

Attachment 1



EMERGENCY MEETING MINUTES
IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL
EXECUTIVE BOARD MEETING

June 3, 2020

1:00 PM – 3:00 PM

Location: Department of Social Services,
2895 South 4th Street, El Centro, CA 92243

Name	Executive Board	Present
Les Smith, General Manager, Desert Trails RV & Golf Resort	Chair	X
Vacant	Vice Chair	Vacant
Rosie Blankenship, Director, Imperial County, Public Administrator/AAA	Secretary	X
Dr. Kathleen Lang, Vice President, California Health & Wellness	Treasurer	X
Robert M. Brown, Chief of Human Resources, Pioneers Memorial Hospital	Board Member	Absent
Brian Johnson, Chief, El Centro Police Department	Board Member	Absent
Ernie Mariscal, Veterans Community Representative	Board Member	X
Andrea Kuhlen, Director, Imperial County Behavioral Health Services	Board Member	X
Javier Moreno, Community Member	Board Member	X
Veronica Rodriguez, Director, IC Department of Social Services	Administrative Entity Lead	X
Paula Llanas, Assistant Director, IC Department of Social Services	Administrative Entity Lead	X

Guests: Isaen Equihua, Department of Social Services; Esperanza Colio, Deputy CEO

- I. **Call to Order** Meeting called to order by Chairman Les Smith at 1:05pm
- II. **Roll Call**
- III. **Approval of Agenda** The Administrative Entity (AE) requested to add two urgency items to the agenda.
 1. Discussion/Action approval of the Federal Emergency Solutions Grant Program (ESG) in the amount of \$322,956, approval of ESG-BoS tentative program timeline.
 2. Discussion/Action approval of the Federal Emergency Solutions Grant Program - Coronavirus (ESG-CV) in the amount of \$1,028,100.

Motion to approve urgency item and approval of agenda made by Andrea Kuhlen and second by Dr. Kathleen Lang (6-0)
- IV. **Approval of Minutes** Discussion of minutes, pertaining to Attachment 1. Dr. Lang requested a revision to May 6, 2020 minutes. AE directed to include language indicating that Dr. Kathleen Lang motioned to approve the amended changes to the minutes, this was pertaining to April 3, 2020 minutes. Ms. Blankenship requested that minutes specifically indicate that Public Administrators (PA) be included not solely Area Agency on Aging (AAA) as the PA applied for the grant. Motion to approve minutes with the discussed amendments by Dr. Kathleen Lang and second by Rosie Blankenship (Approved 6-0).
- V. **Public Comment** None
- VI. **Discussion/Action Calendar**
 - A. Discussion/Action approve amended COVID-19 Emergency Homeless Funding #20-HCFC to Workforce and Economic Development (WED) in the amount not to exceed \$130,071.27 (Attachment #3).

- Paula Llanas provided background regarding the action item and that AE was to bring this item back to the Executive Board upon obtaining the final amount expended by WED. Dr. Lang inquired as to why the expenditures more than doubled. Ms. Llanas projected that there was a high volume of calls which resulted in numerous clients being eligible for services. Dr. Lang inquired regarding total expenditures of the award [COVID-19 Homeless Emergency Funding] \$528,000. Andrea Kuhlen shared with Dr. Lang that in the previous meeting's minutes an update had been provided in which it was estimated that the costs would increase towards \$100,000. Ms. Rodriguez, provided input regarding the final amount. Dr. Lang understood and clarified she did not need that detail at this time. Dr. Lang wanted general clarification. Andrea Kuhlen motioned to approve and it was second by Javier Moreno to approve the \$130,071.27 for Workforce and Economic Development (Approved 6-0)

B. Discussion/Action approve Executive Board membership nomination process (Attachment #4).

- Dr. Kathleen Lang presented on this item. She provided a brief summary of where the Board left off at the last meeting with the nomination process and document. Dr. Lang identified the subcommittee as consisting of Rosie Blankenship, Les Smith, Javier Moreno and herself. She provided a detailed overview of the documents (attachment #4). Dr. Lang clarified that at the last meeting the board had not made a motion to approve the updated nomination process and document, because they had wanted to give the Executive Board the opportunity to review the materials and to get some feedback regarding the materials. Dr. Lang informed the board they are giving them the opportunity now to provide any feedback and/or time to discuss. Dr. Lang asked if there is an email address that can be utilized for applicants to submit to, Ms. Llanas offered Dr. Lang to use the AE's email address for IVCCC purposes ivcccinquiries@co.imperial.ca.us Dr. Lang agreed to use this email address, specifically for the nomination process. Dr. Lang made motion to approve the Executive Board membership nomination process; it was second by Andrea Kuhlen (Approved 6-0).

C. Discussion/comments of the Homelessness Strategic Plan draft, IVCCC Executive Board to review and provide comments prior to adoption and publication (Attachment #5).

- Ms. Llanas elaborated on the reason this homeless plan was created and recommended that everything required in the "No Place Like Home" is incorporated into this homeless plan. She inquired regarding the potential of a subcommittee to review the plan, provide feedback and bring back to the executive board for approval, review, or adoption. Ms. Blankenship asked if the document had been taken to the general council, and whether input had been obtained from the general council prior to their adoption. Ms. Rodriguez responded that it had not been taken to the general council. Ms. Blankenship emphasized the importance of ensuring that the information transcribed in the plan is accurate, by verifying with local agencies who represent specified information in the plan. Such as transportation and the LGBTQ. Ms. Kuhlen suggested to send out the document first, and then have that committee review it, provide input, and then incorporate that into the document. Ms. Rodriguez clarified that there was a lot of community input via the workshops that TAC and AE conducted in December and February. The workshops involved many stakeholders who provided input, the input ultimately assisted in creating the plan. Dr. Lang suggested that the ADHOC committee not be convened to review it, as much as to receive whatever feedback comes in and integrate that into it or not. Ms. Rodriguez recommended to the board to pass the ADHOC to the IVCCC general membership and have them finalize this and present it to the executive board for approval. AE to send the Homeless Strategic Plan to IVCCC General Membership. The ADHOC committee will be composed of Ms. Blankenship, Ms. Kuhlen, Mr. Smith and Ms. Blankenship. No action taken, direction to AE to provide plan to IVCCC general membership.

D. Discussion/Action approval of the Federal Emergency Solutions Grant Program (ESG) for \$322,956. Along with the tentative program timeline.

- Ms. Llanas informed the board of the ESG-Balance of State Allocation grant for 2020. The total amount of grant is \$322,956. She added that there was an extension given by the State. The original deadline was May 28, 2020, in which has been extended to July 10, 2020. Brief discussion regarding the ESG-BoS allocation and rapid rehousing. Ms. Llanas clarified and expanded on the ESG-BoS items requiring approval.

1) To approve the ESG-Balance of State (BoS) tentative timeline.

Ms. Llanas provided an overview of the timeline to the Board, emphasizing the deadlines that had been established and eligible activities. Motion to approve timeline by Rosie Blankenship and second by Javier More (Approved 6-0).

E. Discussion/Action approval of the Federal Emergency Solutions Grant Program - Coronavirus (ESG-CV) for \$1,028,100.

Ms. Rodriguez provided a background regarding ESG-CV and amount allocated to CoC 613. Ms. Rodriguez requested direction from Executive Board as to whether AE should apply for this funding [\$1,028,100]. Ms. Rodriguez reported that this would be a very tight deadline. Dr. Lang made a motion to approve, second by Javier, to give direction to Administrative Entity staff to apply for the \$1,028,100 NOFA for ESG-CV (Approved 6-0)

F. Administrative Entity updates

1. COVID-19 Emergency Homelessness Funding

Ms. Rodriguez provided an update regarding Project SafeGuard. Project Safeguard is pertaining to the hotel Lease that was secured. Ms. Rodriguez provided background regarding priority of individuals placed at the hotel. There is a room at the hotel where the AE is setting up operations. The second project is the Homeless Housing program, these are the trailers; case management services are provided to individuals at the trailers. Services provided include providing three meals a day, linens, and additional incidentals are provided by the AE. Transportation is also provided by the AE, the AE collaborated with EOC to obtain a van to transport individuals at the trailers. Isaen Equihua provided data regarding the hotline. The AE has received over 1,000 calls to the hotline; of these calls over 500 unduplicated individuals have been assessed.

2. 2018 Homeless Emergency Aid Program (HEAP)

Mr. Equihua provided an update; there has been no change at this time. There are 7 projects that have been executed, with a total of over \$500,000 that has been approved. The aforementioned does not include the capital improvement project. Ms. Rodriguez stated that the AE has not been able to move forward with CRP. Ms. Rodriguez added that the AE is waiting for CRP to change the ownership of the property to the appropriate LLC. The aforementioned should take approximately one week.

3. 2018 California Emergency Solutions and Housing (CESH)

Mr. Equihua stated that one contract was approved yesterday by the Board of Supervisors, this was for Catholic Charities, this was their second CESH project in the amount of \$83,581. The total amount of CESH approved contracts is \$408,581.

4. Homeless Housing and Assistance Prevention Program (HHAP)

There is no change as to HHAP. Ms. Rodriguez worked on sending the amended standard agreement to the State.

5. Emergency Solutions Grant (ESG)

ESG discussed during action item.

VII. **Board Member Announcements**

VIII. **Meeting Adjournment:** Next Meeting -Wednesday, July 1, 2020, from 1:00-3:00 p.m.