

**COMMISSION TO END HOMELESSNESS  
EXECUTIVE COMMITTEE**

**SPECIAL MEETING MINUTES**

**Friday, February 22, 2013 12:00 pm to 2:30 pm**

**Orange County Rescue Mission  
Village of Hope  
One Hope Drive  
Tustin, CA 92782**

**Board Member Names and Appointment Affiliations**

<b>John M. W. Moorlach, Board of Supervisors</b>	-	<b>Chair of Executive Committee</b>
<b>Barbara Jennings, HomeAid Orange County</b>	-	<b>Vice Chair of Executive Committee</b>
<b>Larry Haynes, HomeAid Orange County</b>	-	<b>Chair of Implementing Group #1</b>
<b>Scott Larson, H&amp;CD Commission</b>	-	<b>Chair of Implementing Group #2</b>
<b>Allan Roeder, City Manager's Association</b>	-	<b>Chair of Implementing Group #3</b>
<b>Jim Palmer, H&amp;CD Commission</b>	-	<b>Chair of Implementing Group #4</b>

**CALL TO ORDER/WELCOME:** John M.W. Moorlach

**Chair Moorlach called the meeting to order at 12:00.**

**ROLL CALL:** Karen Roper, Interim Executive Director

**Present:** J. Moorlach, B. Jennings, S. Larson, J. Palmer, A. Roeder

**Absent:** L. Haynes (excused)

**CONSENT CALENDAR:** No Action Needed

**1. No Items:**

- a) On December 7, 2012 (a combined meeting of the Commission to End Homelessness and its Executive Committee), the Commission approved the October 26, 2012 Executive Committee Minutes and the 2013 Executive Committee Calendar.
- b) On January 25, 2013, the Commission to End Homelessness approved the December 7, 2012 minutes. The December 7<sup>th</sup> meeting was a combined meeting of the full Commission and its Executive Committee.

**DISCUSSION ITEMS:**

**2. Changes to Commission Bylaws – Karen Roper**

- A. Review Changes Discussed at January 25, 2013 Commission Meeting:
  1. Chair and Vice-Chair Terms and Appointing Bodies- **public or private**
  2. Commission Membership
    - a) Hearth Act Requirements (Homeless/Formerly Homeless & ESG Recipient) – **Discussed need to add seat.**
    - b) Number of Board of Supervisors Appointments **Discussed adding two more seats to the Commission.**  
**Suggestions for one seat were-someone representing:**
      - **Public Health**
      - **Education – Superintendent of Schools**
      - **Board of Supervisors (an additional BOS Member)**

There was discussion on the process to select a homeless person to C2eH.

- A seat will be added for Homeless/formerly homeless person.
- J. Palmer suggests that H&CD Commission make the appointment, working with OC Partnership to bring forward nominees.

The Executive Committee concurred with the recommended process for nominating homeless/formerly homeless.

There was discussion regarding the Member of the Board of Supervisors:

- A. Roeder – Value in transitioning planning.
- Option – ex officio member for another Board of Supervisors Member.
- S. Larson – Does appointing 2 Supervisors weight the Commission too heavily towards the County?

Executive Committee recommended to keep only one BOS member.

Chair Moorlach suggested that the recommendations go to the next full Commission meeting.

3. Implementing Group Membership, Recruitment Process, and Appointments  
**Allan Roeder suggests bringing nominations for Implementing Group Officers to the Executive Committee versus the full Commission. Executive Committee agreed.**
4. Commission Member Attendance and Participation  
**There was discussion of participation and member attendance. Direction was to keep as is and bring back a discussion in the future on participation.**
5. Other Ideas/Suggestions from Executive Committee
  - Look at current memberships – do we need 2 City Elected? 2 City Managers?
  - Go back to cities to discuss how they are represented on this Commission.
  - Ask for City feedback – City Selection Committee, Police Chiefs, Fire Chiefs.
  - Allan Roeder to go back to cities and ask for feedback on their representation on Commission.

### 3. Homeless Persons' Memorial Day – Scott Larson

- Scott distributed a flyer on the Homeless Person's Memorial Day.
- Scott met with Larry Haynes and Sister Regina to discuss sponsor options such as churches/local groups/political, etc.
- Recommendation – make it general in sponsorship.
- Potential location for memorial plaques in Civic Center.
- Develop a small group of commission members to discuss process and come back to full Commission with recommendations.

#### Next Steps:

- Scott - Come back to Commission in about 2 months to propose what a Community led Homeless Memorial Day might look like.

### 4. Update on Implementing Groups

#### A. Larry Haynes, Implementing Group #1

##### i. Prevention

**No Report**

##### ii. Outreach

**No Report**

##### iii. Centralized Intake/Coordinated Assessment Sub-Committee – Max Gardner reported:

- Report on Centralized Intake /Coordinated Assessment.
- Progress on reviewing other jurisdictions-Central Coordinated Assessment – Dayton, L.A.
- Full draft of recommendations to be circulated to all stakeholders in Mid-March.
- Meeting at end of March is an Open forum to discuss recommendations.
- Needed throughout OC for intake appointments – coordinate through HMIS OCP/211.

- B. Scott Larson, Implementing Group #2
  - i. Improve Emergency Shelter  
**No report.**
  - ii. Improve Transitional Housing  
**No report.**
  - iii. Point In Time Count Ad Hoc Committee
    - **No numbers yet.**
    - **Raised the awareness – great support – success of Commission.**
    - **Provided summary of debrief.**
    - **Over 900 signed up to volunteer, 700 trained.**
    - **89% positive response from volunteer surveys.**
    - **Planning process needs to start earlier.**
    - **Need Year-round planning.**
    - **What do we need to do next?**
    - **Karen Roper recommended numbers to be announced through the Commission and OC Partnership once finalized.**
  
- C. Allan Roeder, Implementing Group #3
  - i. Permanent Housing – **No Report**
  - ii. Resources to Remain Housed – **No Report**
  - iii. Employment/Mainstream Resources Sub-Committee – **No report**
  - iv. SB2/City Managers & Planners Task Force Sub-Committee
    - **Focus on providing input on Housing Elements and SB2 zoning requirements – Orange, Fullerton, Santa Ana, County, etc.**
    - **SB2 Subcommittee – moving along slowly.**
    - **Need to get more effectively engaged with 34 cities.**
    - **Point-in-Time Count opportunity to present to local officials.**
      - **ACCOC**
      - **Orange County Division of League**
    - **Ability to have data broken out by Region.**
    - **Ability to have a report that talks about how we are doing.**
    - **Have Cedillo – author of SB2 or State HCD come speak on SB2.**
  - v. Rapid Rehousing Sub-Committee  
**Rapid Rehousing – Margie/Marsha Reported:**
    - **Discussion about existing housing challenges.**
    - **Employment challenges.**
    - **April Provider Forum – Tonya Tull-speaker April 4<sup>th</sup> – Covenant Presbyterian.**
  
- D. Jim Palmer, Implementing Group #4
  - i. Data
    - **Group was on hold to support PIT**
    - **Carolyn McInerney will join Data Implementing Group**
    - **Next Milestones**
      - **How to report data**
      - **Annual reports**
      - **Bring together all the reporting**
    - **Status of 211/OCP Merger**
      - **Max Gardner acting as Chair of Interim Board**
      - **Another 30 days to finalize merger**
  - ii. Community Support – **No report.**
  - iii. Social Policy – **No report.**
  - iv. Systemic Change – **No report.**

**5. 2013 Implementing Group/Subcommittee Meeting Calendar – Karen Roper/Staff Team**

- A. Review Staffing Plan
- B. Discuss Frequency of Implementing Groups and Subcommittee Meetings
- C. Discuss potential locations of Implementing Groups and Subcommittee Meetings
- D. Timelines for development/distribution of agendas and minutes to comply with the Brown Act
  - **Review dates for all Implementing Groups and Subcommittee meetings.**
  - **Get Master Calendar Completed for Implementing Groups and Subcommittees.**
  - **Staff to call Implementing Group Chairs and Subcommittee Chairs to confirm dates/times location of meetings.**
  - **Combined Implementing Group Meeting not necessary (at Covenant Presbyterian) if a master calendar is completed.**

## 6. Interim Executive Director Report – Karen Roper

- A. Discussion of AB5 Legislation (Homeless Bill of Rights) - **Kelly and Julia**
  - **There was discussion on AB5**
  - **Executive Committee recommended to keep it on the agenda for updates.**
- B. Email to Chairman Moorlach from Occupy Santa Ana (OSA) to discuss City/County ordinances or practices and solutions for decriminalization of the homeless. **Executive Committee agreed to further evaluate AB5 before reporting back to OSA.**
- C. Follow-up from Strategic Planning Off-site & Additional Commission Focus Areas for 2013

Items listed here are items to focus on for commission from strategic planning offsite:

- i. Data
    - 1. County Data in HMIS – **Carolyn McInerney to lead this effort**
    - 2. Year-Round Planning for Count of the Homeless – **Scott Larson/Karen Williams/OC Community Services will work together on plan for year-round planning. Need additional resources.**
  - ii. Multiple Year-Round Emergency Shelters and Multi-Service Centers (Integration of Mainstream Resources/County Services – Carolyn McInerney & David Mansdoerfer)
    - **Carolyn/David – To convene County Departments to get feedback on services that could be provided at the shelter**
  - iii. Partnering with the Faith-Based Community to End Homelessness in OC
    - **Karen Roper to share presentation recently made to Faith Based Community**
  - iv. Partnering with the Business Community to End Homelessness in OC
    - **Follow-up discussions with OCBC response on how to engage Businesses**
  - v. Partnering with OC Cities to End Homelessness in OC
    - **Already have plan to follow-up with cities, Alan Roeder will lead this effort.**
  - vi. Succession Plan for Commission Members
    - **Executive Committee agreed to discuss at a later date.**
- D. Discuss the Next Commission to End Homelessness Progress Report to the Board of Supervisors
- **Due to multiple initiatives happening at the same time, missed December 2012 Semi annual report. Ten year plan was written with goal of one annual report to the Board of Supervisors and other stakeholders. Last report was May 2012.**
  - **March/April – Annual Report to Board of Supervisors, depending upon receipt of final PITS report from OCP.**
  - **Include PIT update in annual report**
  - **Annual is fine unless requested more frequently by Board of Supervisors**
  - **Implementing Group Chairs to be present**
  - **SB2**
  - **Use Dashboard format**

## 7. Update from Chairman John M.W. Moorlach

- **James Irvine foundation – give to Karen to follow-up**
- **Los Pinos referral made to Karen Roper**
- **Inter-Faith Luncheon – Karen presented on opportunities to partner in ending homelessness**
- **Thank you to Jim for lunch today**
- **Thank you for Fullerton – Purchase Sale Agreement approved by Board of Supervisors on 1/15/13**
- **Opportunity for transition if Supervisor Spitzer wants to be Chair**

**The Chair invited Scott Carpenter from Chairman Nelson’s office to give an update on the Fullerton Shelter site. According to Scott, the item was discussed at Fullerton City Council meeting. There will be a Community Meeting on March 11<sup>th</sup>, 6:30 pm.**

### **PUBLIC COMMENTS:**

At this time, members of the public may address the Executive Committee regarding any off-agenda items within the subject matter jurisdiction of the Executive Committee provided that NO action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments, unless different time limits are set by the Chairman subject to the approval of the Executive Committee.

**Max Gardner – Spoke on various topics**

**Dolores Gonzalez-Hayes from 2-1-1 participated in the meeting**

**Billy O’Connell, Collette’s Children Home participated in the meeting**

**Chris Nguyen from Supervisor Spitzer’s Office participated in the meeting**

**Scott Carpenter from Chair Nelson’s Office participated in the meeting**

**MEMBER COMMENTS:**

None.

**ADJOURNED:**

Meeting was adjourned by Chair Moorlach at 2:46 pm

**NEXT MEETING:**

**April 26, 2013 9:00 am to 11:00 am**  
Orange County Rescue Mission Village of Hope  
One Hope Drive, Tustin, CA 92782