

Jordan Wynne, Co-Chair  
Kimberly Wee, Co-Chair  
Dianka Lohay, Secretary  
Brandon Washington, Member  
Darrell Simien, Member  
Edward Arnold, Member  
Anna Topolewski, Member



Sylvia Guerrero, Member  
Kati Hoover, Member  
Elizabeth Weithers, Member  
James Howat, Member  
Jamies Shuford, Member  
Jennifer Swan, Member  
Jina Lawler, Member  
Luther Richert, Member

---

## **SPECIAL LONG BEACH CONTINUUM OF CARE BOARD MEETING**

### **FINISHED AGENDA AND MINUTES**

#### **CALL TO ORDER**

Special meeting via teleconference called to order at 3:30 PM by Co-Chair Jordan Wynne.

#### **ROLL CALL**

Roll call taken by Michelle Lim.

**BOARD MEMBERS PRESENT:** Jordan Wynne (Los Angeles Department of Health Services), Anna Topolewski (Housing Authority of the City of Long Beach), Brandon Washington (Person With Lived Experience), Edward Arnold (Apartment Association of CA So. Cities), Elizabeth Weithers (Development Services), James Howat (Community Advocate), Jamies Shuford, (Skidrow Advocacy Group Inc.), Jennifer Swan (Long Beach Veterans Affairs), Jina Lawler (The Children's Clinic Family Health), Kati Hoover (Long Beach Unified School District), Luther Richert (Mental Health America of Los Angeles), Sylvia Guerrero (Homeless Services Advisory Committee)

**CITY OF LONG BEACH STAFF PRESENT:** Paul Duncan, Homeless Services Bureau Manager; Michelle Lim, Contracts and Grants Specialist; Stephanie Sosa, Contracts and Grants Associate; Ka Xiong, Contracts and Grants Specialist; Jessica Villalobos, Homeless Services Administrative Analyst; Ariel Dianzon, Contracts and Grants Specialist

**Members Present:** Washington, Arnold, Weithers, Howat, Shuford, Swan, Lawler, Wynne, Richert, Hoover, Topolewski and Guerrero

**Members Excused:** Lohay and Wee

**Members Absent:** Simien

**REGULAR AGENDA**

**2022 CoC NOTICE OF FUNDING OPPORTUNITY**

- 1 [22-091HS](#) Discuss the 2022 CoC Notice of Funding Opportunity

**Attachments:** [Annual CoC Competition](#)

Paul Duncan provided an overview of the CoC NOFO and updates for FY2022. On August 1, 2022, HUD released the annual Continuum of Care Competition NOFO. Long Beach's Annual Renewal Demand (ARD) for 2022 is \$9,476,527 and we are eligible for \$284,296 for both a CoC Planning Grant and UFA Grant. Total Renewal Funding for Long Beach CoC: \$10,045,119.

**Motion to receive and file report on the 2022 CoC NOFO made by Board Member James Howat and seconded by Board Member Jamies Shuford. Motion passes.**

**Yes:** 10 - Washington, Arnold, Weithers, Howat, Shuford, Swan, Lawler, Richert, Hoover and Topolewski

**Abstain:** 2 - Wynne and Guerrero

**Excused:** 2 - Lohay and Wee

**Absent:** 1 - Simien

**CoC RANKING METHODOLOGY**

- 2 [22-092HS](#) Discuss the CoC Ranking Methodology and vote

**Attachments:** [2022 CoC NOFO Scoring and Prioritization Policy.pdf](#)

Paul Duncan provided an overview of the CoC Scoring and Ranking Policies and Methodology based on a variety of factors using a Tier system. Discussion ensued among the Board Members.

**Motion to approve the CoC Scoring and Ranking Policies and Methodology for CoC New Projects and Renewal Projects made by Board Member James Howat and seconded by Board Member Jamies Shuford. Motion passes.**

**Board Member Edward Arnold arrives at 3:50 PM.**

**Yes:** 10 - Washington, Arnold, Weithers, Howat, Shuford, Swan, Wynne, Richert, Hoover and Topolewski

**Abstain:** 2 - Lawler and Guerrero

**Excused:** 2 - Lohay and Wee

**Absent:** 1 - Simien

### CoC REALLOCATION METHODOLOGY, POLICIES AND PROCEDURES

- 3 [22-093HS](#) Discuss and vote on the CoC Reallocation Methodology, Policies and Procedures

**Attachments:** [Long Beach CoC Reallocation Policy](#)

Paul Duncan provided an overview on the CoC Reallocation Methodology and Policy & Procedures. No updates were made to the document.

**Motion to approve CoC Reallocation Methodology and Policy & Procedures as submitted made by Board Member James Howat and seconded by Board Member Jina Lawler. Motion passes.**

**Yes:** 10 - Arnold, Weithers, Howat, Shuford, Swan, Lawler, Wynne, Richert, Hoover and Topolewski

**Abstain:** 2 - Washington and Guerrero

**Excused:** 2 - Lohay and Wee

**Absent:** 1 - Simien

## HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) POLICIES AND PROCEDURES

- 4 [22-098HS](#) Discuss and vote on the Homeless Management Information System (HMIS) Policies and Procedures

**Attachments:** [HMIS Policies and Procedures 2022-07-29.pdf](#)

Paul Duncan provided an overview on the Homeless Management Information System (HMIS) Policy & Procedures. Discussed recommendations made by staff and the Quality, Data, and Performance Subcommittee.

**Motion to approve the Homeless Management Information System (HMIS) Policies & Procedures as submitted made by Board Member Edward Arnold and seconded by Board Member James Howat. Motion passes.**

**Board Member Sylvia Guerrero arrives at 4:25 PM.**

**Yes:** 10 - Washington, Arnold, Weithers, Howat, Shuford, Swan, Lawler, Richert, Hoover and Topolewski

**Abstain:** 2 - Wynne and Guerrero

**Excused:** 2 - Lohay and Wee

**Absent:** 1 - Simien

## 2022 CoC NOFO NEW PROJECT RFP PROCESS

- 5 [22-094HS](#) Discuss and vote on the 2022 CoC NOFO New Project RFP Process

**Attachments:** [Final RFP 2022 CoC Program NOFO HSB-2022-001 r/](#)

Paul Duncan provided an overview of areas of future focus and next steps. The CoC Board will vote on New Projects and Renewals (ranking and prioritization) for the CoC Consolidated Application at the next meeting in September.

**Motion to approve the 2022 CoC NOFO New Project RFP Process made by Board James Howat and seconded by Board Member Jennifer Swan. Motion passes.**

**Yes:** 11 - Washington, Arnold, Weithers, Howat, Shuford, Swan, Lawler, Richert, Hoover, Topolewski and Guerrero

**Abstain:** 1 - Wynne

**Excused:** 2 - Lohay and Wee

**Absent:** 1 - Simien

#### **2022 CoC NOFO RFP REVIEW PANEL**

- 6 [22-095HS](#) Request and approve 3 volunteers and 1 alternate for the 2022 CoC NOFO RFP Review Panel

Paul Duncan requested for Review Panel volunteers that will review submittals for New Projects RFP. The following Board Members joined the Review Panel: Jamies Shuford. Staff will reach out to the CoC Board, HSAC, and HSB staff to request for two more volunteers.

#### **2022 UNSHELTERED HOMELESSNESS NOTICE OF FUNDING OPPORTUNITY**

- 7 [22-096HS](#) Discuss 2022 Unsheltered Homelessness Notice of Funding Opportunity

**Attachments:** [Unsheltered NOFO Plan CoC Board.pdf](#)

Paul Duncan provided an overview of the 2022 Unsheltered Homelessness NOFO. On June 22, 2022 HUD released the supplemental Unsheltered / Rural Homelessness Notice of Funding Opportunity. The NOFO is a response to increasing rates of unsheltered homelessness throughout the country and the difficulty of navigating services in rural areas. Long Beach is eligible to be awarded up to \$5,193,648. Presented Unsheltered Homelessness plan recommendations from multiple work groups and input sessions.

**Motion to receive and file report on the 2022 Unsheltered Homelessness NOFO made by Board Member Jamies Shuford and seconded by Board Member James Howat. Motion passes.**

**Board Member Kati Hoover retires at 4:29 PM.**

**Yes:** 10 - Washington, Arnold, Weithers, Howat, Shuford, Swan, Lawler, Richert, Topolewski and Guerrero

**Abstain:** 2 - Wynne and Hoover

**Excused:** 2 - Lohay and Wee

**Absent:** 1 - Simien

#### **2022 UNSHELTERED NOFO RFP REVIEW PANEL**

- 8 [22-097HS](#) Request and approve 3 volunteers and 1 alternate for the 2022 Unsheltered NOFO RFP Review Panel

Paul Duncan requested for Review Panel volunteers that will review submittals for the Unsheltered Homelessness RFP. The following Board Members joined the Review Panel: Sylvia Guerrero, Jamies Shuford, and Jina Lawler.

**FUTURE AGENDA ITEMS**

None

**ANNOUNCEMENTS**

None

**PUBLIC PARTICIPATION**

None

**FUTURE MEETINGS**

Board: September 13, 2022  
General: September 20, 2022

**ADJOURNMENT**

Paul Duncan adjourned the meeting at 4:48 PM.

ML