



Agenda Items The following items are presented for informational, consent, and discussion purposes.

Item No.	Informational Items	
1	Coalition Against Sexual Exploitation (CASE) – Anne-Michelle Ellis, CASE Coordinator, Children’s Network (20 minutes)	9:15 – 9:35 am
Consent Items		
2	No items	
Discussion Items		
3	Approve Amended Bylaws – Regina Coleman, County Counsel (10 minutes)	9:35 – 9:40 am
4	Chair and Vice Chair Vote – Regina Coleman, County Counsel (10 minutes)	9:40 – 9:50 am
5	Adopt Grant Review Committee Recommendations - Tom Hernandez, Homeless Services Manager (15 min)	9:50 – 10:05 am
6	Approve 2013 Interagency Council on Homelessness Meeting Calendar (10 minutes)	10:05 – 10:15 am
7	Approve letter of support for transition of HMIS to the County of San Bernardino in preparation for the establishment of the Unified Funding Agency – Tom Hernandez, Homeless Services Manager (10 minutes)	10:15 – 10:25 am
Closing		10:25 – 10:30 am

Public Comment Open to the public for comments limited to three minutes

Council Roundtable Open to comments by the Council

Next ICH Meeting December will be Dark

The next Interagency Council on Homelessness meeting is scheduled for:

January 23, 2013
9:00 am – 11:00 am
Department of Behavioral Health, Training Institute
1950 S. Sunwest Lane, Suite 200-Rooms Suoi and Agasga
San Bernardino, CA 92408

THE INTERAGENCY COUNCIL ON HOMELESSNESS MEETING FACILITY IS ACCESSIBLE TO PERSONS WITH DISABILITIES. IF ASSISTIVE LISTENING DEVICES OR OTHER AUXILIARY AIDS OR SERVICES ARE NEEDED IN ORDER TO PARTICIPATE IN THE PUBLIC MEETING, REQUESTS SHOULD BE MADE THROUGH THE OFFICE OF HOMELESS SERVICES AT LEAST THREE (3) BUSINESS DAYS PRIOR TO THE PARTNERSHIP MEETING. THE OFFICE OF HOMELESS SERVICES TELEPHONE NUMBER IS (909) 252-4001 AND THE OFFICE IS LOCATED AT 1950 S. SUNWEST LN., STE 200, SAN BERNARDINO, CA 92408. <http://hss.sbcounty.gov/sbchps/>

Minutes for San Bernardino County Homeless Partnership Interagency Council on Homelessness

August 29, 2012
9:00 am – 11:00 am
Department of Behavioral Health-Training Institute
1950 South Sunwest Lane, Suite 200
San Bernardino, CA 92408

Minutes Recorded and Transcribed by Jennifer Pacheco, Secretary I, Office of Homeless Services

TOPIC	PRESENTER	ACTION/OUTCOME
Call to Order	Josie Gonzales	<ul style="list-style-type: none"> ▪ The meeting was called to order at 9:10 am.
Introductions	Josie Gonzales	<ul style="list-style-type: none"> ▪ Introductions were made by all ICH Members. Guests were also invited to introduce themselves.
Presentation of Minutes	Josie Gonzales	<ul style="list-style-type: none"> ▪ Minutes were accepted with addition from Gary Madden.
REPORTS	PRESENTER	ACTION/OUTCOME
Homeless Youth Task Force	Tom Hernandez	<ul style="list-style-type: none"> ▪ Darryl Evey of Family Assistance Program gave a presentation on Our House, a new youth homeless shelter in Redlands offering 12 beds. He also discussed Young Visionaries home in San Bernardino which offers 4 beds to homeless youth. Mr. Evey will be pursuing several more grants to expand the shelter. ▪ Several agencies gave report to discuss the Interagency Youth Resiliency Team (IYRT). The IYRT has task forces that go out into the community to provide available services to eligible system-involved youth. They provide support and mental health services. This is a new program and a partnership between the Department of Behavioral Health, Department of Probation, and Children and Family Services.
Homeless Provider Network	Tom Hernandez	<ul style="list-style-type: none"> ▪ The last HPN Meeting took place on Wednesday, August, 2012. <ul style="list-style-type: none"> ▪ Presentation was provided by Judy Saul of Mercy House explaining programs, services, and upcoming projects.
Office of Homeless Services	Tom Hernandez	<ul style="list-style-type: none"> ▪ The ICH members were provided with the OHS Report as a hand out with attachments. (Copies are available upon request). All information can also be found at www.sbcounty.gov/SBCHP. <ul style="list-style-type: none"> ▪ 2012 Continuum of Care (CoC) Homeless Assistance Grant Update: <ul style="list-style-type: none"> ▪ HUD published the Interim Rule for the CoC Program on July 14, 2012. The Summary was provided and the full report can be found at http://hudhre.info. <ul style="list-style-type: none"> ▪ A CoC may spend up to three percent of its final pro-rata need on administrative costs related to CoC planning. This is in addition to the Pro-Rata Need. This means that the Lead CoC may receive monies for planning activities in the 2012 application. Entities that are also UFAs may spend up to an additional three percent on administrative

Office of Homeless Services <i>cont.</i>	Tom Hernandez	<p>costs.</p> <ul style="list-style-type: none"> ▪ Emphasis placed on establishing local performance measurements to measure program performance. Renewals should not be automatic as recipients of funds need to be held accountable. A grant recipient must draw down funds at least once a quarter of the program year. ▪ The CoC is required to participate in the ESG planning process as well as ESG recipients are required to participate in the CoC planning process. ▪ Public Housing Authorities (PHA) are no longer eligible applicants for new projects, although renewals will continue to be administered by PHAs. ▪ For more information, HUD is offering a series of webinars which can be found at http://portal.hud.gov/hudportal/HUD?src=/press/multimedia/videos. ▪ On July 23, 2012, HUD released the Grant Inventory Worksheets which began the 2012 CoC Program Registration process. <ul style="list-style-type: none"> ▪ The Grant Inventory Worksheet was submitted by OHS on August 15, 2012. San Bernardino County will now have \$5.4 million as a result of Shelter Plus Care and new un-contracted programs being added to the list this year by HUD. ▪ On August 21, 2012, HUD announced the opportunity for collaborative applicants to submit a request to be designated as a Unified Funding Agency (UFA). HUD encourages communities that intend to seek UFA designation to review the questions and prepare for future competitions, but does not expect communities to meet these standards in the 2012 fiscal year. ▪ The Commonwealth of Massachusetts has become one of the nation's first communities to issue Social Impact Bonds targeted for homelessness. The "pay for success" contract will offer resources to scale permanent supportive housing and reduce public costs and shelter use. New York City Mayor Michael Bloomberg announced that Social Impact Bonds will be adopted in New York City to reduce recidivism rates. ▪ The OHS in conjunction with the San Bernardino County Re-Entry Collaborative hosted a Re-Entry Housing Employment Life Project (HELP) meeting to look at how the Collaborative, ICH, MHSA, and Community Development and Housing can work complimentary to each other. The group cited a need for a Collective Impact Strategy focused on a common agenda. The Strategic Plan will be submitted to the Board of Supervisors on September 11, 2012 for adoption. All are encouraged to attend. The next meeting is September 28, 2012. ▪ The 6th Annual Homeless Summit will be held on Wednesday, November 7, 2012 at the Diocese of San Bernardino from 9 am – 3:30 pm with registration beginning at 8:30 am. This year's theme is "Bridging the Gaps of Homelessness" and will include four workshops as well as special presentations from Rachel Fleischer, writer and director of "Without a Home", Angela Pasco, Josh Candelaria, and Pastor Marco Garcia. ▪ According the ICH Bylaws, elections for Chair and Vice Chair will be considered at the September meeting, with positions commencing during the month of October. All interested members should submit their name to the Office of Homeless Services. Time will be provided
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Office of Homeless Services <i>cont.</i>	Tom Hernandez	<p>during the meeting for candidates to speak on their behalf.</p> <ul style="list-style-type: none"> ▪ The United States Department of Labor announced awards of \$11.53 million in grants to provide job training services to 5,500 veterans nationwide. Press Release was provided. ▪ On July 17, 2012, the Department of Veterans Affairs announced the awards of \$100 million to community organizations across the nation to implement the Supportive Services for Veteran Families program. The US Veterans Initiatives, one of San Bernardino County's CoC recipients, will receive funding to serve approximately 90 households in Riverside and San Bernardino Counties. ▪ The Cities of Ontario and Upland Food Distribution List is now available for download on the San Bernardino County Homeless Partnership website at www.sbcounty.gov/SBCHP. ▪ Action Item and Follow Up: A request was made of OHS meet with Deputy Wilke and invite Mr. Gary Madden of 2-1-1 to update the Sheriff's Department on the current homelessness resource list. OHS met with Deputy Wilke, Mr. Madden, and Mr. Marin of the 5th District on July 3, 2012 to discuss ways to make homeless resources more accessible to Sheriff staff.
INFORMATIONAL ITEMS	PRESENTER	ACTION/OUTCOME
2013 Point-In-Time Count Methodology	Don Smith	<ul style="list-style-type: none"> ▪ Mr. Smith provided an overview of the upcoming 2013 Point-In-Time Count explaining the new methodology including what the event is, why it is important, who is involved, when, where, and how it will be conducted. (Copies of the PowerPoint and handouts are available upon request). ▪ Michele Bletcher with OHS is the local contact for the Point-In-Time Count and can be reached at mkbletcher@dbh.sbcounty.gov.
CONSENT ITEMS	PRESENTER	ACTION/OUTCOME
Approval Amended Bylaws	Tom Hernandez	<ul style="list-style-type: none"> ▪ This item will be tabled to the next ICH Meeting.
DISCUSSION ITEMS	PRESENTER	ACTION/OUTCOME
Capitol Hill Day Debriefing and Discussion	<p>Josh Candelaria</p> <p>Chris Carrillo</p>	<ul style="list-style-type: none"> ▪ At the National Alliance to End Homelessness Conference in Washington DC in July, Mr. Candelaria, Mr. Hernandez, and Supervisor Gonzales had the opportunity to speak with several elected officials on the subject of economic impact and homelessness in San Bernardino County. <ul style="list-style-type: none"> ▪ There will be a follow up meeting with United States Senator Dianne Feinstein's representatives on Friday, September 7, 2012. ▪ The Federal Funding Cycle ends September 30. There will be a six month extension. More work will be required for all current issues which the ICH has been advocating for. Funding will not be provided for six more months. The ICH will take that opportunity to reiterate the impacts the economy has had on San Bernardino County in order to increase funding, allow for flexibility, and increase the resources. The ICH will be advocating for policy changes for the next six months until the new funding cycle comes out. ▪ Mr. Carrillo is the local representative for United States Senator Dianne Feinstein. He introduced himself and invited attendees to contact him to discuss homeless issues further.

PUBLIC COMMENT	PRESENTER	ACTION/OUTCOME
	Audulio Ricketts	<ul style="list-style-type: none"> ▪ Since October 1, 2011, 3,300 people have been released from prison into Probation's hands. Recidivism rate is 23% and far below the state's rate of 67% so the program is working well. ▪ Three day reporting centers will be opening very soon. Resources are being obtained. New staff is being hired to assist and supervise the parolees. A Probation Officer will be in every police department and subdepartment throughout the county. There are new units and departments which will be proactive in protecting the community as well as supportive to treatment. The program is progressing quite well. ▪ The RFP that went out obtained six applications. Those applications are being reviewed and a decision will be made on agencies which will receive funding to support AB109 housing. ▪ The Re-Entry Collaborative will next meet on September 28, 2012 at 9:30 am.
	Anthony Brazier	<ul style="list-style-type: none"> ▪ Mr. Brazier wanted to thank Supervisor Gonzales and Regina Coleman for their support of the HIV/AIDS Summit.
COUNCIL ROUNDTABLE	PRESENTER	ACTION/OUTCOME
	Gary Madden	<ul style="list-style-type: none"> ▪ The Re-Entry Strategic Plan addresses all the issues San Bernardino County faces with homelessness. Mr. Madden encourages the ICH to work together on the Strategic Plan. It will be available shortly.
Adjournment		Being no further business to discuss, the meeting was adjourned at 10:40 am.
Next Meeting		Wednesday, September 26, 2012 at 9:00 am – 11:00 am DBH – Training Institute 1950 S. Sunwest Lane, Suite 200, San Bernardino, CA 92408

Office of Homeless Services
 1950 S. Sunwest Lane, Suite 200 ▪ San Bernardino, CA 92408
 Phone: (909) 252-4001 ▪ Fax: (909) 252-4088
 Email: homelessrfp@hss.sbcounty.gov ▪ Website: <http://hss.sbcounty.gov/sbchp//>

Attendees at August 29, 2012 ■ Interagency Council on Homelessness

BLETCHER	MICHELE	Office of Homeless Services	909-387-7007	mkbletcher@dbh.sbcounty.gov
BLUM-JOHNSTON	TERI	Community Action Partnership San Bernardino County	909-723-1522	Tblum-johnston@capsbc.sbcounty.gov
BRAZIER	ANTHONY	Foothill AIDS Project	909-884-2722	abrazier@fapinfo.org
BUFFONG	JON	Department of Behavioral Health	909-252-4065	jbuffong@dbh.sbcounty.gov
CARRILLO	CHRIS	Senior Field Rep – Senator Feinstein		Chris_carrillo@feinstein.senate.gov
COLEMAN	REGINA	County Counsel	909-387-3266	rcoleman@cc.sbcounty.gov
ESCALANTE	JOSEPHINE	VA Medical Center	909-825-7084	Josephine.escalante@va.gov
FAULKNER	CINDY	Operations Manager – First 5	909-387-8619	cfaulkner@cfc.sbcounty.gov
FORD	RENEE	San Bernardino County Probation Department	909-387-5856	rford@prob.sbcounty.gov
GONZALES	JOSIE	Supervisor – 5 th District	909-387-4565	jgonzales@sbcounty.gov
HAMBLY III	ED	Catholic Charities	909-388-1239	ehambly@ccsbriv.org
HAUGAN	LINDA	Asst. Executive Officer – Human Services Dept.	909-387-4717	lhaugan@hss.sbcounty.gov
HERNANDEZ	TOM	Office of Homeless Services	909-252-4051	thernandez@dbh.sbcounty.gov
KEYES	ROBERTA	Community Member	951-213-8432	roberta.keyes@att.net
LITTLE	JEFF	Inland Temporary Homes	707-815-7424	jeff@ithomes.org
MADDEN	GARY	Inland Empire United Way	909-980-2857 x211	gmadden@ieuw.org
MARIN	JOSE	Field Representative – 5 th District	909-387-4565	Jose.marin@bos.sbcounty.gov
MORRIS	GARNER	Community Service Liaison – 1 st District	760-955-2017	gmorris@bos.sbcounty.gov
PASCO	ANGELA	New Hope Village	760-256-3656	newhopevillageinc@yahoo.com
PAXTON	KENT	Mayor's Office - City of San Bernardino	909-384-5133	paxton_ke@ci.san-bernardino.ca.us
PERKINS	LOIS	Life Community Development	760-246-0691	jazzlewis@aim.com
ROCHELLE	MARGARET	Inland Behavioral and Health Services	909-881-6146	rochellem@ibhealth.org
RODDICK	ROBERT	Mnging Attorney - Inland Counties Legal Services	951-320-7514	rroddick@icls.org
RYMER	CHRIS	City of Colton HS Manager	909-370-6172	crymer@ci.colton.ca.us
SAMUEL	HANA	Catholic Charities	909-499-4931	
SCHULTZ	BRENT	City of Ontario	909-395-2317	bschultz@ci.ontario.ca.us
SMITH	ALICE	House of Angels	909-841-4715	angelhousee@aol.com
SMITH	DON	Urban Initiatives		Dmsmith62@hotmail.com
THOMAS	CASONYA	Director - DBH	909-382-3084	cthomas@dbh.sbcounty.gov
THIBAUT	KATE	US Vets	951-213-0371	kthibault@usvetsinc.org
WOODS	NI'AISHA	Life Community Development	760-552-1164	Niaisha.ladray@gmail.com

Minutes for San Bernardino County Homeless Partnership Interagency Council on Homelessness

September 26, 2012
9:00 am – 11:00 am
Department of Behavioral Health-Training Institute
1950 South Sunwest Lane, Suite 200
San Bernardino, CA 92408

Minutes Recorded and Transcribed by Jennifer Pacheco, Secretary I, Office of Homeless Services

TOPIC	PRESENTER	ACTION/OUTCOME
Call to Order	Josie Gonzales	<ul style="list-style-type: none"> ▪ The meeting was called to order at 9:05 am.
Introductions	Josie Gonzales	<ul style="list-style-type: none"> ▪ Introductions were made by all ICH Members. Guests were also invited to introduce themselves.
Presentation of Minutes	Josie Gonzales	<ul style="list-style-type: none"> ▪ There was no quorum. Minutes for August will be presented at the next meeting.
REPORTS	PRESENTER	ACTION/OUTCOME
Homeless Provider Network	Angela Myles	<ul style="list-style-type: none"> ▪ The last HPN Meeting took place on Wednesday, September 19, 2012. <ul style="list-style-type: none"> ▪ Presentation was provided by Sharon Green of Victor Valley Family Resource Center regarding services offered and upcoming projects. ▪ HPN Officer elections were held.
Office of Homeless Services	Tom Hernandez	<ul style="list-style-type: none"> ▪ The ICH members were provided with the OHS Report as a hand out with attachments. (Copies are available upon request). All information can also be found at www.sbcounty.gov/SBCHP. <ul style="list-style-type: none"> ▪ On September 19, 2012, the Office of Homeless Services, along with Chair and Fifth District Supervisor Josie Gonzales, hosted the 2013 Point-In-Time Count Kickoff Meeting at the County of San Bernardino Health Services Center. Urban Initiatives, OHS consultant, reviewed the methodology which will be used to count the homeless that is aligned with the new definition of homelessness according to HUD. ▪ A Save-the-Date flyer has been developed for the 6th Annual Homeless Summit and was distributed to the Homeless Partnership. This year's Summit will be on November 7, 2012; registration will start at 8:30 am. The event will start at 9:00 am and is scheduled to conclude at 4:00 pm. A total of 4 workshops will be available. Registration will be available through the San Bernardino County Grants Office website at www.sbcounty.gov/grantsoffice on a first come first served basis, limited to the first 300 registrants. ▪ The release of the Notice of Funding Availability for the Continuum of Care Homeless Assistance Grant Application looks to be the second week of October. In response to the Request for Proposals (RFP), the Office of Homeless Services received 8 applications for new projects. The contracts unit will review the submissions to ensure they meet the requirements of the RFP.

Office of Homeless Services <i>cont.</i>	Tom Hernandez	<p>Successful applications will be presented to the Grant Review Committee.</p> <ul style="list-style-type: none"> ▪ The Homeless Provider Network voted in their new officers to begin their positions for the month of October. The following HPN Officers were elected: <ul style="list-style-type: none"> ▪ Sharon Green – HPN Chair ▪ Brenda Dowdy – HPN Vice Chair ▪ Ricardo Forbes – Housing Subcommittee ▪ Bob Roddick – Income and Support Services Subcommittee ▪ Leanne Driberg – Planning and Evaluation Subcommittee ▪ HPN representatives on the ICH: <ul style="list-style-type: none"> ▪ Cheryl Heesen – Family Service Association ▪ Angela Myles – House of Prayer Gospel Outreach Ministries ▪ Angela Pasco – New Hope Village, Inc. ▪ Anthony Brazier – Foothill AIDS Project ▪ Meetings have been scheduled with the new representatives for orientation and review of member responsibilities. ▪ Upcoming Health Fairs/Project Connects: <ul style="list-style-type: none"> ▪ October 14 – 7th Annual West End Community Health and Wellness Fair held at Our Lady of Guadalupe Church in Ontario from 9:00 am – 3:00 pm. ▪ November 21 – Eat and Be Well 2012 held at Seville Park and Cypress Neighborhood Center in Fontana from 9:00 am – 2:00 pm. ▪ Several Site Visits are also scheduled in the upcoming month.
Legislative Report	Josh Candelaria	<ul style="list-style-type: none"> ▪ The State is currently on recess. The Governor is working on many bills which must be signed before September 30, 2012. There are about 13 vacant governor appointments. Local people are encouraged to apply for these positions. ▪ The Federal legislature is also on recess. Before going on recess, they did a six month continuation which will fund federal programs at current funding for six months. The office is monitoring for the potential sequester which could cause an 8% reduction in federal programs. ▪ Hand out was provided as is available upon request. Please contact Josh at 909-387-4821 or jcandelaria@sbcounty.gov with any questions.
INFORMATIONAL ITEMS	PRESENTER	ACTION/OUTCOME
Technical Employment Training, Inc.	Dr. Bill Clarke & Virginia Martinez	<ul style="list-style-type: none"> ▪ Dr. Clarke and Ms. Martinez provided an excellent video and presentation on the Technical Employment Training, Inc. program, what services are offered, and future projects. (Copies of handouts are available upon request).
CONSENT ITEMS	PRESENTER	ACTION/OUTCOME
Approval Amended Bylaws	Josie Gonzales	<ul style="list-style-type: none"> ▪ This item will be tabled to the next ICH Meeting.
Chair and Vice Chair Vote	Josie Gonzales	<ul style="list-style-type: none"> ▪ This item will be tabled to the next ICH Meeting.

DISCUSSION ITEMS	PRESENTER	ACTION/OUTCOME
	Josie Gonzales	There were no Discussion Items on the agenda.
PUBLIC COMMENT	PRESENTER	ACTION/OUTCOME
	Sharon Green	<ul style="list-style-type: none"> Victor Valley Family Resource Center has just signed a lease agreement with the City of Hesperia for land which would accommodate a program such as Technical Employment Training, Inc. and look forward to working with them.
COUNCIL ROUNDTABLE	PRESENTER	ACTION/OUTCOME
	Gary Madden	<ul style="list-style-type: none"> Mr. Madden stated there is much overlap in the Re-Entry Strategic Plan as in the 10-Year Strategy to End Homelessness. He suggests the HPN Subcommittees work with the Re-Entry collaborative. Mr. Madden believes this would leave the HPN as a forum for capacity building. The 2-1-1 database and website has a more user-friendly search engine. All are encouraged to use the new system. Would like to have presentation from the City of Ontario at ICH. Supervisor will reach out.
	Josie Gonzales	<ul style="list-style-type: none"> San Francisco Workforce Investment Board (WIB) receives \$200/person whereas San Bernardino County and Riverside County receives \$15/person.
	Kent Paxton	<ul style="list-style-type: none"> There is a unique opportunity to look at legislative proposals that would put San Bernardino County as a model that others want to follow. Supervisor states she is going to legislators asking if they want to be a part of San Bernardino County initiatives to be the model.
	Josie Gonzales	<ul style="list-style-type: none"> Supervisor proposes an ICH workshop to discuss what has been done, how things have gotten done, and how to improve.
Adjournment		Being no further business to discuss, the meeting was adjourned at 10:50 am.
Next Meeting		<p style="text-align: center;">Wednesday, October 24, 2012 at 9:00 am – 11:00 am DBH – Training Institute 1950 S. Sunwest Lane, Suite 200, San Bernardino, CA 92408</p>

Office of Homeless Services
1950 S. Sunwest Lane, Suite 200 ▪ San Bernardino, CA 92408
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Email: homelessrfp@hss.sbcounty.gov ▪ Website: <http://hss.sbcounty.gov/sbchp/>

Attendees at September 26, 2012 ■ Interagency Council on Homelessness

BORING	CONNIE	Department of Rehabilitation	909-383-4401	cboring@dor.ca.gov
BOWSER	ANGELA	Intern United Way		
BRAZIER	ANTHONY	Foothill AIDS Project	909-884-2722	abrazier@fapinfo.org
CANDELARIA	JOSH	Legislative Affairs	909-387-4280	jcandelaria@sbcountry.gov
CLARKE	BILL	TET	909-382-4141	wclarke@technicalemploy.org
COLEMAN	REGINA	County Counsel	909-387-3266	rcoleman@cc.sbcountry.gov
CONCEPCION	ROWENA	Community Action Partnership	909-723-1500	rconcepcion@capsbc.sbcountry.gov
ESCALANTE	JOSEPHINE	VA Medical Center	909-825-7084	Josephine.escalante@va.gov
GONZALES	JOSIE	Supervisor – 5 th District	909-387-4565	jgonzales@sbcountry.gov
GREEN	SHARON	Victor Valley Family Resource Center	760-887-1909	Sharongreen50@verizon.net
HAMBLY III	ED	Catholic Charities	909-388-1239	ehambly@ccsbriv.org
HEESEN	CHERYL	Family Service Association	909-793-2673	rfscheryl@hotmail.com
HERNANDEZ	TOM	Office of Homeless Services	909-252-4051	thernandez@dbh.sbcountry.gov
KEYES	ROBERTA	Community Member	951-213-8432	roberta.keyes@att.net
MADDEN	GARY	Inland Empire United Way	909-980-2857 x211	gmadden@ieuw.org
MARIN	JOSE	Field Representative – 5 th District	909-387-4565	Jose.marin@bos.sbcountry.gov
MARTINEZ	VIRGINIA	TET	909-382-4141	vmartinez@technicalemploy.org
MORRIS	GARNER	Community Service Liaison – 1 st District	760-955-2017	gmorris@bos.sbcountry.gov
MYLES	ANGELA	House of Prayer	909-543-5744	director@hopgom.com
MYLES	VICTOR	House of Prayer		vmyles@hopgom.com
PARIS	JASON	MSW Intern	909-362-2725	bluershoncs@hotmail.com
PASCO	ANGELA	New Hope Village	760-256-3656	newhopevillageinc@yahoo.com
PAXTON	KENT	Mayor's Office - City of San Bernardino	909-384-5133	paxton_ke@ci.san-bernardino.ca.us
PERKINS	LOIS	Life Community Development	760-246-0691	jazzlewis@aim.com
RODDICK	ROBERT	Mnging Attorney - Inland Counties Legal Services	951-320-7514	rroddick@icls.org
SCHULTZ	BRENT	City of Ontario	909-395-2317	bschultz@ci.ontario.ca.us
SMITH	ALICE	House of Angels	909-841-4715	angelhousee@aol.com
THOMAS	CASONYA	Director - DBH	909-382-3084	cthomas@dbh.sbcountry.gov
THIBAUT	KATE	US Vets	951-213-0371	kthibault@usvetsinc.org



**County of San Bernardino
Office of Homeless Services**

1950 S. Sunwest Lane, Ste. 200 • San Bernardino, CA 92408

Phone: (909) 252-4001 • Fax: (909) 252-4088

Email: homelessrfp@hss.sbcounty.gov • Website: <http://hss.sbcounty.gov/ohs/>

**Office of Homeless Services Report
Prepared for the Interagency Council on Homelessness**

Report purpose The purpose of this document is to present the Office of Homeless Services report and to record action items from prior Interagency Council on Homelessness (ICH) meetings.

Date November 15, 2012

Presenter Tom Hernandez, Homeless Services Manager

Announcements The table below lists the announcements for today's meeting.

Announcements
<p>2012 Continuum of Care Homeless Programs Request for Proposals submissions</p> <ul style="list-style-type: none"> • A total of 8 applications were received by the RFP deadline on August 17, 2012 at 12:00 am PST. Two applications did not meet the proposal requirements. A presentation of the proposals received and the Grant Review Committee recommendations will be provided to the ICH Members today during the consent portion of today's agenda. • The Grant Review Committee met on September 26, 2012 to review the proposals received for Homeless Assistance grants. The review committee consisted of the following individuals: <ul style="list-style-type: none"> ○ Melissa Conrad, Loma Linda Veteran's Hospital ○ Karol Hamman, Human Services Administration ○ David Miller, Department of Behavioral Health ○ Telice Ostrinski, San Bernardino City Unified School District
<p>6th Annual Homeless Summit</p> <ul style="list-style-type: none"> • The event was held at the Diocese of San Bernardino on Wednesday, November 7th from 9:00 am - 3:30 pm. • The keynote speaker was Rachel Fleischer who produced "Without a Home". Other speakers presented their story of how they went from being homeless to being successful in their career today. • Workshops included grant and proposal writing, working with runaway youth, the Riverside Access Center, and the Berkeley Food & Housing Project.



**County of San Bernardino
Office of Homeless Services**

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Announcements
cont.

Recalibration of the 10-Year Plan

- The Homeless Provider Network (HPN) Committee Chairs had met for several months this year to develop action steps to recalibrate the County's 10-Year Strategy. The 10-Year Strategy was adopted three years earlier in June, 2009. The evaluation began in January, 2011 and ended in June, 2012.
- HPN committees that helped with the evaluation include:
 - Housing Services;
 - Outreach and Engagement;
 - Funding;
 - Discharge Planning;
 - Income and Support Services; and
 - Planning and Evaluation
- Currently, the 10-Year Strategy consists of 25 recommendations. Ms. Green, HPN Chair will be providing a recalibration update on the 10-Year Strategy at the next ICH meeting. A summary of the Recalibration Results will be presented to the Council at that time.

Centralized Entry and Coordinated Assessment

- HUD is requiring that each CoC establish and operate a centralized or coordinated assessment system to conduct an initial, comprehensive assessment of the housing and services needs for all people entering the homeless assistance system.
- HUD notes that these systems should be designed in response to local needs and conditions and should include use of a locally designed, common assessment tool.
- CoCs are required under the interim regulation to develop a specific policy on how the coordinated assessment system will address the needs of the homeless population within its geographic area (see attached Report 2A).

Point-In-Time Count Update

- Finding locations of homeless and service areas are underway at this time in each region.
- Training sites for volunteers have previously been approved by Steve Couchot to use TAD buildings in SB, Ontario, Yucca Valley, Barstow and Victorville. Dates and Times are to be determined; however this will take place within the first three weeks of January 2013.
- Upcoming key person regional meetings are scheduled for:

○ Desert 11/26	TBD	2-3:30pm
○ West 11/28	Upland Community Counseling	9-11am
○ East 11/29	DBH Training Institute	10:30am-12pm



**County of San Bernardino
Office of Homeless Services**

1950 S. Sunwest Lane, Ste. 200 • San Bernardino, CA 92408

Phone: (909) 252-4001 • Fax: (909) 252-4088

Email: homelessrfp@hss.sbcounty.gov • Website: <http://hss.sbcounty.gov/ohs/>

Probation Transitional Housing Agreements

- The Probation Department submitted to the Board of Supervisors on November 6, 2012, a recommendation to approve an agreement with three vendors that will be providing temporary/transitional housing for AB 109 parolees who have been classified as “low level” offenders (see attached Report 2B).
- The following agencies were recommended for contract:
 - Time for Change
 - Family Assistance Program
 - Foothill AIDS Project
- The contract term with each vendor agency will be for three years, but may be terminated by the County upon thirty day’s written notice.

7th Annual West End Community Health & Wellness Fair/Project Connect

- The event was held at Our Lady of Guadalupe Church on Sunday October 14 from 9:00 am – 3:00 pm.
- Over 70 vendors participated, providing such services as medical screenings, mental health services, educational information, veteran’s services and many more.
- Approximately 3,000 people attended.

Eat & Be Well

- The event will be held at Seville Park & Cypress Neighborhood Center in Fontana on Wednesday November 21st from 9:00 am – 2:00 pm.
- The event is a Thanksgiving dinner complete with resources, much like a Project Connect event.
- There are over 25 vendors signed up to participate as of today. Vendors include The San Bernardino Mobile Veteran Center, the Department of Behavioral Health, 2-1-1, and many others.
- The committee hopes to serve approximately 1,200 people.

Attachments

Summary of Centralized Entry and Coordinated Assessment – Report 2A-Attached

Transitional Housing Agreements Board Agenda Item #33 – Report 2B-Attached

CENTRALIZED ENTRY AND COORDINATED ASSESSMENT REPORT

Background

On May 20, 2009, President Obama signed into law a bill to reauthorize the United States Department of Housing and Urban Development (HUD) McKinney-Vento Homeless Assistance programs. The reauthorization provision now known as the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act amends and reauthorizes the McKinney-Vento Homeless Assistance Act with substantial changes, including:

- A consolidation of HUD's competitive grant programs;
- The creation of a Rural Housing Stability Assistance Program;
- A change in HUD's definition of homelessness and chronic homelessness;
- A simplified match requirement;
- An increase in prevention resources; and
- An increase in emphasis on performance.

On July 31, 2012, HUD released the HEARTH Continuum of Care (CoC) Interim Final Rule. Through this rule, the HEARTH Act reorganizes the CoC homeless grant programs by consolidating the Supportive Housing, Shelter Plus Care, and Single Room Occupancy grant programs into one grant program under the CoC Homeless Assistance Grant. The purpose of this consolidation is to increase the efficiency and effectiveness of coordinated, community-based systems that provide housing and services to the homeless. In order to be eligible for CoC program funds, CoC representatives must accomplish three major duties of the CoC which include operation, planning and implementation of a Homeless Management Information System (HMIS). These requirements will help measure a continuum's overall performance at reducing homelessness, in addition to tracking of performance on a project-by-project basis.

Also, HUD is requiring that each CoC establish and operate a centralized or coordinated assessment system to conduct an initial, comprehensive assessment of the housing and services needs for all people entering the homeless assistance system. HUD notes that these systems should be designed in response to local needs and conditions and should include use of a locally designed, common assessment tool. CoCs are required under the interim regulation to develop a specific policy on how the coordinated assessment system will address the needs of the homeless population within its geographic area.

Centralized Entry and Coordinated Assessment

A centralized or coordinated assessment system is defined as a centralized or coordinated process designed to bring together program participant intake, assessment, and provision of referrals. Centralized or coordinated assessment systems help to improve connections between individuals and families with any housing services they may require. A coordinated entry system should identify youth, adult individuals, and families who are homeless or at-risk of homelessness, assess their housing and service needs, and quickly connect them to appropriate housing services necessary for long-term stability.

A centralized or coordinated assessment system covers the geographic area, is easily accessed by individuals and families seeking housing or supportive services, is well advertised and market to service providers and consumers, and includes a comprehensive and standardized assessment tool. Common elements in centralized or coordinated assessment systems are structures and protocols that streamline and improve screening, assessment, and referrals, and computer-based information systems that help agencies and clients share information. Developed standards should allow for the provision of assistance include evaluating eligibility for homeless services assistance, such as rapid re-housing, emergency shelter, transitional housing and permanent supportive housing.

Some examples of centralized or coordinated assessment systems include:

- A central location or locations within a geographic area where individuals and families must be present to receive homeless services;
- A 2-1-1 or other hotline system that screens and directly connects callers to appropriate homeless housing/service providers in the area;
- A “no wrong door” approach in which a homeless family or individual can show up at any homeless service provider in the geographic area but is assessed using the same tool and methodology so that referrals are consistently completed across the CoC;
- A specialized team of case workers that provides assessment services to providers within the CoC; or
- In larger geographic areas, a regional approach in which “hubs” are created within smaller geographic areas.

Current Challenges

There are several key issues that may impede consumer connections to the appropriate homeless service with San Bernardino County. The Coordinated Entry Planning Group identified several issues that may delay individuals and families from receiving appropriate homeless services:

- Consumers are also not always connected to all of the programs for which they are eligible.
- Many clients find out that they do not meet programs' requirements after spending substantial time waiting for services.
- The provision of homeless services may often be delayed due to consumers having to repeat intake processes repeatedly.
- Consumer needs and service capacities are often mismatched.
- Consumers often note that current countywide homeless services entry processes are confusing and difficult to navigate.

Existing Centralized or Coordinated Assessment

An established system of collaboration is already in place within San Bernardino County. Through the San Bernardino County Homeless Partnership, many agencies and organizations have built connections and partnerships with other homeless service providers and social support agencies throughout the county. HUD recommends that centralized or coordinated assessment systems be built on the current strong networks that are functioning and advertised well.

Examples of coordinated are currently are being provided in San Bernardino County. Examples of different types of existing coordination are noted below:

- Establishment of a Community-wide information line: The 2-1-1 system through Inland Empire United Way provides information and referral to a wide-range of services, including referrals for homeless services and housing assistance. In addition, providers have developed agreements with 2-1-1 to streamline screening/intake to their programs.
- Web-based information systems: Many providers are using the current HMIS managed by the Community Action Partnership of San Bernardino County to track consumer information and bed vacancies among their programs.

Connection to the 10-Year Strategy to End Homelessness

The current 10-Year Strategy calls for the implementation of a centralized or coordinated assessment system and provides broad recommendations regarding what the system might include. The following components of the 10-Year Strategy support the development of a centralized assessment or intake system:

- Action Step Four under the strategy calls for the development of a “Centralized Assessment and Regional Referral and Service Delivery System.”
 - Under Recommendation 8, it is proposed that “a standardized intake and assessment with related protocols to guarantee consistency between regional centers” be established to provide improved coordination among public and private agencies providing homeless related services.
- Recommendation 9 under Action Step Five proposes the establishment of “a comprehensive tool that determines potential eligibility for mainstream resources.” A unified tool will help to gather standardized information that will “help determine if an individual or family is eligible for several mainstream resources.” This will help to encourage multidisciplinary services for consumers whose needs cross over multiple disciplines.
- Recommendation 19 under Action Step Eight suggests expanding the HMIS “so that agencies may make better use of data, decrease time and effort at intake, and enhance the planning and development functions of the CoC.” Recommendation 19 proposes a streamlined assessment tool is to decrease the duplication of intake assessments conducted by homeless service providers and expedite referrals to other agencies. Further it is noted that a unified “comprehensive assessment instrument...be used to provide a ‘first cut’ eligibility determination for various mainstream programs.”

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

33

November 6, 2012

**FROM: MICHELLE SCRAY, Chief Probation Officer
Probation Department**

SUBJECT: TRANSITIONAL HOUSING AGREEMENTS

RECOMMENDATION(S)

Approve agreements with the following three vendors to provide temporary/transitional housing from December 1, 2012 through November 30, 2015 for adult offenders under supervision of the Probation Department:

- a) Time for Change in the not to exceed amount of \$246,000.
- b) Family Assistance Program in the not to exceed amount of \$300,000.
- c) Foothill AIDS Project in the not to exceed amount of \$600,000.

(Affected Districts: All)

(Presenter: Audulio Ricketts, Deputy Chief Probation Officer, 387-5589)

BOARD OF SUPERVISORS COUNTY GOALS AND OBJECTIVES

Maintain Public Safety.

FINANCIAL IMPACT

This item has no impact on discretionary general funding (net county cost) because the costs of these agreements (not to exceed \$1,146,000 over the next three years) will be fully offset by State Realignment funding received under Assembly Bill (AB) 109. Total appropriation in the amount of \$3,000,000 is included in the Probation Department's Fiscal Year (FY) 2012-13 budget for transitional housing.

BACKGROUND INFORMATION

Approval of this item would allow the above contractors to provide temporary/transitional housing for adult offenders requiring Probation Department (Department) supervision resulting from the 2011 Public Safety Realignment. Providing this housing will help these individuals reintegrate into the community with the objective of reducing recidivism.

On April 4, 2011, the Governor of California signed AB 109, the Public Safety Realignment Act. The focus of AB 109 is on parolees who have been classified as "low-level" offenders. The bill also created a provision for the adjudication of parole violations at the local level, rather than returning these offenders to the prison system. Essentially, the realignment displaces responsibility for the supervision of these offenders from the state to the local level. Parolees

Page 1 of 2

categorized as low risk offenders are titled "Post Release Community Supervision" or PRCS offenders, after their current offense is determined to be non-serious, non-violent, and non-sex related. Realignment dictates that they be released for supervision to the local county where they were originally sentenced. The legislation also requires that best practices be utilized for treatment and rehabilitation.

The Department went through the Request for Proposal (RFP) process to solicit proposals from qualified vendors to provide temporary/transitional housing for PRCS offenders. The following vendors submitted proposals through the eProcurement Network:

- Time for Change
- Family Assistance Program
- Rivers Edge Ranch
- Unlimited Resource Network
- Frazee Community Center
- Foothill AIDS Project.

The review process narrowed the field to the recommended three vendors based on their demonstrated ability to provide the best service for the population at the most reasonable cost. These three vendors represent the first group of providers that will deliver this service. The Department is committed to providing temporary/transitional housing to offenders that demonstrate a need for housing assistance and to find additional vendors which can provide this service.

With approval of this item, the Department will enter into these contracts to provide housing for the PRCS and other mandatory supervision adults. The term of these contracts is for three years, but may be terminated by the County upon thirty day's written notice.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Carol A. Greene, Deputy County Counsel, 387-5455) on October 09, 2012; Purchasing Department (Leo Gomez, Supervising Buyer, 387-2063) on October 09, 2012; and the County Administrative Office (Tom Forster, Administrative Analyst, 387-4635) on October 24, 2012.

Coalition Against Sexual Exploitation





DID YOU KNOW?

- The average age of entry into the commercial sex industry in the U.S. is **12-14 years old.**

- **One in three** teens will be recruited by a pimp within 48 to 72 hours of running away from home.





DID YOU KNOW?

- According to a US Department of Justice Report (April, 2011), between January 1, 2008 and June 30, 2010, there were **2,515 reports of suspected human trafficking** reported by task forces from 42 different jurisdictions throughout the US (covering only about 25% of the country).

- Of these, about 8 in 10 were classified as sex trafficking and 83% of those were of US Citizens.



DID YOU KNOW?

• 30% of shelter youth and 70% of street youth are victims of commercial sexual exploitation.

• The National Runaway Switchboard estimates as many as 1.6 to 2.8 million children are on the streets at any time.



Children at risk of exploitation are..... all children!



WHAT IS CSEC/DMST AND WHO ARE VICTIMS?

The Commercial Sexual Exploitation of Children (CSEC) or Domestic Minor Sex Trafficking (DMST) are

Forms of Human Trafficking & Child Sexual Abuse

(mandated reporting)

Many of these children come from homes where there is:

- Neglect*
- Emotional Abuse*
- Physical Abuse*
- Sexual Abuse*



WHERE?

Where it happens:

- **Domestic Minor Sex Trafficking happens in big cities and small towns all across the United States.**
- **Trafficking does not require movement. No borders have to be crossed; a person can be trafficked in his/her hometown.**



KEY ISSUES

1. Earlier childhood sexual abuse greatly increases vulnerability to commercial sexual exploitation during teen years.

According to national statistics, children who are sexually abused in earlier childhood are **four times more likely** than their peers to be targeted and victimized by commercial sexual exploitation. Nationally, 95% of “teen prostitutes” were victims of earlier childhood sexual abuse.



KEY ISSUES

2. Psychological trauma, especially Stockholm's Syndrome, greatly impacts victims' ability to cooperate with law enforcement efforts.

Many CSEC victims who suffer psychological trauma are seen as willing participants in their own exploitation. The psychological trauma they suffer is similar to the trauma that occurs in domestic violence victims.



KEY ISSUES

3. Commercially sexually exploited children are routinely arrested as prostitutes and charged with prostitution.

Every act of “prostitution” where a child is involved is actually an act of **child rape and sexual exploitation**. Every child that is involved in “prostitution” is actually a victim of **child abuse**.



KEY ISSUES

4. A large number of CSEC have been removed from the care and custody of their families and are wards or dependents of the state.

The resources available to social workers and probation officers, especially placement and facilities, **do not meet the current needs of CSEC**. Specialized staff, placement, facilities, programs and services are needed within the Juvenile Probation and Child Welfare Systems to fill this gap and serve these children as victims.



KEY ISSUES

5. The public system's adherence to the TVPA (Trafficking Victim's Protection Act) (2000) is critical to the recovery and sustainability of commercially sexually exploited children.

Adherence to the TVPA will rely on state & local policy. **Education and training** coupled with CSEC-specific services and facilities within the public system is required for implementation of the TVPA.



WHAT IS C.A.S.E?

Partnership of public and private entities whose goal is to develop resources to:

- Educate
- Prevent
- Intervene
- Treat

those effected by
Sexual Exploitation



WHAT IS C.A.S.E?

First Meeting was in March, 2009

Partners include:

- District Attorney
One D.A. assigned to CSEC cases in each of the three offices throughout the County.
- Children & Family Services
- Department of Behavioral Health
- Probation Department
- Sheriff's Department
- Children's Network
- Public Defender
- San Bernardino County Superintendent of Schools
- Local 2-1-1 Resource and Referral Hotline
- Local non-profits & Community Groups



CASE TEAM

Funding:

- Provided by Mental Health Services Act (Prop 63)
- Innovative
- Learning Focused
- Time Limited



CASE TEAM

Formed in late 2010 and comprised of:

- **Coordinator** (Children's Network)
- **Therapist** (Department of Behavioral Health)
- **Social Worker** (Children & Family Services)
- **Juvenile Probation Officer** (Probation Department)



SERVICES

Currently developing direct services and linkages to services within the community:

- Intensive Case Management
- *My Life, My Choice* Curriculum
- Survival Backpacks
- Hygiene Kits for Law Enforcement
- Training & Education



SERVICES

Exploring options for:

- Housing
- Drop-In Center
- Legal Services
- Medical & Dental Services
- Basic Needs
- Vocational Training Opportunities
- Recreational Options



FOR MORE INFORMATION...

Dial "211" from any phone 24/7

National Center for Missing and Exploited Children (NCMEC)
www.missingkids.com 1-800-THE-LOST (800-843-5678)

National Human Trafficking Hotline 24/7
1-888-3737-888

Coalition Against Sexual Exploitation
Anne-Michelle Ellis, Coordinator
(909) 383-9608 (non-emergency)
anne-michelle.ellis@hss.sbcounty.gov

**San Bernardino County Homeless Partnership
Interagency Council on Homelessness**

BY-LAWS

Adopted March 22, 2010

Amended August 29, 2012

A Continuum of Care is a community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency. The mission of the San Bernardino County Homeless Partnership is to provide a system of care network that is inclusive, well planned, coordinated, evaluated and accessible to all who are homeless or at-risk of being homeless.

Article I
Purpose

The Interagency Council on Homelessness (“ICH”) is a vital component of the San Bernardino County Homeless Partnership (“Partnership”). The ICH serves as the policy making body of the Partnership and oversees the implementation of the 10-Year Strategy to End Homelessness in San Bernardino County (“10-Year Strategic Plan”). The ICH will focus on resource development to insure the funding of homeless projects and 10-Year Strategic Plan recommendations.

Article II
Vision

Provide leadership in creating a “comprehensive countywide network” of service delivery for the homeless population. Identify families and individuals at-risk of homelessness and circumstances leading to homelessness through facilitation of better communication, planning, coordination, and cooperation among all entities that provide services and/or resources for the relief of homelessness in the County of San Bernardino in a united effort to eliminate homelessness county-wide.

Article III
Duties

The ICH is charged with directing, coordinating and evaluating all of the activities related to implementation of the 10-Year Strategic Plan to End Homelessness. The ICH members are directed to report progress on the implementation of the 10-Year Strategic Plan to their colleagues and constituents following each meeting of the ICH. The ICH will promote collaborative partnerships among homeless providers and stakeholders throughout San Bernardino County in order to carry out implementation activities and will develop resources to insure the funding of homeless projects and 10-Year Strategic Plan recommendations.

Article IV
Membership

A. ICH Membership Composition

The membership of the ICH shall be broadly based with representation from all sectors of the community, including but not limited to: homeless service providers, representatives of federal, state and local government, corporations, and concerned individuals.

The ICH membership shall be composed of no more than 30 members.

1. Two (2) members from the San Bernardino County Board of Supervisors or designee;
2. Seven (7) elected officials or designee (i.e., city manager, economic development or city director) representing cities within San Bernardino County:
 - a. Three (3) from cities with populations greater than 100,000 residents,
 - b. Two (2) from cities with populations between 50,000 to 99,999 residents,
 - c. Two (2) from cities with populations less than 50,000 residents;
3. Director or designee of the Department of Behavioral Health;
4. Director or designee of the Community Action Partnership of San Bernardino County;
5. Director or designee of Human Services¹;
6. Director or designee from the San Bernardino County Public Housing Authority;
7. Director or designee of the Department of Probation;
8. Director or designee of Community Development and Housing for San Bernardino County;
9. One (1) representative from the Veterans Administration Health Care System;
10. Director or designee of the Workforce Development Department;

¹ This member shall represent all agencies in the San Bernardino County Human Services Group: Aging and Adult Services, Child Support Services, Children and Family Services, Children's Network, Preschool Services, Public Health, Transitional Assistance, and Veterans Affairs. With the exception that Behavioral Health shall hold a separate seat on the ICH.

11. Administrator or designee of the State Department of Rehabilitation;
12. Superintendent of San Bernardino County Schools or designee;
13. Director of 2-1-1 San Bernardino or designee;
14. One (1) representative from the San Bernardino County Sheriff's Department;
15. One (1) representative from the Homeless Management Information System (HMIS) Lead Agency;
16. Chair of the Homeless Provider Network or designee;
17. Four (4) members at-large from organizations and agencies selected to serve as representatives of the Homeless Provider Network; and
18. Up to three (3) general at-large members.

B. Membership Application and Approval Process

Solicitation for ICH membership applications shall begin no less than eight weeks after the vacancy of an individual ICH member. The Office of Homeless Services (OHS) on behalf of the ICH shall circulate a "Call for Applications" to the appropriate organization or parties. The "Call for Applications" will set forth the criteria for appointment to the ICH, and will set the deadline for the receipt of said applications. Applications must be accompanied by a Letter of Recommendation from the sponsoring ICH Member agency or organization or an individual Member of the ICH.

Directors listed in Article IV, section A, and elected officials, which have been designated to sit on the ICH by a local government agency listed in Article IV, section A, shall become a member of the ICH by reason of their position without application. Designees, recommended in lieu of the above listed individuals, must comply with the application process.

The ICH will establish an ad-hoc Application Review Committee as needed to review applications and develop a screening process. The Application Review Committee will recommend candidates for appointment to the ICH after reviewing the applications. The OHS shall prepare a synopsis of the recommended applicant's qualifications for the ICH. OHS shall forward the recommendations and synopses to the ICH no later than two (2) weeks prior to the next regularly scheduled meeting at which the approval of new members will occur.

C. Membership Terms of Service

Once appointed to the ICH, Members shall serve an unlimited term unless the relationship is terminated at either the request of the serving member, member

organization or ICH.² With the exception that general at-large members shall serve a two year term, which may be renewed at the discretion of the ICH.

D. Membership Responsibilities

All Members are expected to attend meetings. Member absences will be noted in the minutes. Other responsibilities may include:

1. Providing oral and/or written comment on issues being discussed by the ICH;
2. Assisting in the development and implementation of task forces, subcommittees and/or committees necessary to conduct the business of the ICH;
3. Supporting and participating in training, summits, and activities sponsored by the ICH;
4. Active participation in the biennial Point-in-Time Count;
5. Reviewing and commenting on documents, such as those concerning the Continuum of Care Homeless Assistance Grant funding; and
6. Providing regular reports and updates regarding ICH activities and progress back to member agencies (i.e., inclusion of ICH agenda and minutes in the agency's official public records).

E. Membership Voting

1. A Member representing more than one Agency or Office shall receive only one vote.
2. A Member shall designate one representative to vote on behalf of the Member and may establish one alternate to vote in the absence of the designated representative.

F. Membership Vacancies

1. ICH membership ends when:
 - a. A Member resigns or is unable to serve for justified reasons; or
 - b. A Member is deemed inactive by the ICH upon the relevant facts that have been presented; or
 - c. A Member is replaced by the sponsoring agency or organization; or

² At least ninety (90) days notice shall be given unless otherwise mutually agreed.

- d. A Member is terminated by a majority of the ICH for just cause:
 - i. Charged with a crime that would subject the Member to debarment, suspension, disqualification or other exclusion from participating in a federally funded transaction pursuant to federal law.
 - ii. Unprofessional behavior.
 - iii. Violation of these bylaws.
 - iv. Conduct prejudicial to the best interests of the ICH;
 - v. Lack of participation in three (3) consecutive ICH meetings without prior ICH approval.
 - vi. Just cause as defined by the majority of the ICH.
- 2. Termination of an individual's membership does not terminate the sponsoring agency or organization's representation of the ICH.
- 3. If a Member representative who has been duly notified of ICH meetings misses three meetings within a one-year period, the Chair shall formally and in writing contact the Member requesting a written response of the ability of the Member's representative to continue participation in the ICH. If a written response acceptable to the Chair is not received within 30 calendar days, then the Chair may ask that a new representative be designated.

Article V **Officers**

The ICH shall elect from among its Members a Chair and Vice Chair. Each officer shall serve for a term of two (2) years commencing October 1 and ending September 30 of the second year.

A. Selection of Officers

Officers shall be nominated by the membership and elected to office by a majority vote of the Members present at a meeting in which a quorum has been established.

B. Duties of Officers

- 1. The duties of the Chair shall include:
 - a. Provide oversight, direction and leadership to the ICH.
 - b. Conduct and facilitate ICH Meetings.

- c. Coordinate agenda setting with the Office of Homeless Services (OHS).
 - d. Appoint Committee Chairs.
2. The duties of the Vice Chair shall include:
- a. Perform all of the Chair's duties in the absence of the Chair, unless the Bylaws of the ICH provide otherwise.
 - b. Perform other duties as requested.

Note: In the absence of the Chair and the Vice-Chair the Homeless Services Coordinator shall chair the meeting(s).

Article VI
Vacancies of Officers

Should the office of Chair become vacant prior to the end of the present term, the Vice-Chair shall complete the term of office. The position of the Vice-Chair shall be filled by a special vote at the next regular ICH meeting.

Article VII
Meetings

A. Regular Meetings

Regular meetings of the ICH shall be held at least bi-monthly at a time and date determined by the Members, or as modified by a majority vote of the Members at any regular meeting where a quorum has been established.

B. Special Meetings

A special meeting may be called at any time by the Chair, or at the request of the majority of the Members, by delivering personally or by mail or electronically written notice of the date and purpose of the meeting to each Member 48 hours before the time specified in the notice.

C. Governing Rules

Meetings shall be conducted in accordance with the provisions of the Brown Act (Government Code, section 54950, et seq.) and under Robert's Rules of Order. Each member will be provided with a copy of Roberts Rules of Order at installation.

Article VIII
Quorum

One half of the Members in good standing, plus one, shall constitute a quorum for the transaction of business. The affirmative votes of at least a majority of the Members constituting a quorum at a duly scheduled meeting shall be required to take any action.

A member in good standing is a Member of the ICH who has met membership and attendance requirements.

Article IX
Agenda

The agenda for the regular meetings shall be prepared in consultation with the ICH Chair and distributed by OHS to each Member at least seven (7) calendar days prior to the meeting. The agenda should be accompanied by agenda support materials and shall be posted per the Brown Act requirements.

Article X
Agenda Deadline

All matters to be considered for the agenda must be submitted to the OHS at least fourteen (14) calendar days prior to the meeting.

Article XI
Minutes

Minutes shall be taken and distributed by the Homeless Services Coordinator, or designee. The Chair, and/or the Homeless Services Coordinator shall review and preliminarily approve the minutes prior to distribution. Minutes shall normally go out with the agenda for approval at the next meeting.

Article XII
Amendments

These bylaws may be amended by a two-thirds vote of the Members present at a meeting in which a quorum has been established in compliance with Robert's Rules of Order.

CERTIFICATE OF OHS

I certify that the above bylaws, consisting of seven (7) pages, including this page, are the bylaws of this body as amended by the Members.

Date: _____

By: _____
Tom Hernandez - Office of Homeless Services



Interagency Council on Homelessness

2013 Meeting Dates and Location

Times: 9:00 am – 11:00 am

Dates:

Wednesday, January 23, 2013
 Wednesday, February 27, 2013
 Wednesday, March 27, 2013
 Wednesday, April 24, 2013
 Wednesday, May 22, 2013
 Wednesday, June 26, 2013
 Wednesday, July 24, 2013
 Wednesday, August 28, 2013
 Wednesday, September 25, 2013
 Wednesday, October 23, 2013

*Special sessions may be added as needed to discuss the annual HUD Continuum of Care grant submission and/other critical matters as determined by the ICH Chair.

Location: Department of Behavioral Health, Training Institute
 1950 South Sunwest Lane, Suite 200, 2nd Floor
 San Bernardino, CA 92408

Please note, if the parking lot is crowded, you may use the spaces marked "Reserved".

For more information please contact:

Office of Homeless Services
 1950 S. Sunwest Lane, Suite 200
 San Bernardino, CA 92408
 Phone: (909) 252-4001
 Fax: (909) 252-4088

Email: homelessrfp@hss.sbcounty.gov

Website: <http://www.sbcounty.gov/SBCHP>

THE INTERAGENCY COUNCIL ON HOMELESSNESS MEETING FACILITY IS ACCESSIBLE TO PERSONS WITH DISABILITIES. IF ASSISTIVE LISTENING DEVICES OR OTHER AUXILIARY AIDS OR SERVICES ARE NEEDED IN ORDER TO PARTICIPATE IN THE PUBLIC MEETING, REQUESTS SHOULD BE MADE THROUGH THE OFFICE OF HOMELESS SERVICES AT LEAST THREE (3) BUSINESS DAYS PRIOR TO THE INTERAGENCY COUNCIL ON HOMELESSNESS MEETING. THE OFFICE OF HOMELESS SERVICES TELEPHONE NUMBER IS (909) 252-4001 AND THE OFFICE IS LOCATED AT 1950 S. SUNWEST LANE, SUITE 200, SAN BERNARDINO, CA 92408. <http://www.sbcounty.gov/SBCHP/>

AGENDA AND SUPPORTING DOCUMENTATION CAN BE OBTAINED AT OHS AT THE NUMBER AND LOCATION ABOVE.