



Office of Homeless Services
303 E. Vanderbilt Way • San Bernardino, CA 92415
Phone: (909)386-8297 • Fax: (909)890-0868
Email: homelessrfp@hss.sbcounty.gov • Website: <http://www.sbcounty.gov/dbh/sbchp/>

**Council
Roundtable**

Open to comments by the Council

**Next ICH
Meeting**

The Chair reserves the right to call Special Meetings of the Interagency Council on Homelessness as needed.

The next regularly scheduled Interagency Council on Homelessness meeting is scheduled for:

January 23, 2019
9:00 am – 11:00 am
County of San Bernardino Health Services (CSBHS) Building
850 E. Foothill Blvd., CSBHS Auditorium
Rialto, CA 92376

Mission Statement

The mission of the San Bernardino County Homeless Partnership is to provide a system of care that is inclusive, well planned, coordinated and evaluated and is accessible to all who are homeless and those at-risk of becoming homeless.

Minutes for San Bernardino County Homeless Partnership SPECIAL Interagency Council on Homelessness (ICH)

November 28, 2018
9:00 a.m. – 12:30 p.m.
Health Services Building - Auditorium
850 E. Foothill Blvd.
Rialto, CA 92376

Minutes Recorded and Transcribed by Amy Edwards, Secretary I, Office of Homeless Services

TOPIC	PRESENTER	ACTION/OUTCOME
Call to Order	Supervisor Josie Gonzales, Chair	<ul style="list-style-type: none"> The meeting was called to order at 9:04 a.m.
Introductions	Supervisor Josie Gonzales, Chair	<ul style="list-style-type: none"> Introductions were made by all ICH Members. Guests were also invited to introduce themselves.
DISCUSSION	PRESENTER	ACTION/OUTCOME
Approve the selection process and select the 15 ICH members who will serve as the quorum to review and approve the Grant Review Committee's recommendations for Homeless Emergency Aid Program (HEAP) funding.	Tom Hernandez	<ul style="list-style-type: none"> Tom Hernandez asked the Interagency Council on Homelessness to approve the selection process and select fifteen ICH members who will serve as the quorum to review and approve the Grant Review Committee's recommendations for HEAP funding. In order to transact business, a minimum of 21 members must be able to vote to take any recommendation and/or action on behalf of the ICH. Since there are only 6 members that do not have a conflict, fifteen (15) members will still be needed as voting members to make a quorum, despite potential conflicts. The quorum will evaluate the subcommittee's recommendations before it makes a final determination of the applications/projects to be included in the Collaboration Application to be submitted to the Board of Supervisors for approval. Therefore, OHS recommends the following procedure in selecting 15 members to complete the quorum: According to Government Code Section 87100 and the California Attorney General's Office Guide to Conflicts of Interest public officials at any level of state or local government are prohibited from making, participating in making or in any way attempting to use his or her official position to influence a governmental decision in which he or she knows or has reason to know he or she has a financial interest. (Gov't Code § 87100.) However, there are certain limited circumstances in which disqualified board or committee members may participate under a legal exception known as the Rule of Necessity, which provides, in pertinent part, that "Section 87100 does not prevent any public official from making or participating in the making of a governmental decision to the extent his participation is legally required for the action or decision to be made." (Gov't Code § 87101.) The Fair Political Practices Commission has adopted regulations specifying the procedure to be followed to invoke the Rule of Necessity. Each member of the board or committee that has a financial interest in the governmental decision must recuse themselves from participation and may accompany the determination to recuse with an oral or written disclosure of the financial interest. (2 C.C.R. § 18707(b)(1).) (Emphasis added.) If, upon recusal by all members with a financial interest in the governmental decision to be considered, there are an insufficient number of members without a financial interest in the decision to constitute a quorum, the Rule of Necessity may be invoked. Participation by the smallest number of officials with a conflict that are "legally required" in order for the decision to be made shall be reinstated by lot or some other impartial method. (Hudson opinion, 4 FPPC Ops. 13 (1978), 2 C.C.R. § 18708(c)(3).) The best random method of selecting which disqualified member should participate is by lot, although other impartial,

		<p>equitable means of random selection may be used. (78 Ops. Atty. Gen. 332.) Whatever method is used, all disqualified officials must participate in the random selection and all must have an equal likelihood of being chosen. (Heisinger Advice Letter, No. A-95-333.)</p> <ul style="list-style-type: none"> • The procedure for drawing lots is as follows: <ul style="list-style-type: none"> ○ An officiant is selected, provided that a disqualified board/committee member may not serve as the officiant. ○ The officiant takes a number of lots (or similarly long objects) equal in number to the number of disqualified board/committee members and ensures that the requisite number of them are physically shorter than the others or are marked with a distinguishing mark. The officiant then grabs all of the lots in her/his fist, such that all of them appear to be of the same length or such that the distinguishing marks are hidden from view, as the case may be. ○ The officiant then offers the clenched fist to the group. Each member of the disqualified group draws a lot from the fist of the officiant. At the end of the offering, the group members who have drawn the short lots or the lots containing the distinguishing marks, as the case may be, are the members that will be added to the non-conflicted members to constitute a quorum of the board/committee and that are "legally required" for the action or decision to be made." • OHS recommends the Grant Review Committee (GRC) Chair, Dr. Nicole Henley to serve as the officiant for the drawing of lots. • A Motion was made to accept the selection process and select the 15 ICH members who will serve as the quorum to review and approve the Grant Review Committee's recommendations for Homeless Emergency Aid Program (HEAP) funding. All were in favor, none opposed or abstained. Motion Carried. • Dr. Nicole Henley officiated the drawing of sticks. As each members name was called out Dr. Henley had that member draw a stick from a bag. Sticks with a green dot painted on them were made members of the quorum. The 15 members that were drawn were: <ul style="list-style-type: none"> ○ Angela Pasco ○ Jessica Alexander ○ Wendell Wilson ○ Don Smith ○ Jimmy Waldron ○ Debra Breidenbach ○ Mike Jones ○ Veronica Kelly ○ CaSonya Thomas ○ Maria Razo ○ Virginia Marquez ○ Laura Davis ○ Deb Farrar on behalf of Chris Rymer ○ Toni Momberger ○ Sid Robinson on behalf of Eric Gavin
<p>Receive and consider the Grant Review Committee's recommendation of the HEAP funding awards, consider any appeals by applicants whose</p>	<p>Tom Hernandez</p>	<ul style="list-style-type: none"> • Tom Hernandez asked the quorum to receive and consider the Grant Review Committee's recommendation of the HEAP funding awards, consider any appeals by applicants whose applications were rejected and not reviewed by the Grant Review Committee, and receive the Office of Homeless Services Summary. • On November 8 and 9, 2018, the Grant Review Committee met to review and score the HEAP applications, and to rank and

applications were rejected and not reviewed by the Grant Review Committee, and receive the Office of Homeless Services Summary.

assign dollar amounts to HEAP applications that are to be recommended for funding by the full ICH.

- The OHS thanked the Grant Review Committee members for their commendable service in reviewing the large number of applications received, the time dedicated to this immense task, and for their commitment in ensuring that all applications were given open-minded deliberation.
- The following is a summary from OHS for consideration:
 1. The amount that the Grant Review Committee recommended for award is over the maximum award provided to the Continuum of Care. The total amount recommended was \$11,497,897.00. The total amount available is \$8,450,171.30 with 5% set aside for youth proposals in the amount of \$470,000. The amount recommended for funding exceeds the amount available by \$2,577,725.70. The Grant Review Committee recommended more funding than what was available in the event that projects drop out, however the direction for reassessment of funding was not provided.
 2. Some of the projects that received high(er) scores were not recommended for funding.
 3. Some of the projects that were recommended for funding received partial allocation well below the requested amounts.
 4. Some of the placed-based projects that were recommended for funding are located in areas where there is not a shelter crisis declaration resolution on file. The following jurisdictions have resolutions on file: Barstow, Colton, Montclair, Redlands, Rialto, San Bernardino, Upland and the County of San Bernardino.
 5. Some of the projects within the applications were not scored because the projects were deemed below the \$100,000 minimum application request.
- Before final consideration, the ICH may want to have a discussion with applicants to ensure that they can complete their proposed projects with the amount of funding that has been recommended.
- The following applications were not reviewed by the Grant Review Committee and had an opportunity to appeal:
 - Avector Inc.
 - Reason: email submission only
 - Citadel Community Development
 - Reason: email submission not received on time
 - Clay Counseling Foundation
 - Reason: missing hard copy HEAP Application
 - Community Action Partnership
 - Missing 1 original with original signature
 - Family and Kids Foundation
 - Reason: email submission only
 - Inland Empire United Way
 - Reason: email submission only
 - Kingdom Culture Community Development
 - Reason: Missing email submission, priority ranking, budgets not detailed, and only 1 original and no copies
 - New Generation for Jesus Christ
 - Missing detailed budgets and table of contents
 - Permanent Supportive Housing Foundation
 - Missing Attachments C-E and priority ranking. Attachment B not initialed.
 - San Bernardino Valley College
 - Email Submission & priority ranking

		<ul style="list-style-type: none"> • The following organizations asked for an appeal and the following actions were taken: <ul style="list-style-type: none"> ○ San Bernardino Valley College <ul style="list-style-type: none"> ▪ A motion was made to deny the appeal. All were in favor, none opposed or abstained. Appeal was denied. ○ Community Action Partnership <ul style="list-style-type: none"> ▪ A motion was made to deny the appeal. 20 in favor, 1 opposed no one abstained. Appeal was denied. ○ Citadel Community Development <ul style="list-style-type: none"> ▪ A motion was made to deny the appeal. All were in favor, none opposed or abstained. Appeal was denied. • The quorum began to discuss the applications that the grant review committee recommended for funding. The chair requested that that each application and project be discussed one by one so the grant review committee can provide their feedback on their decision to fund as well as receive the initial findings found by the Department of Behavioral Health (DBH) contracts division. • The grant review committee marked seven city applications/projects as priority then proceeded to announce funding recommendations in ranking order. <ul style="list-style-type: none"> ○ County of San Bernardino Project 3 scored a 93.7 and was marked as first priority. The funding requested was \$200,000. The GRC recommended \$200,000 in round one funding. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ○ City of Rialto submitted one project in the amount of \$1,248,804. They scored a 92.5 and were marked as second priority. The grant review committee recommended \$600,759 in round one funding. A difference of \$648,045. <ul style="list-style-type: none"> ▪ DBH contracts found that there was no priority ranking sheet. ▪ The GRC made the decision to review the application despite missing the priority ranking sheet since there was only one project submitted. That decision was made for all applications that submitted only one project and did not include a priority ranking sheet. ▪ The GRC based their proposal of funding for the amount of \$600,759 due to the leveraged amount of \$672,823 stated on the detailed budget. ▪ The City of Rialto confirmed they would be able to complete their project with the reduced recommended funds allocated and will submit a revised scope of work and budget. ○ City of Colton submitted one project in the amount of \$611,189. They scored 92.2 and ranked third on the priority list. The GRC recommended \$400,000 in round one funding a difference of \$211,189. <ul style="list-style-type: none"> ▪ DBH contracts found that there was no priority ranking sheet. ▪ The GRC based their recommendation on the budget. They noticed the amount requested for direct services was \$351,000 and then had a significant amount allocated to marketing, office supplies, and computers so they felt the money should go more towards the direct services and staffing verses administrative costs. That was the overall method used on all applications. ▪ The City of Colton confirmed they would provide services to the best of their ability with the reduced funding amount. They would pull resources from other sources to help supplement the difference and sustain this project. They will submit a revised scope of work and budget to reflect the modifications. ○ City of Montclair Project 1 scored 91.5 and was ranked fourth on the priority list. The funding request for Project 1 was \$234,000. The GRC recommended \$115,000 for first round funding a difference of \$119,000. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ▪ The City of Montclair submitted an application with 2 projects. Project 2 was submitted in the amount of \$493,019 but was not recommended for funding by the GRC. ▪ CaSonya Thomas recommended that the quorum consider increasing the amount allocated to this project to the full amount requested due to the scope of work the city has outlined and the collaborations they have in place.
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		<ul style="list-style-type: none"> ▪ The GRC recommended that amount of \$119,000 because on the budget submitted there was a line item for Special Contract Services in the amount of \$100,000 and they were unclear as to what that was for, therefore they did not fund it. ▪ The City of Montclair clarified that the Special Contracts Services list in their budget is allocated to hire a case manager that will work directly with Code Enforcement to help assist in placing the homeless as well as go towards a training program they currently have in place, ○ City of Redlands submitted one project in the amount of \$1,155,953. They scored 90.3 and were ranked fifth on the priority list. The GRC recommended \$600,000 in first round funding a difference of \$555,953. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ▪ The GRC based their recommended amount of \$600,000 due to the leveraged amount of \$497,000 listed on their detailed budget. ▪ The City of Redlands confirmed that they would be able to complete the project with recommended amount because of the multiple partners they are working with. They would have to make some adjustments including the number of people they could serve but it is workable. They will submit a modified scope of work and budget. ○ City of Barstow Project 1 was submitted in the amount of \$3,740,730. They scored 88.8 and were ranked sixth on the priority list. The GRC recommended \$376,580 in first round funding a difference of \$3,364,150. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ▪ The City of Barstow submitted an application with 3 projects. Project 2 was in the amount of \$940,730 and Project 3 was in the amount of \$283,620. Neither of these projects was recommended for funding by the GRC. ▪ The GRC recommended the allocation of \$376,580 to fund the direct services listed in the budget for bridge housing, rental/utility deposits, and motel vouchers and not to allocate funds for the purchase of a motel. They felt that portion of the project does not meet the immediate need to help the homeless. ▪ This City of Barstow said they could provide the direct services but would appreciate it if they could be considered for more so they can hire additional staff to assist. ○ City of Upland Project 1 was submitted in the amount of \$127,825. They scored 87.2 and were ranked seventh on the priority list. The GRC recommended \$127,825 in round one funding. <ul style="list-style-type: none"> ▪ DBH Contracts found Projects #3 and #4 on the application do not meet the \$100K requirement. ▪ The City of Upland submitted an application with 5 projects totaling \$939,625 for all five projects. ○ Mercy House Project 1 was submitted in the amount of \$399,574. They ranked 98.0. The GRC recommended \$327,184 in first round funding a difference of \$72,390. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ▪ Mercy House did submit an application with three projects and all three projects were recommended for funding however the other two projects were further down the ranking list and will be discussed separately. ▪ The GRC excluded the funds requested for a case manager. ▪ Mercy House stated they would need the case manager to complete this project; however they could remove the funds for landlord litigation in the amount of \$40,000 and amend the budget for food and transportation assistance as well as limiting the rental assistance to make this amount work to service 30-40 households. ○ St. Mary's Medical Center submitted an application in the amount of \$250,368. They ranked 97.5. The GRC recommended \$140,350 a difference of \$110,178. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ▪ The GRC found the funds are better spent for direct services therefore the deducted the amount allocated in
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		<ul style="list-style-type: none"> the budget for the IT specialist, clothing and the housing navigator. <ul style="list-style-type: none"> ▪ St. Mary's stated that they do have a revised budget to submit that indicates with the revised amount recommended they would be able to serve 80 individuals instead of 96 and that is with 90% of the budget going towards direct services. ○ US Vets submitted an application in the amount of \$3,031,446. They ranked 96.0. The GRC recommended \$100,000 a difference of \$2,931,446. <ul style="list-style-type: none"> ▪ DBH Contracts found no discrepancies in the application that was submitted. ▪ The GRC recognizes the value in this project however at \$3 million dollars that is a third of the awarded amount and we didn't feel recommending it to a construction project would be the best fit for these funds. Since \$100,000 was the minimum project amount we wanted to award them that in recognition of the project. ▪ US Vets will be able to carry out this project. It will take about 15 months to complete. They currently have about 82% of the funds secured and will continue to do fundraising. <ul style="list-style-type: none"> • The discussion was stopped here and another special meeting will be called to continue this process.
PUBLIC COMMENTS	PRESENTER	ACTION/OUTCOME
		<ul style="list-style-type: none"> • Sue Walker • Alice Varela • Paul Fournier • Harold Patton • Tom Baumgartner • Leslie Earl • Matt Yost • Debra Davis • Marcellous Mason • Omar Ahmed
COUNCIL ROUNDTABLE	PRESENTER	ACTION/OUTCOME
	Jimmy Waldron CaSonya Thomas Don Smith	<ul style="list-style-type: none"> • The warming shelter is now open. It is open when the weather is below 40 degrees. If you want to assist be feel free to contact me. The shelter is located at 14800 Seventh Street in Victorville. • As part of our collaborative process we asked the providers to submit a letter of support from the communities they will be serving in. I would like to recommend that we suspend this request in light of the time constraint we are facing. We have some agencies that have not been able to get that letter of support and it would be nice if that did not reflect badly on those agencies. • The County of San Bernardino was recommended for funding for two of our seven projects. Project 2 of our application was recommended for \$584,500 in funding. After careful consideration we would like to recommend that project 2 be withdrawn from consideration. • I just want to thank the Grant Review Committee for their time and effort on this task. Also I would like to say I appreciate everyone's efforts in making this process so transparent.
Adjournment	Supervisor Josie Gonzales, Chair	<ul style="list-style-type: none"> • Being no further business to discuss, the meeting was adjourned at 12:48 p.m.

Next Meeting		<p>Wednesday, December 12, 2018 at 9:00 a.m. – 3:00 p.m. County of San Bernardino Health Services - Auditorium 850 E. Foothill Blvd Rialto, CA 92376</p>
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Email: homelessrfp@hss.sbcounty.gov ▪ Website: <http://www.sbcounty.gov/dbh/sbchp/>

Attendees at November 28, 2018 • Interagency Council on Homelessness

Last Name	First Name	Title/Department	Phone Number	Email
ADKINS	LETONIA	Program Asst.		Adkins-le@sbcity.org
AGUIRRE	BETTY	OHS		
AHMED	OMAR	President impact SoCal	909-285-4222	omar@imoactsocal.com
ALEXANDER	KAREN		951-903-6952	0146retired@gmail.com
ALEXANDER	JESSICA	Operation Grace	909-382-8540	pastorjessicaalexander@gmail.com
ALTAMIRANO	ANTHONY	Staff Analyst	909-388-0860	
ARMENTA	LORRAINE	Case Manager	909-421-4633	larmenta@dbh.sbcounty.gov
BAUMGARTEN	TOM	Morongo Unified	760-367-9191	Tom_baumgarten@morongo_k12.ca.us
BIANCHI	VICTORIA			
BLOOM	BARBARA	CEO Step Up on Second		Barbara@stepuponsecond.org
BREIDENBACH-STERLING	DEBRA	Town of Yucca Valley		dbreidenbach@yucca-Valley.org
BRENTS	PERRY	City of Rialto	909-820-8039	pbrents@rialtoca.gov
BROADNAX	EDWIN	VA Medical Center HCHV Outreach Program	909-825-7084	Edwin.broadnax@va.gov
BURNETTE	JULIE	KEYS	909-332-6386	jburnette@keysnonprofit.org
CARR	JESSYCA	Corps Officer	562-480-2654	jessyca.carr@usw.salvationarmy.org
CATALANO	MIKE	SBSD	909-387-3682	mcatalano@sbcasd.org
CHAMBERLIN	JOHN	SBCO FD	760-792-3275	jchamberlin@sbcfire.org
CHIVERS	CORKY	Coordinator	909-881-5551	corkychivers@gmail.com
CLAY	APRIL	CEO	909-915-7897	april@claycounselingsolutions.com
COGDON	STEPHANIE	L4L	951-757-7363	Stephanie1948@gmail.com
COLBRUNN	AMY	Assistant to City Manager	909-350-6556	acolbrunn@fontana.org
COLUNGA	ALYSSA	Admin Analyst City of Montclair	909-625-9459	acolunga@cityofmontclair.org
CORONA	LORENA	Chaffey College	909-652-7459	Lorena.corona@chaffey.edu
COSEY	MYRIAM	CFS	909-891-3607	Myriam.cosey@hss.sbcounty.gov
DAVIS	DEBORAH	Chief Admin	909-647-3045	deborahd@legalaidsb.org
DAVIS	LAURA	Probation Department	909-382-7869	Laura.Davis@prob.sbcounty.gov
DOWDY	BRENDA	Superintendent of County Schools	909-386-2634	brenda_dowdy@sbcss.k12.ca.us
DRAKE	RAMONA	PM	969-222-3267	rdrake@mhsinc.org

DURANTE	AIMEE	Family Resource Coordinator	909-486-4719	adurante@timeforchange.org
DUSICK	MICHELLE	MHSA Manager		
EARL	LESLIE	Program Manager	760-669-0300	learl@vfrc.com
EDWARDS	AMY	OHS	909-386-8297	AEdwards@dbh.sbcounty.gov
FARRAR	DEB	City of Colton	909-370-6157	dfarrar@colton.ca.gov
FAZEKAS	DOUGLAS	CDHA	909-387-4438	Doug.fazekas@cdh.sbcounty.gov
FIKE	NANCY	ESA Step Up	909-601-0054	nfike@stepuponsecond.org
FONDARIO	GABRIEL	City of Montclair	909-447-3551	gfondario@cityofmontclair.org
FOURNIER	PAUL	Mountain Homeless Coalition	909-307-4467	Pwf.mhc@gmail.com
FRYE	DARRELL			
FUENTES	DENA	Deputy Executive Officer - CDHA	909-387-9804	dfuentes@rda.sbcounty.gov
GLASGOW	JEANY	CFS	909-891-3581	Jeany.glasgow@hss.sbcounty.gov
GONZALES	JOSIE	Supervisor - Fifth District	909-387-4565	jgonzales@bos.sbcounty.gov
GONZALEZ	KATRYNA	Sr. Project Manager	909-395-2322	kgonzalez@ontarioca.gov
GREEN	SHARON	Victor Valley Family Resource Center	760-887-1909	sgreen@vfrc.com
GREEN	JEFF	Policy Research	951-999-7184	Jeffgreen.cad@gmail.com
GRIFFIN	RON	CFO	909-841-6001	askrongriffin@msn.com
GROSYENOR	KAMI	President/CEO	909-622-3806	kamig@inlandvalleyhopepartners.org
GUEVARA	FRANK	Director – Veterans Affairs	909-387-5527	frank.quevara@va.sbcounty.gov
HALLOWAY	AARON	SBCSD - HOPE		ahalloway@sbcscd.org
HAMPTON	CLARENCE	CFO	909-627-3254	Clarence.hampton@yahoo.com
HAMPTON	DORIS	CFO	909-627-3254	Dshampton05@yahoo.com
HARRIS	ALLINA		909-992-0929	agordon@citadeledc.org
HENLEY	NICOLE	Assistant Professor – CSUSB	909-537-7228	Nicole.henley@csusb.edu
HERNANDEZ	TOM	OHS	909-386-8208	thernandez@dbh.sbcounty.gov
HINKLEMAN	LORRIE	RCRC	909-384-2444	doclorrie@verizon.net
HOLCOMB	LEWIS	DECON	909-864-7308	Lewis.holcombe@yahoo.com
HOLCOMB	LEWIS	COPIM	951-264-2479	Lewis.holcomb@yahoo.com
HUBBARD	MARK	SBSD - HOPE	909-387-3689	mhubbard@sbcscd.org
JACKSON	DONISE	Executive Director	909-992-0929	djackson@citadeledc.org
JAFHRS	NIMA	PM	909-983-4406	njafhri@mhsinc.org
JEWETT	SARA	Public Defender		Sara.jewett@pd.sbcounty.gov
JIMENEZ	ALFONSO	Department of Rehabilitation	951-782-4355	Alfonso.jimenez@dor.ca.gov
JOHNSON	ASTRID	MB ARCH	760-861-6433	Skyviewfarm29@gmail.com
JONES	MIKE	SBCSD		mjones@sbcscd.org
KELLEY	VERONICA	Director	909-388-0820	vkelly@dbh.sbcounty.gov
KERES	RENE	DBH		Rene.keres@dbh.sbcounty.gov
KESSEE	NATALIE	Contract Manager	909-388-0869	nkessee@dbh.sbcounty.gov
LEWIS	SHEREE	City of Rialto	909-820-8035	slewis@rialtoca.gov
LEWIS	STEPHANIE	Rialto family health services	909-709-1223	rialtofamilyhealthsves@gmail.com
LEWIS-HUNTLEY	ERIKA	City of Rancho Cucamonga		Erika.Lews-Huntley@cityofrc.us

LOBO	VICKIE	Founder	909-496-2082	vickielobo@yahoo.com
MADDEN	GARY	Director - Inland Empire United Way	909-980-2857 ext. 211	gmadden@ieuw.org
MAHONEY	KEVIN	Director	760-217-5922	Kevin.mahoney@stjoe.org
MANZO	MARISELA	211	909-980-2857	MManzo@ieuw.org
MARQUEZ	VIRGINIA	Council Member	909-384-5268	marquez_vi@sbcity.org
MASON	MARCELLOUS	Homeless Vet	909-789-4775	Marcellousmason79@outlook.com
MCQUEEN	MIGUEL	Deputy Director - Workforce Development Department	909-387-9885	MMcQueen@wdd.sbcounty.gov
MILLER	JANET	Project Manager	909-335-4755 xt 9	jamiller@cityofredlands.org
MOLINA	RACHEL	City of Hesperia	760-963-4392	rmolina@cityofhesperia.us
MOMBERGER	TONI	City of Redlands		toni@redlandscitycouncil.com
MOORE	UJIMA	Case Manager	909-381-6921	umoore@isssc.org
MURPHY	BARBARA	Kaiser Permanente		Barbara.A.Murphy@kp.org
MUSKO	ELAINE	MB ARCH	909-755-9193	Genme29@gmail.com
NEVINS	SHARON	DAAS	909-891-3918	
NICKOLS - BUTLER	PATRICIA	Director - Community Action Partnership - ICH Vice Chair	909-723-1514	plnickols-butler@capsbc.org
NUNLEY	CARYN	Public Health	909-387-6495	Caryn.Nunley@dph.sbcounty.gov
OZIES	LEIF		909-391-4851	loziel@ccsbriv.org
PASCO	ANGELA	Exec. Director - New Hope Village, Inc.	760-256-3656	newhopevillageinc@gmail.com
PATTON	HAROLD	President	909-963-9262	hgpqodsforlife@aol.com
PAXTON	KENT	BOS 5 th District		Kent.paxton@bos.sbcounty.gov
PENKSA	RICH	Vice President	858-573-2600	rpenksa@mhsinc.org
PERRY	SHONNIE	Homeless Program Specialist	909-386-2914	Shonie.perry@sbcss.net
PUNIMATA	ANNETTE	Program Director	909-992-0929	apunimata@citadeledc.org
RAMIREZ	ROSA	St. Mary	760-946-8145	Rosa_ramirez@stjoe.org
RAZO	MARIA	Director of Housing Authority Of San Bernardino		mgrazo@hacsb.com
REAY	JULIE	HomeAid Inland Empire		julie@homeaidie.org
RIVERA	DESIREE	US Vets	951-704-8325	driver@usvetsinc.org
ROBINSON	SID	City Council Member, City of Upland	909-227-9589	Sid.robinson@verizon.net
SALAZAR	FRANK	County Counsel	909-387-5442	fsalazar@cc.sbcounty.gov
SMITH	SOPHIE	City of Victorville		ssmith@victorvilleca.gov
SMITH	DON	Creating Community Solutions		donsmithsolutions@outlook.com
STARK	SCOTT	SBVC	909-253-5811	sstark@valleycollege.edu
STEWART	KYRA	FSA		kyra@redlandsfamilyservices.org
THOMAS	CASONYA	Assistant Executive Officer	909-387-4717	cthomas@hss.sbcounty.gov
TONEY	WILLIAM	Admin	909-227-4418	Wtoney70@yahoo.com
TURLEY	DR. CRAIG	NVCCF Inc Sr. Director		drccraigturley@gmail.com
ULIBURRI	ANNA	Director	909-803-1059	annau@wateroflifecc.org
VARELA	ALICE	President SKIP	909-561-5305	avarela@skipwithus.org
VILLARANCH	STEPHANIE	SBVC	909-560-1057	villaranch@gmail.com
VISCER	WYTSKE	Hope Partners	909-622-3806	wytске@inlandvalleyhopepartner.org
WALDRON	JIMMY	High Desert Homeless	760-420-6980	jimmy.waldron@yahoo.com

WALKER	SUE	Mountain Homeless Coalition	909-337-1279	svwalker@gmail.com
WARREN	ACQUANETTA	City of Fontana		awarren@fontana.org
WATKINS	DEBRA	ED	714-654-8078	
WILSON	LINDA	Housing Director	714-836-7188 xt. 103	lindaw@mercyhouse.net
WILSON	WENDELL	Mountain Homeless Coalition	360-350-8692	
WILTSHIRE	MOLLY	Chief of Staff		Molly.Wiltshire@bos.sbcounty.gov
YARBROUGH	LATOYA	Administrator	909-474-1005	lyarbrough@copim.org
YOST	MATT	SBSD-HOPE	909-387-3689	myost@sbcasd.org
YOUNG-LOWE	KARYN	CEO	951-*571-3533	karynyl@lighthouse-ssc.org

San Bernardino County Homeless Partnership

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 Administrative Office
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FROM: Tom Hernandez, Chief of Homeless Services

SUBJECT: Recommendation for all Homeless Emergency Aid Program (HEAP) Potential Grantees to adhere to the following State HEAP regulations.

DATE: December 12, 2018

RECOMMENDATION

Approve the recommendation from the Office of Homeless Services (OHS) to remind all potential HEAP grantees the importance of adhering to State regulations for HEAP funding.

BACKGROUND INFORMATION

On September 5, 2018, the State of California Homeless Coordinating and Financing Council announced the availability of Homeless Emergency Aid Program (HEAP) grant funding. HEAP is a block grant program designed to provide direct assistance to cities, counties and Continuums of Care (CoCs) to address the homelessness crisis throughout California. HEAP is authorized by SB 850, which was signed into law by Governor Edmund G. Brown, Jr. on June 27, 2018.

The Homeless Emergency Aid Program was established by statute to provide localities with flexible block grant funds to address their immediate homelessness challenges.

In order to adhere to program regulations, the OHS would like to remind the Continuum of Care (CoC) of the following threshold requirements:

1. Participation in and acceptance of referrals from Coordinated Entry for Permanent Housing services.
2. Participation in Homeless Management Information System (HMIS).
 - a. At minimum, the application shall evaluate the following project or system performance measures based on HMIS data from the CoC service area, as set forth in the HEAP notice of funding availability:
 - i. The number of homeless persons served.
 - ii. The number of unsheltered homeless persons served, and the average length of time spent as homeless before entry into the program or project.
 - iii. The number of homeless persons exiting the program or project to permanent housing.
 - iv. The number of persons that return to homelessness after exiting the program or project.

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3. Funds cannot be used for site-specific rental subsidies or capital projects in jurisdictions that have not declared a shelter crisis (funds however can be used to provide rental assistance for persons in a city that did not declare a shelter crisis; funds including site-specific rental subsidies cannot be used for a place/facility).
4. Adhere to California's Housing First Policy that includes:
 - a. Core components of "Housing First" means all of the following:
 - i. Tenant screening and selection practices that promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.
 - ii. Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of "housing readiness."
 - iii. Acceptance of referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.
 - iv. Supportive services that emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.
 - v. Participation in services or program compliance is not a condition of permanent housing tenancy.
 - vi. Tenants have a lease and all the rights and responsibilities of tenancy, as outlined in California's Civil, Health and Safety, and Government codes.
 - vii. The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.
 - viii. In communities with coordinated assessment and entry systems, incentives for funding promote tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than "first-come-first-serve," including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services. Prioritization may include triage tools, developed through local data, to identify high-cost, high-need homeless residents.
 - ix. Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.
5. Comply with the terms and conditions of the State of California's HEAP program grant agreement that has yet to be finalized.

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FROM: Tom Hernandez, Chief of Homeless Services

SUBJECT: Receive and consider the Grant Review Committee's (GRC) recommendation of the HEAP funding awards, consider any appeals by applicants whose applications were reduced in funding and those applicants that were not recommended for funding by the GRC.

DATE: December 12, 2018

RECOMMENDATION

Receive and consider the GRC's recommendation of the HEAP funding awards, consider any appeals by applicants whose applications were reduced in funding and those applicants that were not recommended for funding by the GRC, and receive the OHS Summary.

BACKGROUND INFORMATION

On September 19, 2018, the San Bernardino County Interagency Council on Homelessness (ICH) adopted the recommendations from the Office of Homeless Services (OHS) for the State of California Homeless Emergency Aid Program (HEAP) local funding priorities (Item #7).

The recommendations were as follows and to include:

The States' guidance for HEAP proposed activities to be directly related to providing **immediate** emergency assistance to people experiencing homelessness or at imminent risk of homelessness, and that those uses are aligned with California's Housing First policy. Eligible uses included, but were not limited to:

- Services: Street outreach, health and safety education, criminal justice diversion programs, prevention services, navigation services, and operating support for short-term or comprehensive homeless services.
- Rental assistance or subsidies: Housing vouchers, rapid re-housing programs, and eviction prevention strategies.
- Capital improvements: Emergency shelter, transitional housing, drop-in centers, permanent supportive housing, small/tiny houses, and improvements to current structures that serve homeless individuals and families. Some communities are discussing solutions to address homelessness and the public health crisis by using funds for handwashing stations or public toilet and shower facilities.

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The following tenets as documented during brainstorming sessions with members of the Homeless Provider Network (HPN), ICH, several cities, and County departments to establish local funding priorities for the HEAP funding were adopted:

Guiding Principles: Immediately resolves homelessness; focus is on long-term results; encouraged to leverage resources; and be innovative.

Criteria: Proposals further countywide efforts to address homelessness; agencies must have the readiness capacity to immediately perform and administer homeless efforts through this funding; must supplement programs, not supplant; if wanting to maintain the project longer than the funding period, it must be sustainable; and must be results oriented in conjunction with State data reporting requirements.

Priorities: System improving; immediate efforts that support the long-term goal of housing permanency; holistic; provide client stability, and promotes cross jurisdictional collaboration.

Needs (* denotes input from more than one brainstorming session):

- Bridge Housing/Hotel-Motel Vouchers*
- Case Management/Wrap Around Services*
- CES Expansion/Software Integration (including hospital collaboration)*
- Child Care Support
- Connection with Service Animals
- Diversion Activities (including Reunification)*
- Document Readiness*
- Education for Homeless Youth
- Family Mediation
- Flexible Subsidy Funding*
- Furniture
- Homeless Advocacy
- Homeless Prevention/Eviction Services*
- Hospital Discharge Strategies
- Landlord Incentives
- Low Barrier Emergency Shelter (including Extreme Weather)*
- Portable Showers
- Rapid Re-Housing*
- Recuperative Care*
- Re-Entry Services
- Re-Purpose City/County Facilities
- Security Deposits*
- Seed Money for Master Leases
- Shared Housing
- Street Outreach*
- Transportation

To seek proposals that:

- Encourage a minimum application request of \$100,000 per application
- Encourage a minimum youth proposal of \$470,000 (region-wide service area)
- Are aligned with California's and the CoC's Housing First policy
- Ask cities, county, and provider proposals to prioritize programs and projects

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- Encourage multijurisdictional collaboration (to include bonus points in scoring mechanism for regions that collaborate)
- Require provider proposals to obtain a letter of support from a city or the county that has declared an emergency shelter crisis
- Allow the grant review committee to be reorganized (in consultation with Counsel relative to conflict of interest), to score, rank, and prioritize funding for each application received through the CoC (the number of projects selected for submission will be dependent upon the funding requested and approved by the CoC for each project)
 - Prioritization of all funding request to allow for CoC to quickly apply for round 2 of HEAP funds
- Authorize OHS as the Collaborative Applicant to retain five percent of the allocation to administer funding and ensure reporting requirements as set by the State of California Business, Consumer Services, and Housing Agency

On October 24, 2018, the ICH approved the appointment of five (5) ICH members and two (2) alternates to serve as members of the Grant Review Standing Committee (Item #3). The following members were appointed:

- Dr. Eric Bishop, Chaffey Community College
- Edwin Broadnax, Veterans Administration Loma Linda Medical Center
- Dr. Nicole Henley, California State University, San Bernardino
- Barbara Murphy, Kaiser Permanente Fontana
- Julie Reay, Home Aid Inland Empire

Alternates:

- Julie Bjork, City of Ontario
- Connie Boring, State Department of Rehabilitation

Ms. Bjork was recused due to a potential conflict. Lorena Corona, the alternate designee for Dr. Bishop at Chaffey Community College served in his stead, and Alfonso Jimenez, the alternate designee for Ms. Boring at the State Department of Rehabilitation served in her stead.

On October 31, 2018, the Grant Review Committee met to approve the timeline for the HEAP application review process (Item #3) and to approve the 2018 San Bernardino County Continuum of Care HEAP Scoring Guidelines and Rubric (Item #4).

See attached Scoring Guidelines and Scoring Rubric (Item #2a)

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On November 8 and 9, 2018, the Grant Review Committee met to review and score the HEAP applications, and to rank and assign dollar amounts to HEAP applications that are to be recommended for funding by the full ICH.

See the following attached lists:

Total applications received (Item #2b)

List of applications scored (Item #2c)

List of prioritized applications, order of announcement, and dollar amount assigned (Item #2d)

The OHS would like to thank the Grant Review Committee members for their commendable service in reviewing the large number of applications received, the time dedicated to this immense task, and for their commitment in ensuring that all applications were given open-minded deliberation.

The following is a summary from OHS for consideration:

1. The amount that the Grant Review Committee recommended for award is over the maximum award provided to the Continuum of Care. The total amount recommended was **\$11,497,897.00**. The total amount available is **\$8,450,171.30** with 5% set aside for youth proposals in the amount of **\$470,000**. The amount recommended for funding exceeds the amount available by **\$2,577,725.70**. The Grant Review Committee recommended more funding than what was available in the event that projects drop out, however the direction for reassessment of funding was not provided.
2. Some of the projects that received high(er) scores were not recommended for funding.
3. Some of the projects that were recommended for funding received partial allocation well below the requested amounts.
4. Some of the placed-based projects that were recommended for funding are located in areas where there is not a shelter crisis declaration resolution on file. The following jurisdictions have resolutions on file: Barstow, Colton, Montclair, Redlands, Rialto, San Bernardino, Upland and the County of San Bernardino.
5. Some of the projects within the applications were not scored because the projects were deemed below the \$100,000 minimum application request.

At the direction of the ICH, the OHS submitted the following request for a revised statement of work (SOW) from agencies that were recommended for award by the Grant Review Committee (see attached Report

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Item #3a). On Friday, December 7, 2018, the OHS forwarded the revised SOWs that were received to members of the ICH Quorum for their review in anticipation of the meeting on December 12, 2018. The OHS received revised SOWs from all projects, with the following exceptions:

- Desert Haven Victorville – OHS received no response for a revised SOW
- The County of San Bernardino – The Department of Behavioral Health Contract staff received a formal request from the County to withdraw its request for the recommended project 2 in the amount of \$584,500.00

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Request for Application (RFA)

for

Homeless Emergency Aid Program (HEAP)

RFA OHS 18-01

Notice of Grant Review Committee – Request for Revised Statement of Work From Agencies Recommended For Award

The Interagency Council on Homelessness (ICH) is currently in the process of evaluating the Grant Review Committee's (GRC) recommendations for HEAP Funding for the above referenced Request for Application (RFA).

The GRC recommended that your agency receive HEAP funding in the amount of **\$195,000**.

Since the amount recommended by the GRC is less than the amount you requested, the ICH is requesting that your agency advise the ICH if they will accept the reduced funding allocation. If so, provide a revised Scope of Work (SOW) and revised budget detailing how your agency will provide the Project(s) services at the reduced level of funding.

Please email this revised SOW and revised Budget to us (HomelessRFP@hss.sbcounty.gov) **by Thursday December 6, 2018**.

If we do not receive the revised SOW and revised Budget by December 6, 2018 it will be presumed that your agency has rejected the reduced funding allocation recommended by the GRC.

The next public meeting will be a special meeting held as indicated below.

Wednesday, December 12, 2018

Beginning @ 9:00 a.m.

Located at:

County of San Bernardino Health Services

850 E Foothill Blvd.

Rialto, CA 92376.

For questions please contact Anthony Altamirano Staff Analyst at (909)388-0860 or by email at Anthony.Altamirano@dbh.sbcounty.gov.