

SOUTH BAY COALITION FOR THE HOMELESS

General Membership Meeting Minutes

Wednesday, August 13, 2014, 10:00 am -12:00 pm

LAPD Harbor Community Police Station

2175 John S. Gibson Blvd., San Pedro

Attendees: *Laura Petry (LAHSA), Mark Silverbush (SPCH), Carrie Bach (LACoDPH), Freddie Black (1736), Bill Roberson (SP United Methodist), Sue Castillo (Central San Pedro Neighborhood Council), Ryan Bell (PATH), Mirna Marroquin (DPSS), Karen Ceaser (Central San Pedro Neighborhood Council, SP-DMH), Nicole Wells (CD15 Office), Gerardo Magallanes (1736), Dora Quach (CPAF), Miriam Rounds (St Andrews Church), Ana Reoyo (DPSS), Yolanda Polony (DPSS), Mary Bartel (Project NEEDS), Paul Stansbury (NAMI South Bay), Hope Ricks (Divinity Prophet), Elizabeth Eastlund (Rainbow Services), Zhen McCullam (DMH), Jimmy Simpson (Toberman), Cliff Gardner (1736), Grace Weltman (Communities in Motion), Nancy Wilcox (St Peter's By The Sea Church).*

1. Welcome and Introductions. Mark Silverbush opened the meeting at 10:10 am with a recap of our Mission focus, followed by a round of attendee introductions.
2. Minutes Review & Approval. The July General Meeting minutes were approved without changes.
3. Featured Speaker: Homeless Count 2015 (HC15). Laura Petry, Homeless Count Manager, Los Angeles Homeless Services Authority (LAHSA), provided the following report on HC15:
 - The US Dept. of Housing and Urban Development (HUD) mandates that a homeless count be conducted every two years.
 - The Los Angeles Continuum of Care's HC15 will be comprised of a street census, shelter count, youth count, and demographic survey.
 - In SPA 8, the demographic surveys are currently being planned for November and December, with the other components scheduled for the last week of January (28th for street and shelter count).
 - For the Youth count, the methodology for enumerating "TAY" (Transitional Age Youth) and "Unaccompanied Minors" is specialized because of this group's lifestyle. A new survey specifically for TAY will be used in HC15. It can be difficult to tell if a young person is homeless or not. Laura recommends engaging youth service providers to assist with this task to take advantage of their expertise with this age group.
 - The demographic survey will collect detailed information allowing analysts to extrapolate a more refined understanding of homelessness from the street census (the street census just records the number of people seen but not the characteristics about them). Survey questions cover age, ethnicity, history of homelessness, physical and behavioral conditions, substance usage, Veteran status, domestic violence, etc. LAHSA will advise communities in the fall if they will be responsible for completing this component rather than it conducting this effort. About 4,000 surveys need to be completed throughout the

county. Mark commented it can be tricky for community volunteers to work this task while ensuring consistency throughout the county.

- LASHA is hiring one full-time temporary person per Service Planning Area (SPA) to plan and oversee HC15 in that region. This person will be identified by mid-September.
- “Opt-In” program: Cities and communities can “opt-in” and be responsible for completing all the census tracts for their area. This will allow them to have detailed statistics broken out for their city of what homelessness looked like the night of the Count. During the last homeless count in 2013 (HC13), SPA 8 had 18 of its 27 communities opt-in.
- LAHSA will set up a “pre-registration” page to start recruiting volunteers. NationBuilder will be used.
- A survey was conducted in Spring 2013 to elicit feedback on HC13. LAHSA staff will be reviewing this for recommended changes to HC15.
- A question was asked about coupling the demographic survey with the VI-SPDAT (i.e., the assessment tool used for Coordinated Entry System). While there is overlap between the two, they are not interchangeable.
- Mark stressed the importance of the Homeless Count. These are the official stats for LA’s Continuum of Care. It affects LAHSA’s and the County’s planning, the identification of gaps, as well as high concentration areas so increased allocation of funding is designated for those areas.
- SBCH Involvement with HC15. Mark and Nancy Wilcox suggested a few strategies for how the Coalition could be involved in HC15: First, encourage a wide and active participation for Opt-In cities. For those cities that do not do this, we might take responsibility for a few of them based on achieving a large geographic SPA coverage, or perhaps based on those sub-regions where there are many living in homelessness. This will be revisited at subsequent General meetings.

4. Retreat Report Back.

- Mark gave a summary of the May 2014 Retreat held three weeks ago. Our first Retreat in May 2013 focused on reexamining our Coalition’s mission and where we would concentrate our efforts, which were primarily in developing its membership, resource guides, and coordination efforts. The 2014 Retreat defined the next set of near-term priorities and identify more participation opportunities.

It was suggested we consider changing our name to be more action oriented: “South Bay Coalition to End Homelessness.” We will also revisit the day/time when we hold our General Meetings to determine if a change would accommodate more people’s schedule.

At the Retreat, we had three parallel breakout sessions corresponding to our Mission Statement components (please see the attached handout notes for more details).

- “Coordination” Breakout. Carrie Bach and Sue Castillo reported back on this from the notes provided by Emma Ogleby-Oliver. She created a chart highlighting a

comprehensive set of Objectives, Outcomes, and Activities the breakout group developed including governance structure; financial security; website; homeless registry; outreach plan; homeless registry creation; membership growth; and connection to health and housing services.

- “Education/Communication” Breakout. Nancy gave a report from notes Misty Jesse generated that identified the development of our website; marketing to promote SBCH; name and logo change; and completing the resource guides.
- “Advocacy” Breakout. Paul Stansbury held the initial meeting for the newly formed committee. His report covered both the Retreat discussions as well as this first meeting. Topics identified included the areas targeted for advocacy; the creation of a database containing elected officials, key organizational contacts, media contacts containing procedures, deadlines for submitting articles to various news outlets; and the development of materials that can be used when meeting with groups or public officials.
- SBCH has free conference call capabilities; see Mark or Nancy for details.
- Five committees were formed, each tasked with looking into those areas the attendees felt were the most critical to address: Advocacy, Website, Governance, Membership, and Publicity. Meeting information will be sent with the weekly Announcements emails. Contact Nancy for more information.

5. Co-Chair’s Report.

- Nancy attended the National Alliance to End Homelessness (NAEH) Conference held in DC last month. Attendees get a different perspective as to how our area compares/contrasts to others, as well as solutions, best practices, priorities for upcoming HUD funding. She recommends everyone attend if the opportunity presents itself. The next NAEH conference in February focusing on Family and Youth Homelessness will be held in San Diego.
- She also attended United Way’s “Veterans Summit” where First Lady Michelle Obama spoke. Los Angeles Mayor Eric Garcetti had just signed onto the Mayor’s Challenge to End Veteran Homelessness by 2016. His speech focused on both providing housing as well as job creation.
- The City of LA is considering creating a new “Homeless Coordinator/Czar” whose focus will be on coordinating services with the city.

6. Member Agency Announcements.

- Sue Castillo: “Pop-Up Event” at Gaffey and 9th, Regional Library near Harbor Interfaith Services. Sue suggests SBCH has a presence at this recurring event. Mark asked for information sheet.
- Karen Ceaser: San Pedro DMH is holding a “DMH Work Fair” on October 21st for ex-offenders to help them get jobs. If anyone knows of an employer that would be willing to hire them, please let her know. She will provide a flyer by next month’s meeting. Maria Salas is the contact at DMH for this event. Businesses get up to a \$9,000 tax credit plus a financial bond as incentive to hire them.

Nancy suggested she get in contact with Peggy Edwards who heads the Prisoner Re-Alignment (LARRP) program.

- Paul Stansbury: Announced the “NAMI Walks Los Angeles” that will be held on Saturday, October 11 at Grand Park in downtown Los Angeles.
- Cliff Gardner of 1736 Family Crisis Center: They provide rental assistance for veterans who are literally homeless and at-risk of homelessness through VA’s Supportive Services for Veteran Families (SSVF) program.
- Grace Weltman: Homeless TAY & Foster Care Youth in South LA/SPA 6. Many agencies serving TAY are coming from the north end of SPA 8 so she encouraged our participation in this organization.

“Housing Institute” event is being held on 9/25/14, 9 am – 12 pm: Flyer will be coming. Corporation for Supportive Housing has plans to expand housing for TAY.

- Ryan Bell of PATH (People Assisting The Homeless): 30 Year Gala will be held on October 12th.
- Dora Quach of CPAF (Center for Pacific Asian Families): Old cell phones are being collected by Verizon who will then donate \$5 to CPAF for each one. Donation box will be at our meetings through the end of this year.

The meeting adjourned at 12:08 pm.

Respectfully submitted by Carrie Bach.

Workgroup Members:

Shari Weaver, Sue Castillo, Connie McOsker, Irma Valdez, Carrie Bach, & Emma Ogley-Oliver

Objective	Outcome	Activities
Identify service gatekeepers	Provide housing quickly and efficiently	Use intranet (SBCH) to share contact information
Enhance governance structure	Efficient meetings	Sign-up to be added to agenda
	Revolving leadership	Develop election protocol
	Efficient delegation of tasks	Create organizational tree (coalition chairs, workgroup chairs, members)
Develop financial security (fundraising)	Create a funded position to allow more people to engage in the SBCH	Identify grants, develop relationships with funding agencies, write drafts for grants, submit grants
Create effective web presence	Assign tasks among existing members	Members sign-up to work on tasks via user-friendly content mgmt system
	Orient new members to SBCH	Publicize organizational tree (coalition chairs, workgroup chairs, members)
	Communicate community events	Members post community events to the calendar
	Attract new members	Create orientation package for new members (ask about new member interests, acronyms,....)
Create homeless registry	ID needs of people experiencing non-chronic homelessness	Volunteers build relationships with homeless individuals via the VI-SPDAT
Create outreach plan	ID needs of people experiencing chronic homelessness	Volunteers build relationships with homeless individuals via the VI-SPDAT
	Build network of churches addressing homelessness	Develop relationship with Cottonwood Church
	Maintain relationship with the Ad Hoc Committee on Homelessness (CSPNC)	Maintain relationships with people experiencing non-chronic homelessness via a registry (inspired by K. Morrison)
Volunteer Maintenance	CES & Registry data collection	Training for CES and Registry Health shots for data collection
Identify member strengths	Build coalition capacity	Create membership profiles
Connect health services	Provide housing quickly and efficiently	Develop community health clinic agreements (provide shots etc.)
Build membership	Create comprehensive network to build resources	Contact landlords, business owners,

SBCH-Planning Meeting Hi-lights

Education Component:

1. Key focus-Website Development

- Move the current website to a user-friendly architecture
- Website to be hosted and maintained in-house (Nancy/Sue/Johan)
- Have a content contributor manager to get items to the webmaster on a monthly basis. (Misty)

2. Marketing

- Identify our events, i.e. Community gatherings, Street Fairs, etc.
- Develop promotional materials, i.e. Resource Guides, Food Banks, etc.
- Identify distribution locations for promotional materials
- Have a mobile booth to take to Community Events

3. Name and Logo Change

4. Resource Materials

- Complete Pocket Resource Guides:
 1. Harbor Area-Misty and Maureen-Complete
 2. LAX/North-Mary Agnes-TD
 3. Beach Cities-Nancy – Emma/Marymount
- Food Bank
- One Page Information Sheets-Emma/Marymount

Report on Advocacy Committee Meeting
South Bay Coalition for the Homeless
Wednesday, August 6, 2014

Attendees: Reverend Greg Brown St.-Cross Episcopal Church, Zhenia McCollum, Housing Navigator SA 8 LA County Dept. of Mental Health, Karen Caesar San Pedro, June Eicker, Beach Cities League of Women Voters –South Bay, Maria Salas –San Pedro Mental Health Center, Grace Wellman- Communities in Motion, Paul Stansbury- NAMI South Bay, and Nancy Wilcox – Co-Chair of SBCH. – Persons who could not attend who expressed interest Bill Roberson- San Pedro Neighborhood Council, David Howden-Corporation for Supportive Housing,

The committee reviewed the purpose as discussed at the retreat:

“The goal of the Advocacy Committee is to know who the allies are and work to build the coalition.” There was general agreement on the need and importance of advocating with elected officials, organizations whose purpose was similar or helpful to the goals of the coalition, with the community at large to generate support and with the media to promote the goals of the coalition and to brand the coalition as the organization to provide understanding on homelessness and organization whose work would be effective in ending homelessness. As indicated in the notes from the retreat this goal may overlap with other committees and needs to be discussed further to clarify and minimize overlap with other committees.

A tentative regular meeting date would normally occur at 2 PM on the first Wednesday of the month but persons who were not able to attend the first meeting would need to be contacted. It was agreed more frequent meetings or at least contact among the members to accomplish the goals of the committee would probably be needed in the beginning. Also, more meetings or communications will be needed during periods of the year when advocacy is needed for legislation, governmental or organizational meetings, or in other decision-making processes. Email, conference calls, other meeting software such as Go To Meeting may be used to make the best use of committee member’s time. The meeting was held at Polly’s Pies but another location will need to be found.

From the retreat and as reflected in the retreat notes, were to identify and create database of stakeholders, educate stakeholders and the community, have symposium to educate local leaders and the public, have advocacy training, and work to have winter shelters in the South Bay area of SA 8. The committee discussed these objectives identified at the retreat and started to articulate them more fully and specifically.

The database would be of elected officials, key organizations contacts, media contact and other parties that need to be educated about the South Bay Coalition for the Homeless, and the committee would work with the Coalition to assess the position on issues and programs of these groups on issues of homelessness and others related to the Coalition. Also there was discussion about determining what cities have what kind and quantity of housing for homeless but the committee realize this may overlap with other committee’s work. The committee discussed educating the local leaders and public about the issues surrounding homelessness, the work of the coalition and educating Coalition members and

supporters on how to advocate with elected officials and organizations in a training day. June Eicker of the Beach Cities League of Women Voters indicating there was a good chance the League would have a symposium or workshop on homeless and the committee thought it would be a very good opportunity to educate the public and local leaders on homeless issues. A critical and important objective was to advocate for a winter shelter in SPA 8. To address these objectives including the winter shelter the committee thought that position papers or a briefing paper needed to be developed so that all members of the committee and the coalition could speak about these topics knowledgeably and consistently to advance accomplishment of this objective.

The committee did review materials, contact information and ways to obtain this information to create the database. It was agreed to meet periodically at least once a month and have contact by email or conference calls to finalize purpose, and set more specific objectives and timelines. The next meeting was set for 2 PM Sept 3 subject to agreement of present members and members who couldn't attend the first meeting.