



REGIONAL TASK FORCE ON THE HOMELESS

"OUR COMMUNITY, OUR HOMELESS, OUR ISSUES"

Executive Committee

Meeting Agenda			
Objective: Review and set agenda for the September Governance Board Meeting.			
Date: 9/14/17	Time: 12:45-1:45 p.m.	Location:	1600 Pacific Highway, San Diego, CA 92101, Room 335 & via conference call
Call-In Details:	Dial, 515-739-1287 Access Code, 902052	Facilitator:	Gordon Walker, CEO, RTFH
Note Taker/Time Keeper: Mandy Patterson			
Members: Supervisor Ron Roberts, Councilmember Chris Ward, Karen Brailean, Deacon Jim Vargas			
Proxies: Stephanie Gioia, Pam Ison, Bill Bolstad			
Staff: Gordon Walker, Mandy Patterson			
Agenda Items		Presenter	Time Allotted
1	Welcome and Introductions	Gordon Walker	5 minutes
2	Action Items a. Approval of August Meeting Minutes b. Approval of September Board Meeting Agenda	Gordon Walker	10 minutes
3	Discussion Items a. October Housing Month Update b. Participation in Ballot Measures c. HUD TA Update d. Community Plan Phase II Next Steps e. Budget Update f. HUD CoC NOFA Application g. Neighborhood Reinvestment Program h. HMIS System Opening Update	Councilmember Chris Ward Karen Brailean Gordon Walker Gordon Walker Gordon Walker Gordon Walker Gordon Walker Gordon Walker	35 minutes
4	General Updates	Executive Committee	10 minutes
5	Action Item Summary	Mandy Patterson	If time allows
Next Meeting: Thursday, October 12, 2017, 12:45-1:45 p.m., County Administration Center, 1600 Pacific Highway, Room 335.			

	Name	Agenda Item #	Page #
1	August Executive Committee Meeting Minutes	2a	3
2	September Board Meeting Agenda	2b	5



Executive Committee

Meeting Minutes

Meeting Information			
Objective:	Review and approve agenda for July Governance Board Meeting		
Date:	8/10/17	Location:	1600 pacific Hwy. and via conference call
Call-In Details:	Number: 515-739-1020	Access Code: 145921	
Meeting Start:	12:00 p.m.	Meeting Adjourn:	1:00 p.m.
Facilitator:	Supervisor Ron Roberts	Note Taker:	Mandy Patterson
Members Present: Karen Brailean, Supervisor Ron Roberts, Deacon Jim Vargas Members Absent: Councilmember Chris Ward Proxies Present: Bill Bolstad, Brian Elliott, Stephanie Gioia, Nancy Cannon-O'Connell Guests: Susan Bower, David Estrella Staff: Gordon Walker, Mandy Patterson			
Agenda Items		Presenter	Time Allotted
1	Welcome and Introductions	Gordon Walker	5 minutes
2	Action Items a. Approval of July Executive Committee Meeting Minutes b. Approval of August Board Meeting Agenda	Gordon Walker	5 minutes 20 minutes
3	Discussion Items a. Community Plan Phase II Next Steps: i. Recommendation for Learning Collaboratives (e.g., Housing First Education), etc. ii. Additional Steps – Data Collection b. Executive Indicators/Dashboard Refinement c. HMIS System Opening Update d. OrgCode Update e. Budget Update & Clarification	Stephanie Gioia Gordon Walker Gordon Walker Gordon Walker Gordon Walker	25 minutes total
4	General Updates	Committee Members	If time allows
5	Action Item Summary	Mandy Patterson	If time allows
Decisions		Motion	Second
1	Unanimous approval of the July Executive Committee meeting minutes.	Karen Brailean	Deacon Jim Vargas
2	Unanimous approval of the August Board meeting agenda as amended (removed board	Consensus	N/A

	member discussion on current initiatives and added Hepatitis A update)		
New Action Items		Responsible	Due Date
1	Remove Board Member Discussion on Current Initiatives from board meeting agenda and add update on Hepatitis A	Mandy Patterson	8/11/17
2	Move the EC meeting to 12:45 going forward and invite the chair and past-chair	Mandy Patterson	8/14/17
Other Notes & Information			
1	The Committee discussed implementing learning collaboratives as part of phase 1 of the Community Plan to help educate our community and normalize some of the concepts like Housing First, etc.		
2	The letter to agencies to request data for an analysis of the performance of our homeless crisis response system that Focus Strategies will be doing as part of the Community Plan is set to be sent within the next week.		
3	Next meeting: Thursday, September 14, 2017, 12:45-1:45 p.m., County Administration Center, 1600 Pacific Highway, San Diego, CA 92101, Room 306a.		



Governance Board Meeting

AGENDA (Regular Meeting)		
Date: September 21, 2017	Time: 3:00-5:00 p.m.	Location: County Administration Center (1600 Pacific Highway, San Diego, CA 92101), Rooms 302-303
Agenda Items	Presenter	Page
1	Welcome and Introductions	Supervisor Ron Roberts, Chair
2	Non-Agenda Public Comment	Supervisor Ron Roberts, Chair
3	Consent Agenda	
	a. Approval of July 20, and August 17, 2017, Board Meeting Minutes	Gordon Walker, CEO, RTFH
	b. Financial Report: June & July 2017 Financial Statements	Gordon Walker, CEO, RTFH
4	Executive Officer & CEO Updates	Executive Officers & CEO
5	Action Items	
	a. Approval of Phase 1 of the Community Plan Framework	Greg Anglea, Chair, Community Plan Ad Hoc Committee
	b. Approval of 2017 HUD CoC NOFA Application	Nancy Cannon-O'Connell, Chair, Scoring Committee
	c. Approval of Neighborhood Reinvestment Program	Gordon Walker, CEO, RTFH
	d. Advocacy Discussion	Karen Brailean, Secretary, RTFH Board; John Lemmo, Attorney, Procopio
6	Informational Items	
	a. Hepatitis A Update	Sayone Thihalolipavan, MD, MPH Deputy Public Health Officer County of San Diego, HHS
Next Meeting: Thursday, October 19, 2017, 3:00-5:00 p.m., San Diego County Administration Center, 1600 Pacific Highway, Rooms 302-303.		

**REGIONAL TASK FORCE ON THE HOMELESS
GOVERNANCE BOARD ACTION/INFORMATION REPORT**

TITLE OF REPORT:

June 2017 Financial Statements

ADVISORY COMMITTEE NAME:

Executive Committee

ITEM TYPE:

- Information
- Action
- Recommendation/Board Policy
- Request to Present at Board Meeting

DATE:

September 21, 2017

PRIMARY CONTACT:

Deacon Jim Vargas

SECONDARY CONTACT:

Tara Osier, Controller

TIME SENSITIVITY:

- No Yes (If yes, state deadline and why it's urgent)

Timely review of the financials ensures fiscal oversight and accountability.

RECOMMENDATION:

This report is Informational Only

OVERVIEW & BACKGROUND SUMMARY:

On January 19, 2017, the new Regional Task Force on the Homeless (RTFH) Board of Directors assumed fiscal responsibility for the RTFH, which includes financial planning, financial controls and financial reporting.

The financial statements provide information about the financial position, financial activities and cash flows of the RTFH.

The detailed financial information is provided as follows:

- Balance Sheet as of June 2017 – Attachment A
- Revenues & Expenses (Consolidated) – July 2016 to June 2017 – Attachment B
- Revenues & Expenses (by Program / Project) – July 2016 to June 2017 – Attachment C

FISCAL IMPACT:

None

FUTURE ACTION NEEDED BY BOARD? If so, by what date?

STAFF/AND OR COMMITTEE STATEMENT:

None

SUMMARY OF PREVIOUS COMMITTEE AND/OR BOARD ACTION RELATED TO THIS TOPIC:

- On March 16, 2017, the Treasurer provided the Board of Directors the January 2017 Financial Statements as an informational report.
- On April 20, 2017, the Treasurer provided the Board of directors the February 2017 Financial Statements as an information report.
- On May 18, 2017, the Treasurer provided the Board of directors the March 2017 Financial Statements as an information report.
- On June 15, 2017, the Treasurer provided the Board of directors the April 2017 Financial Statements as an information report.
- On July 20, 2017, the Treasurer provided the Board of directors the May 2017 Financial Statements as an information report.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

None

IMPACT ON KEY STAKEHOLDERS, PROJECTS, COMMUNITIES, OR SUB-POPULATIONS :

None

CONNECTIONS TO HUD/HEARTH COMPLIANCE:

None

COC BOARD RESPONSIBILITY CATEGORY(S):

- Annual Regional Planning
- Approve CoC Policies
- Conduct regular/annual CoC Plan (includes Point-in-Time Count)
- Designate and operate an HMIS
- Develop Coordinated Entry System
- Draft written standards for providing CoC assistance
- Emergency Solutions Grants Evaluation & Recommendations
- Fundraise
- Manage annual CoC funding application
- Monitor CoC & Project Performance
- Other – Fiscal oversight

ATTACHMENTS OR BACK-UP INFORMATION TO REFERENCE:

- Attachment A - Balance Sheet as of June 2017
- Attachment B - Revenues & Expenses (Consolidated) – July 2016 to June 2017
- Attachment C - Revenues & Expenses (by Program / Project) – July 2016 to June 2017

Regional Task Force on the Homeless
Balance Sheet
As of June 30, 2017

Attachment A

	June 30,17
ASSETS	
Current Assets	
Total Cash	302,023.93
Total Accounts Receivable	118,210.19
Total Contract Accounts Receivable	107,288.98
Total Current Assets	527,523.10
Fixed Assets	
Computer Equipment	5,870.27
Accumulated Depreciation	-5,870.27
Total Fixed Assets	0.00
Other Assets	
Gift Card Inventory	2,088.00
Prepaid Insurance	12,270.21
Prepaid Expense	585.00
Deposits	1,821.00
Total Other Assets	16,764.21
TOTAL ASSETS	544,287.31
LIABILITIES & EQUITY	
Liabilities	
Total Accounts Payable	67,566.11
Total Payroll Related Liabilities	51,267.39
Total Deferred Revenue	25,776.67
Total Other Current Liabilities	77,044.06
Total Current Liabilities	144,610.17
Total Liabilities	144,610.17
Equity	
Net Assets	
Unrestricted	351,908.84
Temporarily Restricted	18,500.00
Total Net Assets	370,408.84
Revenue over (under) Expenses	29,268.30
Total Equity	399,677.14
TOTAL LIABILITIES & EQUITY	544,287.31

Regional Task Force on the Homeless
FY16-17 Revenues & Expenses (Consolidated)

July 2016 - June 2017

	Jun 17 Activity Mnthly	FY16-17 Activity YTD	FY16-17 Budget YTD	Budget Variance \$	Budget Variance 91.67%
Revenue					
HUD CoC Grants	267,704	1,834,319	1,956,894	122,575	93.74%
Local Government Contracts	7,663	89,513	95,701	6,188	93.53%
Other Local Contracts	5,000	15,500	21,000	5,500	73.81%
Private Donations / Foundations	3,747	65,213	119,000	53,787	54.80%
Membership Fees	600	6,727	0	-6,727	
ServicePoint Fees	5,536	59,451	70,000	10,549	84.93%
Total Revenue	290,251	2,070,723	2,262,595	191,872	91.52%
Expenses					
Total Salary	104,353	920,727	1,039,065	118,338	88.61%
Total Benefits	31,844	219,174	236,547	17,373	92.66%
Direct Costs:					
HMIS	2,953	78,345	148,048	69,703	52.92%
Other Consultants	132,716	590,889	556,517	-34,372	106.18%
Software	4,329	26,613	22,848	-3,765	116.48%
Equipment	194	22,515	32,500	9,985	69.28%
Out of Town Travel	2,433	18,485	13,000	-5,485	142.19%
Conference Fees	0	7,922	6,000	-1,922	132.03%
PITC Expenses	2,147	15,690	20,600	4,910	76.16%
Total Direct Costs	144,772	760,459	799,513	39,054	95.12%
Indirect Costs:					
Rent / Storage	4,994	52,621	53,607	986	98.16%
Business Insurance	711	6,950	28,058	21,108	24.77%
Taxes / Bank Fees	0	154	1,125	971	13.65%
Phone / Internet	2,678	17,972	13,263	-4,709	135.51%
Supplies / Copier	4,060	14,729	12,333	-2,396	119.42%
Local Mileage/Parking	1,236	11,715	8,441	-3,274	138.78%
Membership/Subscription Fees	0	629	775	146	81.16%
Board Expenses	417	1,591	1,000	-591	159.13%
Staff Development	1,252	2,740	1,200	-1,540	228.36%
Audit	0	6,950	10,000	3,050	69.50%
IT Support	4,635	23,770	11,500	-12,270	206.70%
Miscellaneous	503	1,274	1,167	-107	109.14%
Total Indirect Costs	20,486	141,094	142,470	1,376	99.03%
Contingency Reserve	0	0	5,000	5,000	0.00%
Total Expenses	301,455	2,041,455	2,222,595	181,140	91.85%
Revenue over (under) Expenses	-11,204	29,268	40,000	10,732	73.17%

Regional Task Force on the Homeless
FY16-17 Revenues & Expenses (by Program/Project)

July 2016 - June 2017

		Jun 17 Activity Mnthly	FY16-17 Activity YTD	FY16-17 Budget YTD	Budget Variance \$	Budget Variance 83.33%
Revenue						
HMIS Program	a	81,322	832,077	908,204	76,127	91.62%
CES Program	b	55,867	418,697	471,333	52,636	88.83%
CoC Planning	c	130,679	583,558	623,558	40,000	93.59%
PITC Project	d	12,500	152,282	165,000	12,718	92.29%
General Operations (G&A)		9,884	84,108	94,500	10,392	89.00%
Total Revenue		290,251	2,070,723	2,262,595	191,872	91.52%
Expenses						
HMIS Program		76,322	812,560	908,204	95,644	89.47%
CES Program		55,867	418,697	471,333	52,636	88.83%
CoC Planning		138,817	567,837	583,558	15,721	97.31%
PITC Project		15,665	164,986	165,000	14	99.99%
General Operations (G&A)		14,785	77,374	94,500	17,126	81.88%
Total Expenses		301,455	2,041,455	2,222,595	181,140	91.85%
Net Activity						
HMIS Program		5,000	19,517	0	-19,517	
CES Program		0	0	0	0	
CoC Planning		-8,139	15,720	40,000	24,280	
PITC Project		-3,165	-12,704	0	12,704	
General Operations (G&A)		-4,901	6,734	0	-6,734	
Revenue over (under) Expenses		-11,204	29,268	40,000	10,732	73.17%

- a** HMIS Program funded primarily by one HUD Grant, which expired October 31, 2016 and the renewal expires October 31, 2017.
- b** Coordinated Entry System (CES) Program funded by one HUD Grant, which expires October 31, 2017.
- c** CoC Planning Project funded primarily by two HUD Grants, which expire June 30, 2017.
- d** Point-In Time Count (PITC) Project funded by both CoC Planning Grants, which expire June 30, 2017.

**REGIONAL TASK FORCE ON THE HOMELESS
GOVERNANCE BOARD ACTION/INFORMATION REPORT**

TITLE OF REPORT:
July 2017 Financial Statements

ADVISORY COMMITTEE NAME:
Executive Committee

ITEM TYPE:
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 Action
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 Request to Present at Board Meeting

DATE:
September 21, 2017

PRIMARY CONTACT:
Deacon Jim Vargas

SECONDARY CONTACT:
Tara Osier, Controller

TIME SENSITIVITY:
 No Yes (If yes, state deadline and why it's urgent)

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RECOMMENDATION:
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FISCAL IMPACT:
None

FUTURE ACTION NEEDED BY BOARD? If so, by what date?

STAFF/AND OR COMMITTEE STATEMENT:

None

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COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

None

IMPACT ON KEY STAKEHOLDERS, PROJECTS, COMMUNITIES, OR SUB-POPULATIONS :

None

CONNECTIONS TO HUD/HEARTH COMPLIANCE:

None

COB BOARD RESPONSIBILITY CATEGORY(S):

- Annual Regional Planning
- Approve CoC Policies
- Conduct regular/annual CoC Plan (includes Point-in-Time Count)
- Designate and operate an HMIS
- Develop Coordinated Entry System
- Draft written standards for providing CoC assistance
- Emergency Solutions Grants Evaluation & Recommendations
- Fundraise
- Manage annual CoC funding application
- Monitor CoC & Project Performance
- Other – Fiscal oversight

ATTACHMENTS OR BACK-UP INFORMATION TO REFERENCE:

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REGIONAL TASK FORCE ON THE HOMELESS

"OUR COMMUNITY, OUR HOMELESS, OUR ISSUES"

Monthly Financials Narrative July 2017

Revenue & Expenses or Statement of Activities:

- Total Revenue year-to-date: \$ 204,244
- Total Expenses year-to-date: \$ 207,545
- The Revenue over Expenses: < \$ 3,301 >

- The Revenue over Expenses includes the following:
 - \$ 7,500 designated for the HMIS Program.
 - < \$2,870 > designated for the CoC Planning Project. Note, negative balance due to legal fees.
 - < \$1,254 > designated for the Point-In-Time Count (PITC). Note, negative balance due to overlap of incoming and outgoing personnel.
 - < \$6,677 > designated for General Operations. Note, negative balance due primarily to PTO paid out to former ED.

- The target revenue and expenditure rate (for the first month of the fiscal year) is 8.33%. RTFH revenue rate is 8.99% and expenditure rate is 9.05%, which is on target relative to the FY17-18 Budget.

Balance Sheet or Statement of Financial Position:

- The Checking Account balance: \$ 277,030
- Total Equity: \$ 399,259 (total assets less total liabilities)

- Total Cash includes the Checking Account, PayPal Account and Petty Cash. Note, PayPal and Petty cash balances combined is approximately \$1,000.

- Total Accounts Receivable includes ServicePoint Fee Invoices, with 16 of 52 invoices outstanding totaling \$ 24,834 for billing period 11/01/16 – 10/31/17.

- Total Contract Accounts Receivables includes HUD and Local Government Claim Reimbursements. Note, monthly HUD drawdowns are processed on eLOCCS.

- The current cash covers at least one and half months of operating expenses.

- The Accrued Vacation was adjusted as of June 30, 2017. The liability increased from \$34,245 to \$44,749. Note, approximately \$20,000 was paid to the outgoing ED.

- Total Net Assets includes \$11,000 of Temporarily Restricted Assets and \$391,560 of Unrestricted Assets. The anticipated expenditures of \$11,000 will offset (reduce) revenue during FY17-18.

Regional Task Force on the Homeless
Balance Sheet
As of July 31, 2017

	<u>July 31,17</u>
ASSETS	
Current Assets	
Total Cash	277,968.40
Total Accounts Receivable	64,862.29
Total Contract Accounts Receivable	<u>129,594.07</u>
Total Current Assets	472,424.76
Fixed Assets	
Computer Equipment	5,870.27
Accumulated Depreciation	<u>-5,870.27</u>
Total Fixed Assets	0.00
Other Assets	
Gift Card Inventory	2,088.00
Prepaid Insurance	11,949.75
Prepaid Expense	2,089.20
Deposits	<u>1,821.00</u>
Total Other Assets	<u>17,947.95</u>
TOTAL ASSETS	<u><u>490,372.71</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Accounts Payable	25,408.58
Total Payroll Related Liabilities	47,943.47
Total Deferred Revenue	<u>17,761.23</u>
Total Other Current Liabilities	<u>65,704.70</u>
Total Current Liabilities	<u>91,113.28</u>
Total Liabilities	91,113.28
Equity	
Net Assets	
Unrestricted	391,560.40
Temporarily Restricted	<u>11,000.00</u>
Total Net Assets	402,560.40
Revenue over (under) Expenses	<u>-3,300.97</u>
Total Equity	<u>399,259.43</u>
TOTAL LIABILITIES & EQUITY	<u><u>490,372.71</u></u>

**Regional Task Force on the Homeless
Revenues & Expenses (Consolidated)**

Attachment B

July 2017

	Jul 17 Activity Mnthly	FY17-18 Activity YTD	FY17-18 Budget YTD	Budget Variance \$	Budget Variance 8.33%
Revenue					
HUD CoC Grants	190,580	190,580	2,036,921	1,846,341	9.36%
Local Government Contracts	0	0	89,514	89,514	0.00%
Other Local Contracts	7,500	7,500	20,500	13,000	36.59%
Private Donations / Foundations	244	244	53,500	53,256	0.46%
Membership Fees	0	0	2,500	2,500	0.00%
ServicePoint Fees	5,920	5,920	70,000	64,080	8.46%
Total Revenue	204,244	204,244	2,272,935	2,068,691	8.99%
Expenses					
Total Salary	140,427	140,427	1,339,040	1,198,613	10.49%
Total Benefits	25,404	25,404	317,129	291,725	8.01%
Direct Costs:					
HMIS	6,073	6,073	119,857	113,784	5.07%
Other Consultants	15,515	15,515	271,500	255,985	5.71%
Software	4,659	4,659	29,854	25,195	15.61%
Equipment	84	84	7,500	7,416	1.12%
Out of Town Travel	803	803	18,000	17,197	4.46%
Conference Fees	585	585	12,000	11,415	4.88%
PITC Expenses	0	0	15,100	15,100	0.00%
Total Direct Costs	27,719	27,719	473,811	446,092	5.85%
Indirect Costs:					
Rent / Storage	4,994	4,994	59,929	54,935	8.33%
Business Insurance	645	645	6,675	6,030	9.67%
Taxes / Bank Fees	17	17	600	583	2.87%
Phone / Internet	2,392	2,392	31,772	29,380	7.53%
Supplies / Copier	949	949	11,203	10,254	8.47%
Local Mileage/Parking	1,426	1,426	16,000	14,574	8.91%
Membership/Subscription Fees	0	0	775	775	0.00%
Board Expenses	0	0	1,200	1,200	0.00%
Staff Development	667	667	1,200	533	55.55%
Audit	0	0	12,500	12,500	0.00%
IT Support	2,800	2,800	20,000	17,200	14.00%
Fundraising	0	0	0	0	
Miscellaneous	105	105	1,100	995	9.55%
Total Indirect Costs	13,995	13,995	162,955	148,960	8.59%
Total Expenses	207,545	207,545	2,292,935	2,085,390	9.05%
Revenue over (under) Expenses	-3,301	-3,301	-20,000	-16,699	16.50%

Regional Task Force on the Homeless
Revenues & Expenses (by Program/Project)
 July 2017

	Jul 17 Activity Mnthly	FY17-18 Activity YTD	FY17-18 Budget YTD	Budget Variance \$	Budget Variance 8.33%
Revenue					
HMIS Program	a 106,258	106,258	894,017	787,759	11.89%
CES Program	b 54,953	54,953	732,000	677,047	7.51%
CoC Planning	c 24,369	24,369	370,918	346,549	6.57%
PITC Project	d 12,500	12,500	170,000	157,500	7.35%
General Operations (G&A)	6,164	6,164	106,000	99,836	5.82%
Total Revenue	204,244	204,244	2,272,935	2,068,691	8.99%
Expenses					
HMIS Program	98,758	98,758	894,017	795,259	11.05%
CES Program	54,953	54,953	732,000	677,047	7.51%
CoC Planning	27,239	27,239	390,918	363,679	6.97%
PITC Project	13,754	13,754	170,000	156,246	8.09%
General Operations (G&A)	12,841	12,841	106,000	93,159	12.11%
Total Expenses	207,545	207,545	2,292,935	2,085,390	9.05%
Net Activity					
HMIS Program	7,500	7,500	0	-7,500	
CES Program	0	0	0	0	
CoC Planning	-2,870	-2,870	-20,000	-17,130	
PITC Project	-1,254	-1,254	0	1,254	
General Operations (G&A)	-6,677	-6,677	0	6,677	
Revenue over (under) Expenses	-3,301	-3,301	-20,000	-16,699	16.50%

- a HMIS Program funded primarily by one HUD Grant, which expires October 31, 2017 and the renewal expires October 31, 2018.
- b Coordinated Entry System (CES) Program funded primarily by one HUD Grant, which expires October 31, 2017 and the renewal expires October 31, 2018.
- c CoC Planning Project funded primarily by one HUD Grants, which expires June 30, 2018.
- d Point-In Time Count (PITC) Project funded by the CoC Planning Grant, which expire June 30, 2018.

REGIONAL TASK FORCE ON THE HOMELESS GOVERNANCE BOARD ACTION/INFORMATION REPORT

TITLE OF REPORT:

Approval of Phase 1 of the Community Plan Framework.

ADVISORY COMMITTEE NAME:

Regional Task Force on the Homeless Community Plan Ad hoc Committee.

ITEM TYPE:

- Information
- Action
- Recommendation/Board Policy
- Request to Present at Board Meeting

DATE:

September 21, 2017

PRIMARY CONTACT:

Greg Anglea, Community Plan Ad hoc Committee Chair

SECONDARY CONTACT:

Gordon Walker, RTFH CEO

TIME SENSITIVITY:

- No Yes (If yes, state deadline and why it's urgent)

The Strategic Framework for a System to Effectively End Homelessness in San Diego has outlined a number of high-priority action steps for the next 12 months. Approval today ensures work can begin on these high-priority items immediately.

RECOMMENDATION:

1. Receive and approve Phase 1 of the Community Plan Framework

OVERVIEW & BACKGROUND SUMMARY:

On any given night an estimated 9,000 people in the San Diego region are living outdoors, in vehicles or in emergency shelters. While the community has invested in programs and projects that are innovative and effective, homelessness remains a persistent and growing problem. The community has taken steps to strengthen the Regional Task Force on the Homeless (RTFH) so that it can lead a process to shift the community's efforts from having a collection of projects and initiatives to having a coordinated, region-wide system to effectively end homelessness. With leadership from RTFH Board Chair County of San Diego Supervisor Ron Roberts and Vice Chair City of San Diego Councilmember Chris Ward, the RTFH has developed this Strategic Framework to guide our efforts to develop and implement a Community Plan. The Plan will be strongly data-informed and guided by best practices and evidence about what works. Analysis of San Diego's local data will provide a roadmap to help the community achieve significant reductions in homelessness.

The proposed Framework identifies a strategic pathway to creating a regional system to effectively end homelessness. There are five key areas of work:

1. **Unified Leadership, Effective Governance and Aligned Funding.**
2. **System Access/Entry: Outreach, Coordinated Entry and Diversion.**
3. **Emergency Responses: Shelter, Transitional Housing, Interim Housing.**
4. **System Exits: Housing Interventions.**
5. **System Infrastructure: Data, Evaluation, Training, Capacity Building**

The proposed Strategic Framework lays out a path to begin aligning an array of programs and initiatives into a cohesive, streamlined system. The Implementation Plan that will come next will include measurable objectives and carefully calibrated action steps designed to achieve the greatest possible reduction in homelessness given available resources. Success year-over-year will be measured by changes in the size of the homeless population and performance of the system compared to established targets. This work will be difficult but is critical that we rise to meet this challenge – both for the well-being of those experiencing homelessness and of our community as a whole.

FISCAL IMPACT:

Adopting this action will ensure 2014 & 2016 Planning Grant funds are fully utilized and allocated according to current needs.

FUTURE ACTION NEEDED BY BOARD? If so, by what date?

Approval of Phase II— the implementation plan, which is the next phase of work that Focus Strategies will help guide, and that deliverable will be completed by June 30, 2018.

STAFF/AND OR COMMITTEE STATEMENT:**Community Plan Ad Hoc Committee Recommendations to the RTFH Governance Board**

The Community Plan Strategic Framework, Phase I of our engagement with Focus Strategies, identifies the steps the RTFH as the Infrastructure Organization for the San Diego CoC must take to transform our many homeless programs and initiative's into a coordinated Homeless Crisis Response System. These steps are required if we are to effectively end homelessness. Phase II of this Community Plan will utilize our own regional programs and data to model precisely how much more effective our existing resources will be though changes suggested in the Strategic Framework.

In addition to the systemic changes to existing resources recommended in the Strategic Framework, the Community Plan Ad Hoc Committee recommends RTFH increase the following regional resources:

- Housing stock
- Landlord coordination
- Supportive Services, particularly services which increase household income (employment, disability benefits enrollment, etc.), which will reduce the need for housing subsidies and stretch limited subsidies to reach more households

Moreover and most importantly, the Community Plan Ad Hoc Committee recommends that the RTFH Governance Board clearly identify what role they will play in addressing emerging regional homeless issues. The RTFH should actively weigh-in on various regional initiatives to address homelessness, and lead the way in advocating for new revenue sources such as ballot measures, new fee structures, and other strategies, to make the Homeless Crisis Response System most effective and sustainable.

SUMMARY OF PREVIOUS COMMITTEE AND/OR BOARD ACTION RELATED TO THIS TOPIC:

On April 20, 2017, the RTFH Board approved a recommendation to adopt the proposed expenditure plan for the 2016 Planning Grant Budget—which was reviewed and endorsed by the Executive Committee and included partial funding of \$150,000 for consultant costs associated with the Phase 2 development of the Community Plan to Address Homelessness for the San Diego Region—and to authorize the Executive Director to take any and all necessary actions to ensure timely grant execution.

In October 20, 2016, the Regional Continuum of Care Council (RCCC) Governance Board approved the reallocation of \$100,000 from the 2014 Planning Grant for a 1.0 FTE Senior Strategic Planner and Facilitator to issue a competitive Request for Proposals for a consultant or consultant firm to develop a Coordinated Long-Range Community Plan to Address Homelessness in San Diego County and authorized RTFH and RCCC designated staff to take any and all necessary actions to implement these approvals. This was approved based on a recommendation from the Executive Committee on October 10, 2016.

In 2015 the board approved the submittal of an application for CoC Planning Grant funds to HUD, which included \$78,312 in the final budget for partial funding for the development of a 3-year community plan to address homelessness for the CoC, and costs associated with assessment and recruitment of staff for the new CoC infrastructure.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

The RTFH and partner agencies hosted a number of community forums and meetings as part of the development of the Strategic Framework (Phase One of the Community Plan). At community meetings that occurred towards the beginning of the process, stakeholders were provided an introduction to the RTFH and Focus Strategies' approach to

creating a Strategic Framework for effectively ending homelessness in San Diego County, as well as a general review of timelines and action steps involved with the process. Towards the end of the process, Focus Strategies presented an initial draft of the Strategic Framework and next steps for implementation, and offered an opportunity for community feedback and questions. A comprehensive list of these meetings, as well as their dates and locations is provided as Appendix F of the attached Framework (Attachment A).

A diverse array of community stakeholders attended these meetings, representing the following sectors:

- Non-profit homeless housing and service providers
- Elected officials and staff from the County of San Diego
- Elected officials and staff from the City of San Diego and other cities in the region
- The Department of Veterans Affairs (VA)
- Public housing authorities
- University representatives
- Philanthropy
- Business community representatives, including large and small business owners
- Homeless advocates
- Community members
- People with lived experience of homelessness

Each community meeting provided an opportunity for stakeholders to provide input, ask questions, and express concerns related to both phases of the Community Plan: The Strategic Framework (Phase One) and the Implementation Plan (Phase Two, which will begin in July 2017). Participants also shared their views on the state of homelessness in San Diego County. We heard a diversity of feedback in response to RTFH and Focus Strategies' current work, which is summarized in the attached report (Attachment A).

IMPACT ON KEY STAKEHOLDERS, PROJECTS, COMMUNITIES, OR SUB-POPULATIONS :

Approval of these actions helps the RTFH to further realize collective impact by developing a community plan that leads to a common agenda, shared measurement, continuous communication, and mutually reinforcing activities among all participants. Additionally, it ensures continued support to the region for strategic planning and developing data driven actionable items to reduce and end homelessness.

CONNECTIONS TO HUD/HEARTH COMPLIANCE:

HUD recommends that communities develop long-range strategic plans to end homelessness.

COB BOARD RESPONSIBILITY CATEGORY(S):

- X Annual Regional Planning
- Approve CoC Policies
- X Conduct regular/annual CoC Plan (includes Point-in-Time Count)
- Designate and operate an HMIS
- Develop Coordinated Entry System
- Draft written standards for providing CoC assistance
- X Emergency Solutions Grants Evaluation & Recommendations
- Fundraise
- Manage annual CoC funding application
- X Monitor CoC & Project Performance

ATTACHMENTS OR BACK-UP INFORMATION TO REFERENCE:

Attachment A: RTFH San Diego Community Plan to End Homelessness—Strategic Framework for a System to Effectively End Homelessness in San Diego County.

Attachment B: Board Report for Approval of Phase 2 of the Community Plan from April 20, 2017 meeting



RTFH GOVERNANCE BOARD INFORMATION SHEET

SUBJECT / TITLE: 2017 Continuum of Care Competitive Process		
DATE: September 10, 2017	PRIMARY CONTACT: Nancy Cannon-O'Connell	SECONDARY CONTACT:
FROM (ADVISORY COMMITTEE NAME): Evaluations Advisory Committee – Scoring Sub-Committee		TYPE OF REPORT: <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action Recommendation /Board Policy <input checked="" type="checkbox"/> Follow Up <input type="checkbox"/> Request To Present At Board Meeting
TIME SENSITIVE: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (state deadline and reason for urgency) The application to the U.S. Department of Housing and Urban Development (HUD) under the 2017 Continuum of Care (CoC) Notice of Funding Availability (NOFA) the CoC must (1) publish a list of projects approved for inclusion in the application 15 days ¹ in advance of submittal and (2) the application must be submitted via <i>e-Snaps</i> and be received by HUD no later than September 28, 2017.		
FISCAL IMPACT: The FY2017 NOFA application allows the RTFH to apply for \$17,708,276 dollars in CoC Competitive renewal funds plus a potential \$1,062,497 in bonus dollars, and \$531,248 in Planning Grant funds. The HUD funds must be matched by an additional 25% of non-HUD resources for a total impact of approximately \$24 million annually for addressing homelessness. Because HUD establishes the level of funds a CoC may apply for using the Annual Renewal Demand, failing to submit an application in 2017 impacts subsequent years funding levels.		
RECOMMENDATIONS: It is recommended that the Board: 1) Receive the Scoring Committee report of the results of the local process to the Board as directed in Board Action of May 2017. 2) Authorize the Scoring Committee and the Regional Task Force on the Homeless (RTFH) as the Collaborative Applicant to submit the 2017 CoC Application and all required documents prior to the HUD national due date.		
BACKGROUND / OVERVIEW: Nationally, HUD manages the allocation of CoC Program funds through a two-step process. CoCs complete local review and ranking processes and compile a consolidated application and priority funding lists which are then submitted to HUD under the national competition. These recommendations support activities instrumental to acquiring funds to address homelessness in the San Diego region. On June 15, 2017 the Board authorized the Scoring Committee to complete the local process (receive, review, score local applications, determine allocations and rank order) within the HUD time constraints.		
FUTURE ACTION NEEDED BY BOARD? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD BY DATE:		
STAFF or COMMITTEE STATEMENT Twenty-one (21) applicants submitted fifty- three (53) projects totaling \$21,711,402 for CoC NOFA funding, exceeding available funds by approximately \$2.4 million dollars. Scoring Committee members, RTFH staff, and technical assistance populated customized scoring instruments for various project types with HUD verified and with locally generated data to generate project scores. Using the		

¹ U.S. Department of Housing and Urban Development, Community Planning and Development, Notice of Funding Availability (NOFA) for the Fiscal Year (FY) 2017 Continuum of Care Program Competition, page 4 of 65.

project scores, the Board priorities, and HUD application mandates, and determining that projects not receiving at least 51% of available points would be removed, a list of projects was generated. Analysis of the initial list noted: (1) new project application budgets exceeded their budgets in “intent to submits”; (2) some individual projects derived from self-reallocation exceeded their own, reallocated amount by as much as 758%; (3) without making project budget reductions, compliance with both HUD’s restriction on reallocation of first-time renewals and RTFH Board priorities would result in the loss of six renewal projects at or above the 51% threshold, including substantial permanent supportive housing which is a recognized local need and national priority; and, in the loss of three transitional housing projects falling below the 51% threshold.

In order to achieve alignment with priorities and preservation of those projects meeting Board funding priorities, applicant budgets for self-reallocated projects were limited to 200% of their self-reallocation amount or the budget request, whichever was less. This resulted in a list conforming to local and HUD guidelines and the exclusion of only two new project applications, along with the three transitional housing projects that fell below the 51% funding threshold. While the new project applications scored above threshold, based on CoC priority-listing, there were still insufficient funds to make allocations to 100% of these projects;

A list of projects and allocations was generated and publicly posted, and applicants were individually notified as required by HUD. The appeals process instructions and form were made available on the website. Five agencies submitted appeal forms by the due date. One appeal was a request for clarification. One organization requested an in-person meeting with the appeals committee.

Using the 2017 initial project list and results of the appeals proceedings a final project scoring and allocations list was produced for public release prior to the 15-day NOFA required notice. (Attachment A).

Failure to meet the 15-day notice timeline automatically results in a “0” in Section VII.A.2.d in the CoC HUD competition. As a result, changes to the published list after September 12, 2017 will result in a three (3) point deduction in score for the San Diego application in the national competition.

SUMMARY OF PREVIOUS COMMITTEE AND/OR BOARD ACTION:

Over the past two years, the Board adopted a series of actions which established policy priorities for HUD CoC NOFA funding: funding and population prioritization policies (October 22, 2015 and July 18, 2016), CES participation standards (June 16, 2016), HMIS policies (April 21, 2016), Veterans’ By Name List (May 25, 2016), System Standards (May 18, 2017), authorization of the Scoring Subcommittee to conduct the local scoring and ranking processes (receive, review, score local applications, determine allocations and rank order) to maximize the resources available through the 2017 competition, in accordance with established policies.(June 15, 2017), Instruct the Scoring Committee to report the results of the local process to the Board prior to submittal of the CoC application (June 15, 2017), and establishment of an Appeals Committee (August, 2017).

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

Community participation efforts prior to June 2017 are identified in the report to the Board for June 15, 2017. Subsequent to Board Action in June, 2017 the Scoring Subcommittee engaged the public through numerous announcements, notices, and opportunities for response. Copies of 34 public notices are available on the RTFHSD.org website in the Resource Library. In addition to public posting, key notices were delivered via e-mail distribution to known stakeholders, including: A Call for Intent to Submit an Application for Funds, periodic Questions/Answers and Updates, Instructions for Submittal of renewal and new proposals, Confirmation of Voluntary Reallocation or withdrawal, scoring tools, initial scoring results, preliminary funding allocations, Notice of Appeals process, cost comparison and housing inventory data, HUD NOFA updates, required local process actions, and mandatory timelines.

SCORING IMPACT ON KEY STAKEHOLDERS, PROJECTS, COMMUNITIES, OR SUB-POPULATIONS

The Scoring Subcommittee recommendations are designed to support project applications reflecting the locally adopted policies and priorities while concurrently maximizing points for the 2017 CoC consolidated application in the national competition. HUD also requires CoCs to demonstrate that all project applications are evaluated and ranked based on the degree to which they contribute to and improve the CoC’s system performance. Board action established the following priorities for the San Diego CoC:

Board Priorities for Funding Projects (adopted Oct. 2015, retained to current)

Priority to Projects serving:

- 1. Chronically homeless veterans who were discharged other than honorably*
- 2. Chronically homeless individuals (including Veterans who were honorably discharged)*
- 3. Chronically homeless youth*
- 4. Homeless youth who do not meet the definition of chronically homeless*
- 5. Homeless individuals who do not meet the definition of chronically homeless,*

6. *Chronically homeless families*
7. *Homeless families who do not meet the definition of chronically homeless*

The Board also adopted **Service Priorities** (for those who should be served in those projects: chronic households, longest term in homeless, highest need, etc.)

Board Priority – clarification of highest need (adopted July, 2016)

- 1) Further define the current services prioritization policy by adding serious mental illness and substance use disorder as specific indicators of 'highest need'.

Board Priorities for 2017 Scoring Process (adopted June 15, 2017)

- 1) Establish participation in the Coordinated Entry System (CES), unless otherwise prohibited, as part of the eligibility criteria for applying for CoC funds.
- 2) Authorize the Scoring Committee to give bonus points for: 1) new permanent supportive housing projects that include development or capital costs paid by sources other than CoC Competitive funds; 2) new conjoint projects (projects that combine Transitional Housing and Rapid Rehousing) with reallocation; 3) new PSH projects; 4) any project that self- reallocates.
- 3) Maintain the prioritization policies established in October 2015 and July 2016 in accordance with HUD policy CPD 2016-11 and subsequent updates.
- 4) Authorize the Scoring Committee to conduct the local scoring and ranking processes (receive, review, score local applications, determine allocations and rank order) to maximize the resources available through the 2017 competition in accordance with established policies. And, instruct the Scoring Committee to report the results of the local process to the Board prior to submittal of the CoC application.

RELATED REGULATION / HEARTH COMPLIANCE:

The HUD FY2017 CoC Competition Registration Notice, the HEARTH Act of 2009, the 2012 HUD Interim rules, and the annual NOFA guidelines govern the funds distributed through the national competition. In 2017, HUD mandated that first-time CoC renewals could not be reallocated².

COC BOARD RESPONSIBILITY AREA:

- Annual Regional Planning
- Approve CoC Policies
- Regular/Annual CoC Planning (includes Point-in-Time Count)
- Designate and Operate an HMIS
- Develop Coordinated Entry System

SUPPORT and REFERENCE DOCUMENTS

U.S. Department of Housing and Urban Development, Community Planning and Development, Notice of Funding Availability (NOFA) for the Fiscal Year (FY) 2017 Continuum of Care Program Competition.
<https://www.hudexchange.info/resource/5419/fy-2017-coc-program-nofa/>

² HUD CoC NOFA, as previously cited, page 11 of 65.



REGIONAL TASK FORCE ON THE HOMELESS

"OUR COMMUNITY, OUR HOMELESS, OUR ISSUES"

2017 Continuum of Care NOFA Projects List						
Maximum Application (ARD + Bonus + Planning)	Annual Renewal Demand	Preliminary Prorata Need	Tier 1	Tier 2	Bonus Funds (6 %)	Planning Grant (3%)
\$19,302,021	\$17,708,276	\$15,802,180	\$16,645,779	\$1,062,497	\$1,062,497	\$531,248
Project Rank Order, Score, and Allocation						
Project Rank Order	Applicant Name	Project Name	Project Component	Allocation	SCORE	Tally
1	Vietnam Veterans of San Diego	Escondido Veterans Apartments	PSH	216,986	195	216,986
2	Interfaith Community Services	Path to Permanence	Joint	209,668	185	426,654
3	Alpha Project	RRHIII	PH- RRH	295,240	185	721,894
4	St. Vincent de Paul Village, Inc.	St. Vincent de Paul Village 2015 Bonus Project	PSH	1,518,893	181	2,240,787
5	County of San Diego	MHS S+C 3	PSH- SRA	117,811	181	2,358,598
6	Alpha Project for the Homeless	Alpha Square	PSH	487,484	179	2,846,082
7	Alpha Project for the Homeless	Rapid Rehousing	PH - RRH	171,095	173	3,017,177
8	Crisis House	New Journey	Joint	369,654	172	3,386,831
9	County of San Diego	MHS Housing Plus II	PSH SRA	122,045	170	3,508,876
10	Volunteers of America Southwest CA	Housing First	Joint	300,757	168	3,809,633
11	Volunteers of America Southwest CA	Focus on Housing	Joint	290,438	166	4,100,071
12	The Association For Community Housing Solutions	TACHS Operations	PH - Ops	119,865	165	4,219,936
13	Alpha Project for the Homeless	Rapid Rehousing II	PH - RRH	636,779	165	4,856,715

14	South Bay Community Services	Casa de Luz	Joint	251,156	163	5,107,871
15	Mental Health Systems Inc	Next Step - PSH	PSH	147,520	162	5,255,391
16	Mental Health Systems Inc	2015 Renewal MHS-North County Safe Haven	SH	282,511	161	5,537,902
17	Interfaith Community Services, Inc.	Rental Assistance Program	PH	216,420	161	5,754,322
18	Crisis House	Journey Home	PH - RRH	433,203	158	6,187,525
19	SAN DIEGO HOUSING COMMISSION	YWCA of San Diego Rapid Re Housing Program	PH- RRH	338,046	158	6,525,571
20	St. Vincent de Paul Village, Inc.	Village Rapid Rehousing Program (individuals)	PH - RRH	653,565	156	7,179,136
21	San Diego Housing Commission	TACHS Prizm	PH - SRA	390,128	155	7,569,264
22	Interfaith Community Services, Inc.	Raymond's Refuge	PSH	89,337	153	7,658,601
23	San Diego Housing Commission	TACHS Unity Project	PSH	143,523	150	7,802,124
24	San Diego Housing Commission	SDHC Merged Grant	PSH - SRA	2,966,848	146	10,768,972
25	PATH (People Assisting the Homeless)	PATH Connections Housing	PH - Ops	671,687	142	11,440,659
26	Interfaith Community Services	HOME Now	PH - RRH	489,469	142	11,930,128
27	Community HousingWorks	El Norte Permanent Supportive Housing	PSH	58,943	142	11,989,071
28	The Salvation Army, a California Corporation	Door of Hope Rapid Rehousing Program	PH - RRH	341,377	140	12,330,448
29	County of San Diego	County S+C SRA	PH SRA	312,980	135	12,643,428
30	Community Resource Center	Rapid Re-housing Project	PH - RRH	231,417	134	12,874,845
31	St. Vincent de Paul Village, Inc.	Village Rapid Rehousing for Families	PH - RRH	700,110	134	13,574,955
32	SAN DIEGO HOUSING COMMISSION	San Diego Rapid Re Housing Program	PH-RRH	206,324	129	13,781,279
33	Catholic Charities, Diocese of San Diego	Ninth and F Street Apts.	PSH	33,053	128	13,814,332
34	St. Vincent de Paul Village, Inc.	Boulevard Apartments	PSH	46,505	127	13,860,837

35	Community HousingWorks	Las Casitas Permanent Supportive Housing	PSH	47,287	126	13,908,124
36	Home Start	Maternity Shelter Program	PSH	248,145	123	14,156,269
37	County of San Diego	MHS S+C Housing Plus IIIa	PH SRA	72,193	122	14,228,462
38	SD Housing Commission	Rapid Rehousing Program – TAY	PH - RRH	624,624	120	14,853,086
39	Catholic Charities	Rachel's Rapid Rehousing Program	PH - RRH	121,267	119	14,974,353
40	Regional Task Force on the Homeless Inc.	HMIS San Diego County Expansion	HMIS	734,003	placed	15,708,356
41	Regional Task Force on the Homeless Inc.	CoC Regional CAHP	SSO - CAHP	707,000	placed	16,415,356
42 (Straddle)	County of San Diego	County S+C TRA	PH - TRA	670,259	120	17,085,615
43	City of Oceanside	Women's Resource Center Transitional Housing	TH	145,091	118	17,230,706
44	Community HousingWorks	Pine View Permanent Supportive Housing	PSH	68,074	114	17,298,780
45	YMCA of San Diego County	Turning Point	TH	177,096	111	17,475,876
46 (expansion, no reallocation)	TACHS / HIP	Expansion	PSH	32,400	182	17,508,276
47 (new, no reallocation)	VVSD	Joint Housing	Joint	200,000	159	17,708,276
48 (Bonus)	Alpha Project	The Lofts	PSH	445,031	160	18,153,307
49 (Bonus)	San Diego Housing Commission	Moving Home	RRH	617,466	150	18,770,773
Unranked	Regional Task Force on the Homeless Inc.	2017 Planning Grant	Planning	531,248	non-ranked	19,302,021
TOTAL	Maximum Application Allowed	ARD + Bonus + Planning Grant				\$19,302,021

RTFH GOVERNANCE BOARD – ACTION/INFORMATION REPORT

TITLE OF REPORT:

Creating a Sustainability Ad Hoc Committee to engage stakeholders on ballot measures providing funding for homelessness.

ADVISORY COMMITTEE NAME:

Executive Committee

ITEM TYPE:

- Information
- Action
- Recommendation/Board Policy
- Request to Present at Board Meeting

DATE:

December 15, 2016

PRIMARY CONTACT:

Karen Brailean, Secretary

SECONDARY CONTACT:

Nancy Cannon-O'Connell

TIME SENSITIVITY:

- No
- Yes (If yes, state deadline and why it's urgent)
-

Timely implementation of the Sustainability Ad Hoc Committee insures that the RTFH is able to engage and educate the Community and stakeholders before final decisions on the ballot measure wording is made.

RECOMMENDATION:

To create a Sustainability Ad Hoc Committee to engage and educate the Community and all stakeholders on the funding and services required to end homelessness with the goal of placing the best possible measure(s) on the ballot(s) to end homelessness for all individuals and families throughout San Diego City and County.

Under no circumstances will the Sustainability Ad Hoc Committee, RTFH staff or any other person representing the RTFH engage in lobbying or other political activities inconsistent with its 501c3 tax exemption or applicable law.

No funds will be provided for this committee. If funds are required, the RTFH CEO, Executive Committee or Governance Board may allocate them.

OVERVIEW & BACKGROUND SUMMARY:

The Community Plan that the RTFH has commissioned is going to need more resources than currently available in order to end homelessness. To implement the Community Plan, we need to obtain the largest dedicated funding stream devoted to homelessness possible. Given the record level of community interest in this issue and moreover the state of crisis and ever increasing number of San Diegans experiencing homelessness, the upcoming Nov 2018 presents a unique opportunity to secure that funding stream via a ballot initiative or coordinated ballot initiatives.

This opportunity can best be driven by members of the Board, with the guidance of the CEO, due to the network of stakeholders and knowledge of homelessness that members of the board can leverage. Creating an ad hoc committee insures that most of the burden of the work will fall on the Board rather than the staff.

Legal precedence is clear that while no campaigning can be done by 501c3 entities, advocacy and lobbying is permitted as long as no more than 5 – 20% of the budget is used for this purpose. No funds will be provided

for this committee. If funds are required, the RTFH CEO, Executive Committee or Governance Board may allocate them.

The RTFH governance charter and policies provide clear guidance on the RTFH' responsibilities for funding and educating the community on homelessness as follows:

Governance Charter

The **Mission** of RTFH as stated in section 2.1 is to engage stakeholders in a community-based process that works to end homelessness for all individuals and families throughout San Diego City and County, address the underlying causes of homelessness, and to lessen the negative impact of homelessness on individuals, families and communities.

The **Purpose** of the RTFH as stated in section 4.1 is to assist in the coordination, development, and evaluation of services and housing for populations at-risk of and experiencing homelessness through planning, education and advocacy.

The **Roles and Responsibilities of the Governance Board** as stated in section 4.2.2 include:

- Build community awareness inclusive of the needs of all homeless populations found in the region.
- Authorize grant applications, raise and allocate funds, and approve sustainability plans.

The **Roles and Responsibilities of the RTFH operations staff** as stated in the Governance Charter section 4.2.6 include:

- Fundraising
- Community Outreach & Education

FISCAL IMPACT:

None

FUTURE ACTION NEEDED BY BOARD? If so, by what date?

Review the work of the Ad Hoc Sustainability Committee at regular intervals and, once the ballot measure(s) are known, determine the position the RTFH will take.

SUMMARY OF PREVIOUS COMMITTEE AND/OR BOARD ACTION RELATED TO THIS TOPIC:

On August 13, 2017 the Community Plan Ad Hoc Committee recommended that the RTFH should actively weigh-in on various regional initiatives to address homelessness, and lead the way in advocating for new revenue sources such as ballot measures, new fee structures, and other strategies, to make the Homeless Crisis Response System most effective and sustainable.

On the same day, the Governance Board discussed a possible ballot initiative for funding for homelessness. It was stated that there is need for a cohesive strategy to pass a ballot measure in the November 2018 election that will fund affordable housing with supportive services to significantly reduce homelessness in our region. We do not want a ballot measure that does not include the services required to permanently house people who are homeless. Key elements required to pass the ballot measure(s) are a clear statement of the need and the solution, which the RTFH will obtain from the Community Plan being created by Focus Strategies.

Several Board members agreed that the RTFH should take a leadership role on this ballot measure. Some cautioned that it is important to consider the other players and all of the moving parts. Specifically, it was recommended that a meeting take place with the San Diego Housing Federation that has already completed much of the background work on a ballot measure. The importance of fully understanding what can be done as a 501(c)3 was also discussed.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

The San Diego Housing Federation has already completed much of the background work on a ballot measure.

IMPACT ON KEY STAKEHOLDERS, PROJECTS, COMMUNITIES, OR SUB-POPULATIONS:

Finding a sustainable funding stream for services and housing for homeless people is imperative for effectively implementing the Community Plan and ending homelessness in our region.

CONNECTIONS TO HUD/HEARTH COMPLIANCE:

NA

COB BOARD RESPONSIBILITY CATEGORY(S):

- Annual Regional Planning
- Approve CoC Policies
- Conduct regular/annual CoC Plan (includes Point-in-Time Count)
- Designate and operate an HMIS
- Develop Coordinated Entry System
- Draft written standards for providing CoC assistance
- Emergency Solutions Grants Evaluation & Recommendations
- X Fundraise
- Manage annual CoC funding application
- Monitor CoC & Project Performance
- X Other – Educate the community on homelessness