



REGIONAL TASK FORCE ON THE HOMELESS

"OUR COMMUNITY, OUR HOMELESS, OUR ISSUES"

Governance Board Meeting

AGENDA (Regular Meeting)			
Date: November 30, 2017		Time: 3:00-5:00 p.m.	
Location: County Administration Center (1600 Pacific Highway, San Diego, CA 92101), Room 302			
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 October 19, 2017, Board Meeting Minutes	Gordon Walker, CEO, RTFH	3
	b. Financial Report: September 2017 Financial Statements	Gordon Walker, CEO, RTFH	9
	c. Approval of the Formation of an Ad Hoc Committee to the Evaluation Advisory Committee for the Purpose of Developing Domestic Violence Standards of Care	Gordon Walker, CEO, RTFH	15
	d. Approval of Check Signing Board Resolution	Gordon Walker, CEO, RTFH	19
4	Executive Officer & CEO Updates	Executive Officers & CEO	
5	Action Items		
	a. Approval of Outreach Proposal	Gordon Walker, CEO, RTFH	23
6	Informational Items		
	a. Semi Annual CEO Report	Gordon Walker, CEO, RTFH	
	b. Results of Funders Together Report: Lessons learned from 4 Cities	Andy Morris, GOOD Inc.	
	c. Legal Aid Society & Whole Person Wellness	Greg Knoll, Legal Aid Society	
	d. Hepatitis A Update	Nick Macchione, Director, County of San Diego HHSA; Mark Delin, Assistant City Manager & Nicole Piano-Jones, City Management Analyst, City of Encinitas; HUD Technical Assistance	
	e. Board Member Comments	Board Members	
Next Meeting: Thursday, January 18, 2017, 3:00-5:00 p.m., San Diego County Administration Center, 1600 Pacific Highway, Rooms 302-303.			



REGIONAL TASK FORCE ON THE HOMELESS

"OUR COMMUNITY, OUR HOMELESS, OUR ISSUES"

**Regional Task Force on the Homeless
Governance Board Regular Meeting Minutes
Thursday, October 19, 2017, 3:00-5:00 p.m.**

Read and Approved: _____
Secretary on behalf of Governance Board

The regular meeting of the Regional Task Force on the Homeless was called to order at 3:00 p.m.

The number of board members required to reach a quorum for this board is 16. A quorum was present at this meeting.

ATTENDANCE

Present:

Ray Ellis, by proxy
Karen Brailean
Sean Karafin
Ron Roberts
Chris Ward
Michael Hopkins
Adolfo Gonzales, by proxy
Ken Sauder
Simonne Ruff
Nancy Sasaki
Karen McCabe
John Ohanian
Reverend Rolland Slade
Walter Phillips
Laura Tancredi-Baese
Greg Anglea
Andre Simpson
Larissa Tabin
Deacon Jim Vargas, by proxy
Nick Macchione
Todd Henderson, by proxy
Rick Gentry, by proxy
Peter Callstrom
Rabbi Laurie Coskey
Jessica Chamberlain

Absent:

Charles Kaye
Sue Lindsay
Julio Fonseca
Joel Roberts
Jessyca Carr
Dimitrios Alexiou

1. Welcome and Introductions

- Board Chair, San Diego County Supervisor, Ron Roberts, welcomed board and community members to the regular meeting of the RTFH Governance Board.

2. Non-Agenda Public Comment

Dennis Stein, filmmaker:

- Stated he has had many screenings of Tony the Movie across the county since the beginning of October with great attendance and very good discussion afterward. He hopes he has been telling the story about what’s going on at the RTFH. There is a screening tonight directly after the board meeting and one at the Observatory, with Vice Chair Ward as the speaker. Go to Tony-themovie.com for more information.

John Kitchin, San Diego Homeless News:

- Stated he wants to thank and compliment both the Mayor and his organizations, including the San Diego Housing Commission, along with this Board for taking a stand to address some of the problems with all past approaches to deal with homelessness. The 26th and Pershing homeless tent camp is thus far a success as well as the latest round of Housing our Heroes and the expanded Dreams for Change Park in your Car and Sleep in it. However, the new toilets are basically a scam and we now have fewer showers than ever before, both a huge health threat. There’s been more harassment of sidewalk homeless than ever before since the 1930’s. Jails are being used to house homeless at a cost to tax payers of 1.5 million a day, enough to spend all 80 million dollars of our HUD money for the year in just 53 days, so we will have spent all our HUD money just on jails by December 11th of this year. Let’s continue to diversify options, have some real toilets and showers and stop jailing the homeless who have committed no crime. No plan will be effective while the city continues to tear down a thousand low cost housing units a year while replacing them with only 300 to 500 units. There’s never been successes before now so there’s nothing to compare with, but in general there is way less to correct than usual. Thank you. You are making this happen.

New Action Items	None
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3. Consent Agenda	Items Removed from Consent Agenda
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a.	Approval of September 21, 2017 Board Meeting Minutes	Removed to amend.
b.	Financial Report: August 2017 Financial Statements	

Voting:

Motion	Motion by Karen Brailean to: Approve the Consent Agenda as amended (the minutes of the September 21, 2017, RTFH Board meeting should show the San Diego Housing Commission as being recused from item 5.b. Approval of 2017 HUD CoC NOFA Application. Second by Ken Sauder.
Yay	25
Nay	0
Recused	0
New Action Items	None

4. Executive Officer & CEO Updates

Chair, San Diego County Supervisor, Ron Roberts, provided the following updates:

- The County officially approved the \$25 million Innovative Housing Trust Fund on October 10th. There will be a Notice of Funding Availability coming out within 60 days. Hopefully it will stimulate some of the developments that can be the bridge to make something happen that otherwise might not.
- The first of the counties 11 properties that have been identified to be turned into housing are moving right along. The first two, one downtown and one in Clairemont, will be ready early next year.
- He was in Atlanta recently at the headquarters of the Center for Disease Control and Prevention. The people there are giving a lot of support to San Diego and have been since day one. The analysis they do is very sophisticated. He has met with them three times so far. They have people dedicated to taking care of San Diego issues so we have prompt turnaround. This Hepatitis A virus may have originated in the Middle East and migrated here, but they are tracking it. They help us facilitate and maintain a supply of vaccine here, which is getting difficult to maintain because of demands in other areas. Their answer is simple, vaccinate.

New Action Items

None

Vice-Chair, San Diego City Councilmember, Chris Ward, provided the following updates:

- The City of San Diego opened a transitional camping area in the 20th and B operations yard. We got over 200 individuals: 40 children, 40 plus women and a number of seniors and disabled with some of the most serious chronic health issues off of downtown streets and into a pipeline where they are receiving sanitation, general care, food services, transportation to appointments and housing navigation. The program has shown tremendous success in providing care, security and a safe place for those that would otherwise be camping on the sidewalks.
- The City of San Diego recently opened a safe parking zone in conjunction with Dreams for Change, Jewish Family Services (JFS) and another church in the Golden Hill area. They expanded operations at JFS and the city offered a city owned site in the Kearny Mesa area for an additional 40 people where services can be provided on site. This is one way to get people into the system and do more in the interim between now and when the temporary bridge shelters open.
- The temporary bridge shelters are targeted to open by the end of the year and are under construction now. The transitional campground area will be closed and everyone staying there will be moved in to one of the bridge shelters and the program will be evaluated to see if it is a good temporary system to replicate. There are other sites that can be used for additional temporary facilities in response to our Hepatitis A crisis if necessary.
- Assembly Bill 932 was passed, and San Diego signed on to it as one of six cities to allow for cutting red tape to get additional temporary housing in place quickly. The Governor had a very carefully worded signing message that this is meant to be used in very limited, extraordinary circumstances. This provides a unique opportunity as we are all committed to Housing First principles but at the same time have to manage the effects of homelessness that are right in front of us every day.
- The city has sanitized over 500 city blocks with a focus on areas that are most effected, usually center city, as well as doing an aggressive spot treatment. They have asked business owners and residents to use a smart phone app to let them know if there is human excrement or other waste on the streets so that daily teams from environmental services can dispose of it properly.
- Through city funding and efforts with the Downtown Partnership and their family reunification program they have been able to reunite over 230 individuals to date both in and out of the San Diego region by getting them successfully placed with a family or close friend.
- The Rapid Housing effort is ongoing throughout the month of October. Thanks to the agencies and providers that are here for being a part of this effort. They identified over 68 units so far and know of 19

individuals (8 placed into permanent supportive housing), that have successfully moved in. There have been some really good learning discussions on client choice and housing.

Secretary, Karen Brailean, provided the following updates:

- Secretary Brailean stated she did not have updates this month.

Treasurer, Deacon Jim Vargas

Treasurer Vargas could not be at the meeting, but Bill Bolstad, who attended the meeting in his stead, stated he had no updates this month.

Gordon Walker, CEO, RTFH, provided the following updates:

- At the board meeting in September there was a discussion on advocacy and board members were asked to volunteer. Ken Sauder and Simonne Ruff expressed interest and will be working with the San Diego Housing Federation. Greg Anglea will be looking at other options for advocacy to keep those in context. His role will be more of an air traffic control cop of sorts, and he will work to coalesce support and provide guidance for the issues that will provide the most critically needed resources.
- Gordon noted the need to be careful to stay within the guidelines of what we can legally do and thanked those who volunteered be involved.

5. Informational Items

a. Introduction of RTFH Chief Operating Officer (Tamera Kohler), Gordon Walker, CEO, RTFH

Presentation	<ul style="list-style-type: none"> • Gordon introduced the new RTFH COO, Tamera Kohler, and stated that he has known her for many years. He said she comes to San Diego from Seattle, and would have been here sooner, but it took a while to woo her. He asked that Tamera say a few words. • Tamera stated the following: • She is really honored to be here and thinks San Diego is at a tipping point with the work being done around homelessness. She hopes to bring to the talented team at the Task Force experience, leadership and understanding of national best practices and how to implement those practices. Data is her background. She is very performance measure driven and hopes to bring that to the work we are doing so we can track it and be able to show that we are trending in the right direction. She believes there is incredible opportunity to align the work we are doing and is honored to be here. • Gordon stated that Tamera will be visiting with each of the service providers to look at their practices, and he hopes to be able to bring to pass some of the things we have hoped will make our data better to ensure our count numbers are correct and that we have the confidence to be able to make good decisions. • Tamera noted that she is very committed to the work she does and she brings all of her network of individuals that are working tirelessly in multiple cities and in regional efforts to help educate and inform the great work we're doing here. • Chair Roberts welcomed Tamera and stated that the data and systems are very important and he wants to see some real improvements in short order and he knows her experience will serve us well here.
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Public Comment	None
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Board Member Discussion	None
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New Action Items	None
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b. Advancing and Redefining Communities for Emergency Management (ARC) Conference, Claudia Der-Martirosian, Associate Director, Veterans Emergency Management Evaluation Center, VA	
Presentation	http://www.rtfhsd.org/wp-content/uploads/2017/11/1_VEMEC-PPT-RTFH-Board-Meeting-Oct-19-2017-FINAL.pdf
Public Comment	None
Board Member Discussion	None
New Action Items	None
c. Landlord Incentive Program, Melissa Peterman, Vice President, Homeless Housing Innovations Department, San Diego Housing Commission; Kelly Duffek, Assistant Director, Housing and Community Development Services, County of San Diego HHS	
Presentation	http://www.rtfhsd.org/wp-content/uploads/2017/11/Landlord-Incentive-Presentation-for-RTFH-101917-RFS.pdf
Public Comment	None
Board Member Discussion	None
New Action Items	None
d. Hepatitis A Update—Graham Mitchell, Assistant City Manager, City of El Cajon; Marlon King, Emergency Services Coordinator, City of Chula Vista; Sayone Thihalolipavan, Deputy Public Health Officer, County of San Diego	
Presentation	http://www.rtfhsd.org/wp-content/uploads/2017/11/RTFH-Board-Meeting-Presentation-Hepatitis-A-ALL-101917-RFS.pdf
Public Comment	None
Board Member Discussion	<ul style="list-style-type: none"> • Board members discussed strategies in place to deal with the Hepatitis A outbreak for the Point In Time Count—which is three months away—and the volunteers will have a lot of contact with the homeless. Training videos are being provided for volunteers with information about Hepatitis A. Each count site will have hand sanitizer wipes to use. Most volunteers don't have close contact during the PITC. They just need to wash their hands before putting anything in their mouth. • Chair Roberts stated that there will be further guidance provided before the PITC as well. The bulk of volunteers come from the county and need to be educated, because their support is needed. • Vice Chair Ward stated that people often get on the trolley from other parts of the county to come to the East Village where services are, so if there is any way we can find better collaboration and communication between all of our cities to coordinate our efforts it would be ideal. He really appreciates the efforts by our sister cities across the county. • This provides a unique opportunity for the RTFH to share these best practices to help other cities understand the work being done and help us connect 18 different jurisdictions in to a cohesive strategy. • Chair Roberts stated that perhaps reunification can be regionalized and navigators with one systemic approach can be used across the entire region to place people into permanent homes.
New Action Items	None

Closing Remarks	<ul style="list-style-type: none"> • Nancy Sasaki, on behalf of Funders Together to End Homelessness (FTEH), stated that FTEH made a grant to RTFH based on the organizational assessment that was completed earlier this year to staff the chief operations officer and director of development positions. She thanked Karen Brailean, Vicki Reed and Michael McConnell and everyone on the Board. • FTEH also commissioned an assessment of different communities across the country to see what they are doing to be successful in their work with the homeless, but also what might be making their success decline. They have received the results of the report and are excited about presenting them to this Board at a subsequent meeting.
New Action Items	Add report from FTEH to the November board meeting agenda.
Adjournment	
The meeting was adjourned at 4:48 p.m. The Board will reconvene on November 30, 2017, at 3:00 p.m.	

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

TITLE OF REPORT:

September 2017 Financial Statements

ADVISORY COMMITTEE NAME:

Finance Committee

ITEM TYPE:

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

DATE:

November 30, 2017

PRIMARY CONTACT:

Deacon Jim Vargas

SECONDARY CONTACT:

Tara Osier, Controller

TIME SENSITIVITY:

No X 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 September 2017 – Attachment A
- Revenues & Expenses (Consolidated) – September 2017 – Attachment B
- Revenues & Expenses (by Program / Project) – September 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.
- On September 21, 2017, the Treasurer provided the Board of directors the June 2017 and July 2017 Financial Statements as an information report.
- On October 19, 2017, the Treasurer provided the Board of directors the June 2017 and July 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

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:

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

Regional Task Force on the Homeless

Balance Sheet

As of September 30, 2017

	<u>Sep 30 ,2017</u>
ASSETS	
Current Assets	
Total Cash	478,611.64
Total Accounts Receivable	25,203.00
Total Contract Accounts Receivable	<u>94,780.13</u>
Total Current Assets	598,594.77
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	11,122.51
Prepaid Expense	2,125.00
Deposits	<u>1,821.00</u>
Total Other Assets	<u>17,156.51</u>
TOTAL ASSETS	<u>615,751.28</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Accounts Payable	106,378.43
Total Payroll Related Liabilities	33,883.91
Total Deferred Revenue	<u>5,909.41</u>
Total Other Current Liabilities	<u>39,793.32</u>
Total Current Liabilities	<u>146,171.75</u>
Total Liabilities	146,171.75
Equity	
Net Assets	
Unrestricted	390,496.31
Temporarily Restricted	<u>11,000.00</u>
Total Net Assets	401,496.31
Revenue over (under) Expenses	<u>68,083.22</u>
Total Equity	<u>469,579.53</u>
TOTAL LIABILITIES & EQUITY	<u>615,751.28</u>

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

Attachment B

September 2017

	Sep 17 Activity Mnthly	FY17-18 Activity YTD	FY17-18 Budget YTD	Budget Variance \$	Budget Variance 16.67%
Revenue					
HUD CoC Grants	238,797	605,155	2,036,921	1,431,766	29.71%
Local Government Contracts	6,168	6,916	89,514	82,598	7.73%
Other Local Contracts	7,375	14,875	20,500	5,625	72.56%
Private Donations / Foundations	58,551	60,806	53,500	-7,306	113.66%
Membership Fees	0	0	2,500	2,500	0.00%
ServicePoint Fees	5,909	17,728	70,000	52,272	25.33%
Total Revenue	316,801	705,480	2,272,935	1,567,455	31.04%
Expenses					
Total Salary	116,187	368,845	1,339,040	970,195	27.55%
Total Benefits	4,351	54,747	317,129	262,382	17.26%
Direct Costs:					
HMIS	13,578	29,324	119,857	90,533	24.47%
Other Consultants	90,128	127,598	271,500	143,902	47.00%
Software	2,865	8,682	29,854	21,172	29.08%
Equipment	1,115	1,369	7,500	6,131	18.26%
Out of Town Travel	0	3,517	18,000	14,483	19.54%
Conference Fees	0	1,125	12,000	10,875	9.38%
PITC Expenses	0	0	15,100	15,100	0.00%
Total Direct Costs	107,686	171,614	473,811	302,197	36.22%
Indirect Costs:					
Rent / Storage	4,994	15,977	59,929	43,952	26.66%
Business Insurance	648	1,971	6,675	4,704	29.53%
Taxes / Bank Fees	5	22	600	578	3.74%
Phone / Internet	2,449	7,302	31,772	24,470	22.98%
Supplies / Copier	682	2,265	11,203	8,938	20.21%
Local Mileage/Parking	1,637	4,560	16,000	11,440	28.50%
Membership/Subscription Fees	0	0	775	775	0.00%
Board Expenses	0	0	1,200	1,200	0.00%
Staff Development	20	731	1,200	469	60.95%
Audit	0	0	12,500	12,500	0.00%
IT Support	3,050	9,075	20,000	10,925	45.38%
Fundraising	0	0	0	0	0.00%
Miscellaneous	17	287	1,100	814	26.05%
Total Indirect Costs	13,503	42,190	162,955	120,765	25.89%
Total Expenses	241,727	637,396	2,292,935	1,655,539	27.80%
Revenue over (under) Expenses	75,074	68,083	-20,000	-88,083	-340.42%

Revenues & Expenses (by Program/Project)

September 2017

	Sep 17 Activity Mnthly	FY17-18 Activity YTD	FY17-18 Budget YTD	Budget Variance \$	Budget Variance 16.67%
Revenue					
HMIS Program	a 87,019	256,053	894,017	637,964	28.64%
CES Program	b 92,966	213,413	732,000	518,587	29.15%
CoC Planning	c 59,856	119,979	370,918	250,939	32.35%
PITC Project	d 12,500	37,500	170,000	132,500	22.06%
General Operations (G&A)	64,460	78,534	106,000	27,466	74.09%
Total Revenue	316,801	705,480	2,272,935	1,567,455	31.04%
Expenses					
HMIS Program	79,644	241,178	894,017	652,839	26.98%
CES Program	92,966	213,413	732,000	518,587	29.15%
CoC Planning	66,454	131,893	390,918	259,025	33.74%
PITC Project	8,370	31,322	170,000	138,678	18.42%
General Operations (G&A)	-5,706	19,589	106,000	86,411	18.48%
Total Expenses	241,727	637,396	2,292,935	1,655,539	27.80%
Net Activity					
HMIS Program	7,375	14,875	0	-14,875	
CES Program	0	0	0	0	
CoC Planning	-6,598	-11,914	-20,000	-8,086	
PITC Project	4,130	6,178	0	-6,178	
General Operations (G&A)	70,166	58,945	0	-58,945	
Revenue over (under) Expenses	75,074	68,083	-20,000	-88,083	-340.42%

- 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 the Formation of a Domestic Violence Ad Hoc Committee to the Evaluation Advisory Committee

ADVISORY COMMITTEE NAME:

Evaluation Advisory Committee

ITEM TYPE:

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

DATE:

November 6, 2017

PRIMARY CONTACT:

Susan Bower, Co-Chair

SECONDARY CONTACT:

Nancy Cannon-O'Connell, Co-Chair

TIME SENSITIVITY:
 X Yes (If yes, state deadline and why it's urgent)

No

The Evaluation Advisory Committee requests approval to form an ad hoc subcommittee on service standards related to victims of Domestic Violence (DV). Approval today will ensure the December 31, 2017, HUD deadline for CoCs to incorporate DV Standards into practice is met.

RECOMMENDATION:

Approve the formation of a DV Ad Hoc Committee under the Evaluation Advisory Committee.

OVERVIEW & BACKGROUND SUMMARY:

2017 NOFA Requirements included:

A. Compliance with Violence Against Women Act (VAWA) Rule.

The grants to be awarded under this NOFA will be the first CoC Program grants that will be required to comply with the VAWA rule as provided in 24 CFR 578.99(j)(3).

To enable full compliance with this rule, each CoC must establish an emergency transfer plan under 24 CFR 578.7(d) and **make related updates to the written standards for administering CoC program assistance** under 24 CFR 578.7(a)(9)(ii), (iii) and (v). These tasks must be completed by the time the local CPD Field Office issues the first FY 2017 grant agreement for a project in the CoC's geographic area.

FISCAL IMPACT:

Possible delays in release of federal project funds if noncompliant with VAWA regulation requirements.

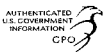
FUTURE ACTION NEEDED BY BOARD:

Approval of DV service standards.

If so, by what date?

Early 2018

<p>STAFF/AND OR COMMITTEE STATEMENT: None</p>
<p>SUMMARY OF PREVIOUS COMMITTEE AND/OR BOARD ACTION RELATED TO THIS TOPIC: In May, 2017, the Board adopted the first San Diego Community Standards for Homelessness Services. The Domestic Violence Subgroup of the Evaluation Advisory Committee will develop and present to the community additional standards unique to victims of domestic violence; after community input, these standards will be presented to the Board for integration into the San Diego Community Standards in early 2018.</p>
<p>COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS: Community participation in the development and review of the final standards adopted for homeless persons who have experienced domestic violence</p>
<p>IMPACT ON KEY STAKEHOLDERS, PROJECTS, COMMUNITIES, OR SUB-POPULATIONS: Improved coordination of services for DV victims who are homeless. Compliance with HUD regulatory requirements.</p>
<p>CONNECTIONS TO HUD/HEARTH COMPLIANCE: See attached VAWA regulation update.</p>
<p>COB BOARD RESPONSIBILITY CATEGORY(S):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Annual Regional Planning <input type="checkbox"/> Approve CoC Policies <input type="checkbox"/> Conduct regular/annual CoC Plan (includes Point-in-Time Count) <input type="checkbox"/> Designate and operate an HMIS X Develop Coordinated Entry System X Draft written standards for providing CoC assistance <input type="checkbox"/> Emergency Solutions Grants Evaluation & Recommendations <input type="checkbox"/> Fundraise <input type="checkbox"/> Manage annual CoC funding application <input type="checkbox"/> Monitor CoC & Project Performance <input type="checkbox"/> Other
<p>ATTACHMENTS OR BACK-UP INFORMATION TO REFERENCE:</p> <ul style="list-style-type: none"> • Attachment A - VAWA Regulation



DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

24 CFR Parts 5, 91, 92, 93, 200, 247, 574, 576, 578, 880, 882, 883, 884, 886, 891, 905, 960, 966, 982, and 983

[Docket No. FR–5720–F–03]

RIN 2501–AD71

Violence Against Women Reauthorization Act of 2013: Implementation in HUD Housing Programs

AGENCY: Office of the Secretary, HUD.

ACTION: Final rule.

SUMMARY: This final rule implements in HUD's regulations the requirements of the 2013 reauthorization of the Violence Against Women Act (VAWA), which applies for all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation, and which must be applied consistent with all nondiscrimination and fair housing requirements. The 2013 reauthorization (VAWA 2013) expands housing protections to HUD programs beyond HUD's public housing program and HUD's tenant-based and project-based Section 8 programs (collectively, the Section 8 programs) that were covered by the 2005 reauthorization of the Violence Against Women Act (VAWA 2005). Additionally, the 2013 law provides enhanced protections and options for victims of domestic violence, dating violence, sexual assault, and stalking. Specifically, this rule amends HUD's generally applicable regulations, HUD's regulations for the public housing and Section 8 programs that already pertain to VAWA, and the regulations of programs newly covered by VAWA 2013.

In addition to this final rule, HUD is publishing a notice titled the Notice of Occupancy Rights under the Violence Against Women Act (Notice of Occupancy Rights) that certain housing providers must give to tenants and applicants to ensure they are aware of their rights under VAWA and these implementing regulations, a model emergency transfer plan that may be used by housing providers to develop their own emergency transfer plans, a model emergency transfer request form that housing providers could provide to tenants requesting an emergency transfer under these regulations, and a new certification form for documenting incidents of domestic violence, dating violence, sexual assault, and stalking that must be used by housing providers.

This rule reflects the statutory changes made by VAWA 2013, as well

as HUD's recognition of the importance of providing housing protections and rights to victims of domestic violence, dating violence, sexual assault, and stalking. By increasing opportunities for all individuals to live in safe housing, this will reduce the risk of homelessness and further HUD's mission of utilizing housing to improve quality of life.

DATES: *Effective Date:* These regulations are effective on December 16, 2016.

Compliance Date: Compliance with the rule with respect to completing an emergency transfer plan and providing emergency transfers, and associated recordkeeping and reporting requirements, is required no later than May 15, 2017.

FOR FURTHER INFORMATION CONTACT: For information about: HUD's Public Housing program, contact Monica Shepherd, Director Public Housing Management and Occupancy Division, Office of Public and Indian Housing, Room 4204, telephone number 202–402–5687; HUD's Housing Choice Voucher program and Project-Based Voucher, contact Becky Primeaux, Director, Housing Voucher Management and Operations Division, Office of Public and Indian Housing, Room 4216, telephone number 202–402–6050; HUD's Multifamily Housing programs, contact Yvette M. Viviani, Director, Housing Assistance Policy Division, Office of Housing, Room 6138, telephone number 202–708–3000; HUD's HOME Investment Partnerships program, contact Virginia Sardone, Director, Office of Affordable Housing Programs, Office of Community Planning and Development, Room 7164, telephone number 202–708–2684; HUD's Housing Opportunities for Persons With AIDS (HOPWA) program, contact Rita Flegel, Director, Office of HIV/AIDS Housing, Office of Community Planning and Development, Room 7248, telephone number 202–402–5374; and HUD's Homeless programs, contact Norman Suchar, Director, Office of Special Needs Assistance, Office of Community Planning and Development, telephone number 202–708–4300. The address for all offices is the Department of Housing and Urban Development, 451 7th Street SW., Washington, DC 20410. The telephone numbers listed above are not toll-free numbers. Persons with hearing or speech impairments may access these numbers through TTY by calling the Federal Relay Service, toll-free, at 800–877–8339.

SUPPLEMENTARY INFORMATION:

Executive Summary

Purpose of This Regulatory Action

This rule implements the HUD housing provisions in VAWA 2013, which are found in Title VI of the statute. (See Pub. L. 113–4, 127 Stat. 54, approved March 7, 2013, at 127 Stat. 101). VAWA 2005 (Pub. L. 109–162, 119 Stat. 2959, approved January 5, 2006) applied VAWA protections to certain HUD programs by amending the authorizing statutes for HUD's public housing and section 8 programs to provide protections for victims of domestic violence, dating violence, and stalking. VAWA 2013 removes these amendments from the public housing and section 8 authorizing statutes, and in its place provides stand-alone VAWA protections that apply to these programs, as well as additional HUD programs, and also to victims of sexual assault. In addition, VAWA 2013 expands protections for victims of domestic violence, dating violence, sexual assault, and stalking by amending the definition of domestic violence to include violence committed by intimate partners of victims, and by providing that tenants cannot be denied assistance because an affiliated individual of theirs is or was a victim of domestic violence, dating violence, sexual assault, or stalking (collectively VAWA crimes). The new law also expands remedies for victims of domestic violence, dating violence, sexual assault, and stalking by requiring covered housing providers to have emergency transfer plans, and providing that if housing providers allow for bifurcation of a lease, then tenants should have a reasonable time to establish eligibility for assistance under a VAWA-covered program or to find new housing when an assisted household has to be divided as a result of the violence or abuse covered by VAWA.

VAWA 2013 provides protections for both applicants for and tenants of assistance under a VAWA-covered housing program. VAWA 2013 covers applicants, as well as tenants, in the statute's nondiscrimination and notification provisions. However, the emergency transfer and bifurcation provisions of the rule are applicable solely to tenants. The statutory provisions of VAWA that require a notice of occupancy rights, an emergency transfer plan, and allow for the possibility of bifurcation of a lease, support that it is a rental housing situation that is the focus of the VAWA protections. However, as described in this final rule, the core statutory protections of VAWA that prohibit

denial or termination of assistance or eviction solely on the basis that an individual is a victim of domestic violence, dating violence, stalking or sexual assault apply to certain housing programs subsidized by HUD even where there is no lease. HUD funds many shelters, temporary housing, short-term supported housing, and safe havens, and no person is to be denied access to such facility or required to leave such facility solely on the basis that the person is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. It is equally important to note, as was noted in HUD's proposed rule, that the core statutory protections of VAWA 2013 that apply to applicants and tenants, were applicable upon enactment of VAWA 2013. As was discussed in HUD's proposed rule and reiterated in this final rule, regulations were not necessary to mandate adherence to this nondiscrimination requirement. That is, if an individual meets all eligibility requirements and complies with all occupancy requirements, the individual cannot be denied assistance or have assistance terminated solely on the basis that the individual is a victim of domestic violence, dating violence, stalking, or sexual assault.

This rule better enables housing providers to comply with the mandates of VAWA 2013, and it reflects Federal policies that recognize that all individuals should be able to live in their homes without fear of violence. The implementation of VAWA protections in HUD programs increases opportunities for all individuals to live in safe housing and reduces the risk of homelessness for individuals who might otherwise be evicted, be denied housing assistance, or flee their homes.

Summary of the Major Provisions of This Regulatory Action

Major provisions of this rule include:

- Specifying "sexual assault" as a crime covered by VAWA in HUD-covered programs.
- Establishing a definition for "affiliated individual" based on the statutory definition and that is usable and workable for HUD-covered programs.
- Applying VAWA protections to all covered HUD programs as well as the Housing Trust Fund, which was not statutorily listed as a covered program.
- Ensuring that existing tenants, as well as new tenants, of all HUD-covered programs receive notification of their rights under VAWA and HUD's VAWA regulations.
- Establishing reasonable time periods during which a tenant who is a

victim of domestic violence, dating violence, sexual assault, or stalking may establish eligibility to remain in housing, where the tenant's household is divided due to a VAWA crime, and where the tenant was not the member of the household that previously established eligibility for assistance.

- Establishing that housing providers may, but are not required to, request certain documentation from tenants seeking emergency transfers under VAWA.
- Providing for a six-month transition period to complete an emergency transfer plan and provide emergency transfers, when requested, under the plan.
- Revising and establishing new program-specific regulations for implementing VAWA protections in a manner that is workable for each HUD-covered program.

Please refer to section II of this preamble, entitled "This Final Rule" for a more detailed discussion of all the changes made to HUD's existing regulations by this rule. In developing this rule, HUD identified outdated terminology in its regulations (for example, the use of the term "alcohol abuser" in part 982). HUD will be issuing a future rule to update and correct such terms.

Costs and Benefits

The benefits of HUD's rule include codifying in regulation the protections that VAWA 2013 provides applicants to and tenants of HUD programs covered by VAWA; strengthening the rights of victims of domestic violence, dating violence, sexual assault, or stalking in HUD-covered programs, including notification and confidentiality rights; and possibly minimizing the loss of housing by such victims through the bifurcation of lease provision and emergency transfer provisions. With respect to rental housing, VAWA was enacted to bring housing stability to victims of domestic violence, dating violence, sexual assault or stalking. It was determined that legislation was needed to require protections for such victims because housing providers often responded to VAWA crimes occurring in one of their rental units or on their property by evicting the tenant regardless of whether the tenant was a victim of domestic violence, dating violence, sexual assault, or stalking, and refusing to rent to such victims on the basis that violence would erupt in the victim's unit or on a housing provider's property if the individual was accepted as a tenant. To ensure that housing providers administering HUD assistance did not respond to domestic violence,

dating violence, or stalking by denying or terminating assistance, VAWA 2005 brought HUD's public housing and Section 8 programs under the statute's purview, and VAWA 2013 covered the overwhelming majority of HUD programs providing rental assistance.

The costs of the regulations are primarily paperwork costs. These are the costs of providing notice to applicants and tenants of their occupancy rights under VAWA, the preparation of an emergency transfer plan, and documenting an incident or incidents of domestic violence, dating violence, sexual assault, and stalking. The costs, however, are minimized by the fact that VAWA 2013 requires HUD to prepare the notice of occupancy rights to be distributed to applicants and tenants; to prepare the certification form that serves as a means of documenting the incident or incidents of domestic violence, dating violence, sexual assault, and stalking; and to prepare a model emergency transfer plan that guides the entities and individuals administering the rental assistance provided by HUD in developing their own plans. In addition, costs to covered housing providers will be minimized because HUD will translate the notice of occupancy rights and certification form into the most popularly spoken languages in the United States, and HUD has prepared a model transfer request form that housing providers and tenants requesting emergency transfer may use. There may also be costs with respect to a tenant claiming the protections of VAWA and a covered housing provider responding to such incident, although these costs will vary depending on the incidence of claims in a given year and the nature and complexity of the situation.

I. Background

On March 7, 2013, President Obama signed into law VAWA 2013 (Pub. L. 113-4, 127 Stat. 54). VAWA 2013 reauthorizes and amends VAWA 1994 (Title IV, sec. 40001-40703 of Pub. L. 103-322), which was previously reauthorized by VAWA 2000 (Pub. L. 106-386) and VAWA 2005 (Pub. L. 109-162, approved January 5, 2006, with technical corrections made by Pub. L. 109-271, approved August 12, 2006).

The VAWA 2005 reauthorization brought HUD's public housing program and HUD's Section 8 programs under coverage of VAWA by amending the authorizing statutes for those programs, sections 6 and 8 of the United States Housing Act of 1937 (the 1937 Act) (42 U.S.C. 1437 *et seq.*). VAWA 2005 established that being a victim of domestic violence, dating violence, or

RTFH GOVERNANCE BOARD – ACTION/INFORMATION REPORT		
TITLE OF REPORT: Approval of Check Signing Board Resolution		
ADVISORY COMMITTEE NAME: Finance Committee		ITEM TYPE: <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action <input type="checkbox"/> Recommendation/Board Policy <input type="checkbox"/> Request to Present at Board Meeting
DATE: November 30, 2017	PRIMARY CONTACT: Deacon Jim Vargas	SECONDARY CONTACT: Tara Osier, Controller
TIME SENSITIVITY: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (If yes, state deadline and why it's urgent) Timely adoption of the recommended Board Resolution is necessary to designate check signing authority to the new Regional Task Force on the Homeless (RTFH) Chief Operating Officer (COO), Tamera Kohler.		
RECOMMENDATION: Approve and adopt Resolution 2017-11-30-A (Attachment A) to designate check signing authority to the new RTFH COO, Tamera Kohler.		
OVERVIEW & BACKGROUND SUMMARY: On October 16, 2017, Tamera Kohler began employment at the RTFH as the COO. Legal Counsel for the RTFH has historically recommended the Board approve resolutions for check signing authority. <ul style="list-style-type: none"> • The Board Resolution to designate check signing authority is consistent with best practices and financial institution requirements for corporate entities for the Board to authorize signers on RTFH's bank accounts. The proposed resolution is also consistent with the RTFH's procurement and fiscal policies. Approval of this recommendation ensures proper financial authorization and uninterrupted organizational operations.		
FISCAL IMPACT: None.		
FUTURE ACTION NEEDED BY BOARD? If so, by what date? N/A		

STAFF/AND OR COMMITTEE STATEMENT:

- Resolution 2017-11-30-A was modeled after previous versions recommended and prepared by RTFH legal counsel, Procopio.

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

- On July 20, 2017, the Board approved Board Resolution No. 2017-07-20-A for Check Signing Authority.
- On March 16, 2017, the Board approved Board Resolution No. 2017-03-16-A for Check Signing Authority.
- On January 19, 2017, the Board approved Board Resolution No. 2017-30-19-B for Check Signing Authority.

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 – Infrastructure Organization Financial Authority

ATTACHMENTS OR BACK-UP INFORMATION TO REFERENCE :

- Attachment A - Board Resolution No. 2017-11-30-A – Check Signing Authority

RESOLUTION NO. 2017-11-30-A

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
REGIONAL TASK FORCE ON THE HOMELESS, INC. TO
DESIGNATE CHECK SIGNING AUTHORITY**

WHEREAS, at its November 30, 2017 meeting, the Board of Directors (“Board”) of the Regional Task Force on the Homeless, Inc. (“RTFH”) authorized the individuals holding the following governance and management positions to sign checks and other duly-authorized documents consistent with the operating contracts and agreements approved by the Board, or otherwise consistent with Board policy:

Board Chair, currently Ron Roberts

Board Vice-Chair, currently Chris Ward

Board Treasurer, currently Deacon Jim Vargas

Board Secretary, currently Karen Brailean

CEO, currently Gordon Walker

COO, currently Tamera Kohler

Coordinated Entry System (CES) Coordinator, currently Chris Shilling

NOW, THEREFORE, this Board of the RTFH does hereby find and resolve as follows:

1. The individuals in the positions identified above are hereby granted authority to sign checks and other duly-authorized documents on behalf of the RTFH consistent with the operating contracts and agreements approved and authorized by the Board, or otherwise consistent with Board policy.
2. Two authorized signatures are required for all checks exceeding \$10,000, and at least one of the signers must be a Board member.
3. Authorized individuals may not sign checks made out to themselves.

[END OF RESOLUTION]

SECRETARY’S CERTIFICATE

I, Karen Brailean, Secretary of the Board of Directors of the Regional Task Force on the Homeless, Inc., a California nonprofit public benefit corporation, County of San Diego, California, hereby certify as follows:

The attached is a full, true, and correct copy of a resolution duly adopted at a regular meeting of the Board of Directors of the Regional Task Force on the Homeless, Inc., which was duly and regularly held on the 30th day of November, 2017, at which meeting all of the members of the Board of Directors had due notice and at which a quorum thereof was present; and at such meeting such resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

WITNESS my hand this 30th day of November, 2017.

Secretary of the Board of Directors of the
Regional Task Force on the Homeless, Inc.

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

TITLE OF REPORT:

Approval of Outreach Proposal

ADVISORY COMMITTEE NAME:

Regional Task Force on the Homeless

ITEM TYPE:

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

DATE:

November 30, 2017

PRIMARY CONTACT:

Gordon Walker

SECONDARY CONTACT:

Tamera Kohler

TIME SENSITIVITY:

No

X Yes (If yes, state deadline and why it's urgent)

The Regional Task Force on the Homeless (RTFH) believes it is critical to move toward a client-centric, systemic approach to outreach as recommended in the Community Plan Framework. Board approval today will allow for this critical effort to begin in a timely manner.

RECOMMENDATION:

Approve the proposal for the RTFH to contract with the San Diego Housing Commission (SDHC) to hire four (4) outreach employees to provide a model for client-centric, systemic outreach.

OVERVIEW & BACKGROUND SUMMARY:

The RTFH anticipates a contract with the San Diego Housing Commission to hire and train four (4) staff members focused on client-centric outreach with the purpose of establishing a model for a client-centric, systemic approach to outreach.

FISCAL IMPACT:

We anticipate that the contract will cover all direct expenses.

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

N/A

STAFF/AND OR COMMITTEE STATEMENT:

This is a model to begin moving San Diego outreach efforts toward a client-centric, systemic approach as recommended in the Community Plan Framework as follows:

B. System Access: Outreach, Coordinated Entry, Diversion

In the system to effectively end homelessness, there must be a consistent, streamlined and efficient region-wide process and policy governing how people experiencing homelessness access the resources they need to regain housing. This includes community-wide intensive outreach and engagement with people who are unsheltered that is designed to rapidly and efficiently speed their movement into housing. At the same time, we must identify those who are not literally homeless, but experiencing unstable housing, and divert or re-direct them to other systems and resources. The Coordinated Entry System is beginning to fulfill this role, but more work needs to be done to bring coordinated entry up to scale and integrate it with both street outreach and system diversion work.

What Is in Place:

- Street Outreach: The San Diego Housing Commission (SDHC) will be investing in a new outreach pilot in July 2017 through the next phase of HOUSING FIRST – SAN DIEGO, SDHC's homelessness action plan. The SDHC funds will support the RTFH to begin developing a coordinated regional homeless outreach plan. These efforts reflect a growing understanding of the critical role that outreach can play in engaging chronically homeless people and setting them on a pathway to housing.

What Is Needed:

The RTFH has already identified a number of needed improvements that will help streamline and improve coordinated entry. The recently completed organizational assessment by OrgCode makes some additional specific recommendations that will help achieve this objective. Critical needed shifts include:

- Re-structuring the region’s outreach activities to be more housing-focused, so that outreach team contacts with unsheltered people are oriented toward finding housing solutions, not just offering services, and outreach contacts are entered into HMIS;
- Training outreach workers and housing navigators in housing problem-solving/diversion;
- Integrating outreach, diversion/housing problem-solving and housing navigation into a single Coordinated Entry function to simplify the Coordinated Entry work flow and ensure that each person who touches Coordinated Entry has a pathway to securing housing that is more than being placed on a waiting list;
- Refining the prioritization policy and developing an active, “by name” list of high-priority unsheltered, chronically homeless persons who are currently living outside and have been engaged about a housing solution; and
- Re-working eligibility criteria and processes for both rapid rehousing and permanent supportive housing so that those prioritized by Coordinated Entry have priority access to these housing resources (see section on Housing Interventions).

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

N/A

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

N/A

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

Approval of this action helps the RTFH to further realize collective impact by implementing the recommendations in the Community Plan Framework for street outreach leading to a common agenda, shared measurement, continuous communication, and mutually reinforcing activities among all participants. Additionally, studies done on the subject indicate that a client-centric, systemic approach to outreach is critical to ending homelessness.

CONNECTIONS TO HUD/HEARTH COMPLIANCE:

The RTFH received a letter from HUD and the White House Interagency Council on Homelessness that stated the San Diego Region needs to improve outreach efforts. Additionally, HUD Technical Assistance indicated better outreach is required in the San Diego region, and studies done on the topic indicate that a client-centric, systemic approach to outreach is critical to ending homelessness.

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

ATTACHMENTS OR BACK-UP INFORMATION TO REFERENCE:

N/A