

HOUSING FIRST SOLANO*

BOARD MEETING - Minutes

June 25, 2014 10:00 am to 11:30 pm

Suisun City Council Chambers

701 Civic Center Drive, Suisun City, CA

1. Welcome and announcements: Meeting opened Ruth 10:08

Board Members Present: Ruth Matz; Ron Marlette; Frank Wells; Reggie Doss - Roll Call showed a quorum present.

Absent: Norma Jean Ramos

Members of the public: Phyllis Harrison; Colleen Erdes; Jenna Franco; Carolyn Wylie; Dawn LaBar; Bill Haden; Guy Ricca; Emily Cantu; Moira Sullivan

2. Adopt Agenda: On a motion and a second (Wells/Marlette) and hearing no further discussion the motion carried unanimously.
3. Review and approve Minutes from May 28, 2014 HFS Board Meeting: On a motion and a second (Marlette/Wells) - Ron Marlette discussed the remarks from Ron Grassi regarding closed session. Ruth Matz stated the HFS Board is not a nonprofit or governmental entity and as such can go in to closed session. HFS is not held to the Brown Act. HFS Charter Committee submitted Charter to be reviewed by HomeBase and there was no mention in the Charter restricting HFS Board going in to closed session.
4. Discussion prior to item 4

Ron Marlette brought an article from the Fairfield Daily Republic and asked to discuss the issue prior to establishing agenda items. Ron Marlette gave an overview of the article regarding the Grand Jury Report addressing Solano County and CAP Solano, JPA and a negative cash balance. The board discussed the article had nothing to do with the HFS Board. Ron Marlette asked PJ Davis for an update regarding the article as his board wants information on other boards Ron Marlette sits on, and if the HFS Board should respond. Ruth Matz questioned having a tainted board (CAP Solano, JPA) join their board (HFS Board). Currently the HFS Board has no relation to the CAP Solano, JPA Board.

Ruth Matz questioned what it means joining with the CAP Solano, JPA board if the County Auditor Controller will be oversight to the HFS board:

- 1) would they, as a group, note the HFS Board relationship with CAP Solano, JPA
- 2) HFS board currently is totally separate from CAP Solano, JPA and CAP Solano, Inc. boards Ruth Matz and Ron Marlette could provide a response related to what HFS board is doing in the interim process – merging, etc. Discussion ended with HFS Board deciding not to respond at this time.

Discussion of General Membership Meeting July 30, 2014 – Items

- a. Consider CAP Solano, JPA Board and Housing First Solano Board Combining: Ruth Matz noted the HFS board rescheduled the Housing First Solano General Meeting from its original date of July 23, 2014 to July 30, 2014 at 10:00 to accommodate the County. Ron Grassi will present at the General membership meeting. Ruth Matz wants to understand and discuss how we will get there – what will be the process of possibly becoming one board? Ruth Matz stated it is perhaps a good idea in the long run. Ruth Matz will make the HFS presentation of the power point provided at the previous CAP Solano meetings. Ruth Matz stated that she felt HomeBase made a scathing report which basically said that HFS and CAP Solano were not doing anything and that HomeBase should come in and save the day. She mentioned she made revisions in the use of color highlighting the correct timeframe.

Ruth Matz mentioned Ron Grassi had issues with the Charter – that it was not valid, and that HFS board was not functioning properly. Ruth Matz discussed that HFS board is still new and finding their way in the process. She discussed remarks from the combined meeting and ended with how important it is to partner with the County and Cities.

In answer to a question regarding HFS board not having any insurance – Ruth Matz mentioned each member has their own insurance from their own agencies representing them on the HFS board. She discussed a need for a true balance of power on the HFS – JPA board – keep power balance between government agencies and providers etc. There was discussion regarding wanting a positive attitude of the County toward providers. There was discussion regarding Homeless Assistance Centers and the need for respect between all parties in this endeavor.

Ruth Matz asked who started this idea to merge the two boards? Dawn LaBar of the CAP Solano, JPA board stated that she made the motion to have the HFS and JPA boards merge. Dawn has been working on this idea for about 6 months - the idea of all work for homeless under one body to work together and share resources. Dawn LaBar met with the County several months ago to see how the County could partner with CAP Solano, JPA. Ron Marlette asked Dawn LaBar about collaborating and/or merging. He also asked about the Grand Jury report - if the JPA had discussed it yet? Ron Marlette stated perhaps the HFS board and CAP Solano, JPA board meet to discuss best way to pull together and address the homeless issue more effectively working as a team.

Colleen Erdes mentioned she felt a certain level of disrespect of what we (providers) do. She stated the public is not educated about what we (providers) do. She agreed with Dawn LaBar about not wanting to work in silos – there is a problem with communication within providers and CoC. Providers are not getting all the information. And that the HFS Board or others are not getting all information. Long-term it may work, but she is concerned about not understanding what the others do.

Ron Marlette agreed that we need to know what each other are doing. How will we work together in the future.

Presentation to Consider Merger: by Ron Grassi – pros and cons and HFS Board point of view. Ruth Matz asked that the HFS board receive the presentation for review prior to sending to the full membership. Colleen Erdes asked for review prior to the General Membership meeting set for July 30, 2014. Ruth Matz said any presentations should be provided one week before the General members – so all presentation information should be provided by July 23 in order to send to all members. Ruth Matz will work with Ron Grassi ahead of time and that presentation will be submitted to all members by July 23 prior to the July 30th meeting.

Kari Rader mentioned the importance of providing education to the entire General Membership on all HEARTH requirements and what is needed and what the CoC responsibilities are. Staff can put together on HEARTH requirements.

Colleen Erdes mentioned a perceived conflict of interest with having HomeBase report on work done by HomeBase.

Frank Wells asked what has changed from two months ago? HFS board and the CoC have been working for two years. Now all of a sudden something piqued the interest of the cities and county regarding the homeless population in Solano County. Frank Wells stated he does not want what we do in the near future to negate what HFS has worked on for the past year. Now the HFS board is being asked to take on the baggage of the CAP Solano, JPA? The cities, county and CAP Solano, JPA could have been with us a year ago.

Dawn LaBar responded that she has been on the CAP Solano, JPA board for 6 years. Was on the nonprofit board as a representative for Lois Wolk. She became a CAP Solano, JPA board member through the City of Fairfield. The City of Fairfield has been getting more and more complaints about the homeless problems - the City wanted to make a more formal response. They developed a Quality of Life Task Force – more than just homeless. Dawn LaBar oversees that project. Dawn LaBar stated the CoC body is amazing – does all the work. She saw the HomeBase report and thought it was an opportunity to say here is what we can do to redirect, etc. - not so much as what is wrong. Does not consider all government is bad.

Ron Marlette mentioned the CAP Solano, JPA 2011 auditor controller office and the potential \$700 deficit fund – gives us an opportunity to do something better. Join together and the County and the HFS board to do the work. We need to help them know how we can help them address the homeless issue.

Reggie Doss agreed with Colleen Erdes – we really need to be more informed about who is doing what and understanding all providers and providing all providers with information.

Ruth Matz stated the timing of the Grand Jury report and HFS board becoming partners with CAP Solano, JPA – this will have to change the charter – representation needs to be determined – what will be the process – how homeless and providers work.

Ruth Matz will do her presentation to full CoC membership regarding the response to the HomeBase Report

Then Ron Grassi will do his presentation to full CoC membership regarding combining the CAP Solano, JPA board and the HFS board.

- b. Consider Collaborative Applicant Process: Ruth Matz discussed the process for Collaborative Applicant – CAP Solano, JPA currently prepares application process – short timeline – HUD grantees have to work with someone -
 - i. Option One: Remain the same 2014 as 2013 and use RFQ from 2013
 - ii. Option Two: Extend Current Designated Collaborative Applicant for Five YearsOverview of both options send out by July 23. Possible change to current Charter.
- c. ADD – Vote on new board members

Staff is to send copies of the completed applications for board membership to the full CoC.

Send completed applications to full members: - these are currently on the slate for vote

Ann Putney
Richard Mendoza
Tosca Wilson

One vote per membership - Consensus vote to move forward

5. Committee Structure: Status/Next steps

- Ten Year Plan- reconvene to review and update plan
- PIT- working committee exists with Kari Radar as chair
- Collaborative Applicants- convene committee
- HMIS- working committee exists with Kari Radar as chair
- Coordinated Assessment- Working group is convening with HomeBase facilitating meetings – report to CAP Solano and send out info to all

6. Board Comments –

Ron Marlette – HMIS – it is important for providers to use the system. Currently all HUD funded agencies are on HMIS. We need to educate members on how important it is to the CoC to have others participate in HMIS.

Ruth Matz – HMIS mentioned significant challenges with ServicePoint – Bowman’s is rewriting code to make it work right. Kari Rader and Ruth Matz are working on it to make sure APR’s for HUD are being taken care of.

7. Agenda Items for Next HFS Board Meeting July 30 2014:

10:00 General Membership

Welcome and Introductions

Approve Minutes from Previous General Meeting

Vote on New Board Members

Presentation by Ruth Matz in response to the HomeBase Report

Presentation by Ron Grassi regarding merging CAP Solano, JPA and HFS Board

Collaborative Applicant:

Option 1 – Remain as the same from previous year using an RFP process

Option 2 – Extend Current Designated Collaborative Applicant for Five Years

11:30 HFS board after the general meeting

Debrief CoC Gen Mem

Minutes from June meeting

New applicants to review

A Practical Tool for Assessing Housing First in Practice

11:32 adjourned

“The 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. It includes action steps to end homelessness and prevent a return to homelessness.”

*Formerly known as the Vallejo/Solano Continuum of Care