-Niland Family Resource Center Safety and Wellness Fair at Wirth Auditorium in Calipatria.

Chief Brian Johnson expressed his support of the use of tiny homes to help local homeless like Yuba City's tiny home community. Veronica Rodriguez said she will send HUD links consisting of housing examples being done in various counties.

Les Smith shared his goal as chair/community liaison to present to local governments and organizations a video on homelessness.

VIII. Adjournment:

Chair Les Smith thanked Administrative Entity Lead for their hard work. The meeting adjourned at 2:49 pm.