

LONG BEACH CONTINUUM OF CARE

BOARD MEETING MINUTES

June 11, 2019

2:45 pm – 4:15 pm

I. **CALL TO ORDER and INTRODUCTIONS:** Meeting called to order at 2:50 pm by Co-Chair Jeff Levine.

II. **ROLL CALL**

MEMBERS PRESENT: Steve Be Cotte (Downtown Long Beach Alliance), Sharon Wie (Interval House), Jeff Levine (Bethany Church Long Beach), Edward Arnold (Apartment Association of CA So. Cities), Jina Lawler (The Children’s Clinic), Allison Kripp (Homeless Services Advisory Committee), James Howat (Community Advocate), Natalie Swit (National Council of Jewish Women-Long Beach), Erin Simon (Long Beach Unified School District), Ben Espitia (Goodwill SOLAC), Alison King (City of Long Beach, Housing Authority), Jeffrey Johnson (Homeless Services Advisory Committee)

MEMBERS ABSENT: Luther Richert (Mental Health America Los Angeles), Thomas Hudson (People with Lived Experience), Brian D’Andrea (Century Villages at Cabrillo)

GUESTS PRESENT:

Christine Delabre (Interval House), Martha Rangel (Interval House), Jordan Wynne (United Way, Everyone In LA), Katrese Epps (Veterans Affairs), Marjorie Solorzano (Mental Health America Los Angeles), Darrell Simien (Habitat for Humanity of Greater Los Angeles), Kena Liggins-Tompkins (U.S. Veterans Initiative Long Beach)

CITY OF LONG BEACH STAFF PRESENT: Teresa Chandler, Bureau Manager, Human Services, Shannon Parker, Homeless Services Officer, Elsa Ramos, Special Projects Coordinator, Michelle Mel-Duch, Homeless Services Administrative Coordinator, David Thompson, Homeless Impacts Coordinator, Lucinda Hayes, Outreach Coordinator, Ka Xiong, Contracts and Grants Specialist, Ariel Dianzon, Contracts and Grants Specialist, Michelle Lim, Community Program Technician, Christian Artizada, Coordinated Entry Systems Matcher

III. **REVIEW and APPROVAL of MINUTES for MEETING HELD ON MARCH 5, 2019**

Motion: Approve the minutes as submitted made by Board Member Erin Simon and seconded by Board Member Edward Arnold.

Motion approved unanimously.

IV. **NEW BUSINESS**

CoC Board Elections

Co-Chair Jeff Levine, Shannon Parker, and Elsa Ramos provided an overview of the Board composition. Elsa Ramos, Board Member Erin Simon, and Board Member Steve Be Cotte gave an update on the CoC Board Governance Subcommittee discussions regarding the Board structure, continuity, representation, and categorization. A 2019 CoC Board Members handout was distributed.

A CoC election overview was provided:

- Vacant board officer: co-chair.

- Vacant seats:
 - 1 business improvement district
 - 1 education
 - 1 faith based organization
 - 1 Homeless Services Advisory Committee
 - 2 non-profit.

The following candidates submitted professional biographies:

- Darrell Simien (non-profit or faith based organization)
- Jordan Wynne (non-profit)
- Kena Liggins-Tompkins (non-profit)
- Steve Be Cotte (business improvement district, eligible for re-election)
- Erin Simon (education, eligible for re-election)
- Jeffrey Johnson (Homeless Services Advisory Committee, eligible for re-election)
- Unseated candidates provided a brief introduction.

Discussion ensued among the board members.

Board Member Alison King joins the meeting at 3:15 p.m.

Motion: To change the Board stakeholder composition to membership that has the experience/representation of the local community at time of recruitment made by Board Member Steve Be Cotte; Seconded by Board Member Erin Simon.

Motion approved unanimously.

Motion: Request for an assessment of current Board composition as it relates to stakeholder categories to ensure it represents the needs of the community prior to electing new members made by Board member Jina Lawler; seconded by Board Member Ed Arnold.

Motion approved unanimously.

Voting for vacant seats was postponed to the September 2019 meeting.

Co-Chair Jeff Levine resigned as Co-Chair and faith based organizations stakeholder. Staff reported that Board Member Brenda Threatt resigned as the non-profit stakeholder.

The CoC Board thanked the board members for their commitment to serving the continuum and community.

Motion: Nominate and approve Board Member Steve Be Cotte as Co-Chair made by Co-Chair Jeff Levine; seconded by Board Member Edward Arnold.

Motion approved unanimously.

Motion: Approve Board Member Allison Kripp to continue as Co-Chair and Board Member Ben Espitia to continue as Secretary made by Co-Chair Jeff Levine; seconded by Board Member Edward Arnold.

Motion approved unanimously.

Vote on Annual Renewals:

- **CoC Governance Charter and Bylaws**
- **CoC and ESG Written Standards**
- **HMIS Policies and Procedures and HMIS Data Quality Plan**

Co-Chair Jeff Levine introduced the item and requested a motion to approve.

Motion: Approve the CoC Governance Charter and Bylaws, CoC and ESG Written Standards, and HMIS Policies and Procedures and HMIS Data Quality Plan as submitted made by Board Member Alison King; seconded by Board Member Sharon Wie.

Motion approved unanimously.

CoC Board PIT Count Reflections

Item was not called for discussion.

CoC Governance Charter and Bylaws Discussion

Governance subcommittee to review at September 2019 meeting.

Review and vote on Reallocation Policy and Procedure and Project Performance Tool

Michelle Mel-Duch provided an overview on the Long Beach Reallocation Policy and Procedure and Project Performance Tool; handouts were distributed.

Discussion ensued among the board members.

Motion: Approve the Reallocation Policy and Procedure and Project Performance Tool as submitted made by Board Member Jim Howat; seconded by Board Member Ed Arnold.

Motion approved unanimously.

V. ANNOUNCEMENTS

Elsa Ramos announced that a special meeting will be called to discuss the FY 2019 CoC Program Notice of Funding Availability (NOFA). Project ranking and review of new projects will also be discussed.

VI. PUBLIC COMMENT

None

VII. FUTURE MEETINGS

Special Meeting for FY 2019 CoC NOFA
Board Meeting: September 10, 2019

VIII. MEETING ADJOURNED

Co-Chair Jeff Levine adjourned the meeting at 4:15 pm.