CoC Board Meeting

MINUTES

July 14, 2016

In Attendance

Anna Jacobsen, City of Pasadena, Housing & Career Services; Anne Lansing, City of Pasadena, Housing & Career Services; Emily Bradley, United Way; Joe Colletti, Urban Initiatives; Michael Johnson, City of Pasadena Department of Public Health; Michael Watkins, Constituent Representative

Introductions	Presenter: Anne Lansing

We are down two Board Members as Jennifer Addington has moved on from her role with the City of Pasadena and Tashera Taylor's organization, Foothill Unity Center, is now an ESG recipient and therefore not eligible to be a board member. Will Watt with Public Council has been invited to become a new board member and we are actively seeking a second new member.

Action Items:	**Person Responsible:**
Send suggestions for new board member	All Board Members

Review LOIs	Presenter: Anne Lansing

The Pasadena Partnership (Pasadena CoC) issued an LOI in June for renewal grants to be including in the 2016 CoC Program application. We have done the reallocation we need to do with TH and all of our renewals now are PH, HMIS, or SSO (CES projects).

All of the LOI renewal submissions scored very highly and consequently, no projects were recommended for reallocation. We do expect, however, to need to reallocate in future years and will be reviewing the rating and ranking criteria before next year's LOI to ensure a more even distribution of scores as HUD requires a certain percent of project funding to be placed in Tier 2 (approx. $215k this year).

One note on the scoring is that there was a discrepancy in wording between what HUD is asking for in the 2016 NOFA regarding client income and what projects have been reporting on in their APRS. In the 2016 NOFA, HUD uses the systems performance measure which looks at whether a client has increased their income. In the APRs, however, programs have been reporting on whether clients have increased or maintained their income. For our CoC, sub-recipients have a much higher percent of clients who maintain income than those who increase income. Participants are often on SSI when they are placed in housing and because they are the most vulnerable population, increasing their income is an inherent challenge with HUD's new measure. Nevertheless, this new system performance measure will need to be used in scoring LOIs.

Staff made recommendations for Tier 1 and Tier 2 projects based on LOI score using the CoC 2016 Ranking and Review criteria, placing Alliance for Housing & Healing's CHOISS project in Tier 2. A motion to approve the ranking of projects was made, seconded, and unanimously approved by the Board.

The next step is to bring these recommendations to City Council on Aug 15th – this is generally a consent calendar item, however because of the timing this year, it may be moved off the consent calendar and into an agenda item (in which case the Board is encouraged and welcome to come).

Action Items:	**Person Responsible:**
Review RFP for PH Bonus Applications (between Aug 14-Aug 31)	2-3 Board Members

Action Items	Presenter: Anne Lansing

Elect Board Chair

Staff recommendation was made to elect Michael Johnson as Board Chair. Motion was seconded and unanimously approved.

Approve Non-Voting Member

Motion was made to approve Anne Lansing as a Non-Voting member. Motion was seconded and unanimously approved.

Review of Governance Charter Changes

The following edits were made to the Pasadena Partnership Governance Charter to reflect new policies for the CoC:

- Open invitation for membership (p. 6)
- Board responsibilities & chair / co-chair responsibilities added (p. 9-10)
- Board terms updated to May 2016 (p. 10)
- CES/Notice CPD 14-012 (p. 12)
- Preparing an Application for Funds (p.15-16)
- Appendix A: Reallocation Process for CoC Funding (p. 19-20)
- Appendix B: LOI Ranking Tool (p. 21)
- Appendix C: Plan to Prevent the Criminalization of Homelessness (p. 22-24)

Motion of approve the changes to the Governance Charter was made, seconded, and approved.

Action Items:	Person Responsible:
None	N/A

Next Meeting

TBD