



MEETING MINUTES

IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL

EXECUTIVE BOARD MEETING

September 5, 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 Kuhlen, Director, Imperial County Behavioral Health Services	Board Member	Excused
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
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
Vacant Position –	Board Member	
Veronica E. Rodriguez, Director, Imperial County Department of Social	Admin Entity Lead	X
Paula Llanas, Assistant Director, Imperial County Department of Social	Admin Entity Lead	X

Guests: Rosyo Ramirez, Program Manager, Esperanza Colio Warren - Deputy County Executive Officer, County of Imperial; Javier Moreno, Citizen of Calexico; and Isaen Equihua, Imperial County Department of Social Services.

- I. **Call to Order:** Chairman Les Smith called the meeting to order 1:09 p.m.
- II. **Roll Call:** Board member Robert Brown arrived at 1:30 p.m., Board Member Brett Houser arrived at 1:45 p.m.
- III. **Approval of Agenda:** Motion to approve agenda by Brian Johnson and second by Maria Nava-Froelich, motion carried unanimously. Chairman Les Smith motioned for emergency item to be added to the agenda and second by Dr. Lang, motion carried unanimously.
- IV. **Approval of Minutes:** Motion to approve minutes by Maria Nava-Froelich and second by Victor Estrada that the minutes for the August 13, 2019 meeting be approved as submitted. Motion carried unanimously.
- V. **Public Comment:** No public comment.
- VI. **Special Presentations:** There were two special presentations provided. The first presentation

was provided by Catherine Kungu, Senior Housing Policy Specialist. Ms. Kungu representing Housing and Community Development (HCD) provided information regarding funding opportunities available for local governments in California. The funding opportunities included CESH, No Place Like Home (NPLH), Permanent Local Housing Allocation (PHLA) and provided information on Homelessness Technical Assistance. Esperanza Colio stated that there is no final homeless plan at this time.

The second presentation was provided by Lahela Mattox, Director of Local Partnership Programs, Homeless Coordinating and Financing Council (HCFC), presenting on Homeless Emergency Aid Program, HHAP, and HCFC. Ms. Mattox provided information regarding the statewide strategic action plan. This is a collaborative process, the plan will focus on how the state should prioritize its resources to efficiently decrease homelessness throughout the state. Ms. Mattox provided information regarding HHAP, a 650 million one-time block grant. Ms. Mattox provided information regarding HEAP expenditures throughout the State, 39% is being expended on services.

VII. **Discussion/Action Calendar**

- A. Discussion/action of IVCCC Executive Board appointment: Ms. Llanas discussed the letter submitted as an attachment. The Chairman of the Imperial County Board of Supervisors, Ryan Kelly requested that the Board consider including members of the public from all five (5) districts to include individuals not linked to an NGO. Maria Nava suggested an addition of 2 or 3 members per year. Brett Houser stated that the membership to the board should be open for anyone who is really interested and afforded the example of Javier Moreno who was present. Robert Brown provided input regarding quorum, and the additional people on the executive board would make it more difficult to meet quorum. Dr. Lang identified that we currently have ten (10) members with one vacancy. Maria Nava-Froelich inquired as to whether Javier Moreno would fill a vacancy. Les Smith recommended that the Executive Board respond to the Board of Supervisors (BOS). After a robust discussion Dr. Lang made a motion to receive and file the recommendation of the Board for later consideration to expand the Executive Board, second by Maria Nava-Froelich, motion carried unanimously. Dr. Lang motioned to fill vacant position with Javier Moreno for the remainder of the term of the position and second by Victor Estrada, motion carried unanimously.
- B. Discussion/action regarding IVCCC Executive Board temporary appointment of Secretary responsibilities: Ms. Llanas discussed the temporary vacancy of the IVCCC Executive Board Secretary. As the AE, Ms. Llanas would like for the Executive Board to discuss and temporarily appoint a board member the responsibilities of the Secretary. Ms. Llanas stated that the responsibilities include taking the meeting minutes. There was a discussion regarding staff from Public Administrators availability to take minutes. Maria Froelich-Nava volunteered to take minutes. Dr. Lang will look into one of her Departments appointing clerical staff to take minutes, it was determined that a motion was not necessary for this item.

A. Administrative Entity updates:

1. 2018 California Emergency Solutions and Housing (CESH)

Ms. Llanas informed the board that for the past two (2) weeks the Administrative Entity has been meeting with the grantees concerning CESH to discuss contracts, budgets and items that are necessary thus they can move forward in solidifying the contracts to send to County Counsel for review. In addition, in collaboration with State the AE has provided technical assistance to grantees regarding their respective CESH budgets, period of services, expenditure periods, and allowable expenses. The AE has requested an MOU if the grantee is contracting any services out while utilizing CESH funding, thus the AE can ascertain that the sub-grantees are using funding for allowable activities.

2. 2019 Homeless Emergency Aid Program (HEAP)

Similar to the CESH, the AE has been meeting with applicants to discuss contracts' budgets, there has been follow up with applicants. It is anticipated that the contracts may be executed within the timeline identified in the Request for Proposal (RFP). The AE will be working with Ms. Colio with reference to the HEAP contracts related to capital improvements.

3. FY 2019 CoC Competitive Application

FY 19 CoC Program Competition timeline and update was provided by Ms. Ramirez. Ms. Ramirez explained that the application incorporates the structure of the CoC. The priority listing and the CoC application is due September 30, 2019. The application needs to be posted on the CoC website two days before the HUD deadline of September 30, 2019.

VIII. **Adjournment:** The meeting adjourned at 3:47 p.m.