

Pasadena Partnership to End Homelessness

Joint Meeting of Continuum of Care / Housing Committees

April 30, 2015

In Attendance: Anne Lansing, Pasadena Dept. of Housing; Anna Jacobson, Pasadena Dept. of Housing; Margie Martinez, CHAP Care; Alexandria Moon, Door of Hope; Cheryl Castillo, Alliance for Housing and Healing; Michelle White, Affordable Housing Services; Tim Peters, Door of Hope; Gregg von Femppe, Union Station; Matthew Rayburn, Family Promise

1. Introductions
2. Minutes from last meeting on February 26, 2015
3. Written Standards for Rapid Re-Housing Assistance
 - a. Discussed setting AMI income limits at entry
 - b. Committee agreed not to set income limits at entry and to revisit as things come up, or in a year, whichever comes sooner
 - c. Reviewed policy for gradual decline in subsidy, pg. 10 Rapid-Rehousing Written Standards
 - d. Discussed titrating subsidy an additional level to 25%
 - e. Anne stated that organizations could tighten the policies more if they wanted to, but policy must be put into place by the organization
 - f. Committee did not make any changes to the Gradual Declining Subsidy section
 - g. Pg. 14 ESG requires rental assistance agreement between the grantee and the housing owner, COC doesn't; Committee discussed whether this should be a requirement for COC grantees as well
 - h. Committee agreed that a section will be added to the Rental Assistance Agreements section including language that implementing a rental assistance agreement is a suggested practice for COC grantees as well, but it will not be a requirement
 - i. Michelle stated that she did not find a grievance procedure in the standards, committee agreed that it will be added in the appendix
 - j. Pg. 15 – Gregg suggested that language of “fails to meet with a Case Manager” in Termination Policies should be revised due to inference that contact must be meeting; Anna to check program requirements and will adjust as necessary
 - k. Tim made recommendation that move forward with Standards as amended. Tim seconded. All in favor. Approved.
4. Unmet Need
 - a. Excel spreadsheet including unsheltered and sheltered population based on 2015 count
 - b. Info will be submitted with 2015 CoC application
 - c. Anne requested feedback on unsheltered Victims of Domestic Violence and TAY (age 18-24): should they be included in the transitional housing category since HUD does say that TH could be an appropriate intervention?
 - d. Committee discussed which housing intervention these individuals should be included under, and agreed to move the 19 individuals (DV & TAY) to “need transitional housing.”
 - e. Regarding Sheltered Population, “Households without children” (individuals), committee agreed to keep 86 individuals under “Need Other Perm Hg.” And not place any in RRH.

5. Next Meeting: 10:00am May 28, 2015 (every 4th Thursday)
6. Announcements/Other Items
 - a. 9 CES sites in Pasadena
 - b. Holly Street Housing is open, in Centennial Place Bldg. on Holly, entrance on Marengo St; SPA-wide CES team, PSH team, staff from Passageways working on CES housed there, not drop-in center, clients steered to adult center
 - c. Passageways is officially a mental health program
 - d. Discussed how 211 is working in regards to referring families to FSC. Gregg reports that families are getting referred to shelters and motels when they are not able to be assessed by a Rapid Response Worker that day.
 - i. Current family referral process: 211 -> Rapid Response Worker -> FSC, warm handoff to Housing Specialist