



MINUTES OF THE REGULAR MEETING OF THE EXECUTIVE BOARD OF THE BAKERSFIELD-KERN REGIONAL HOMELESS COLLABORATIVE, LOCATED AT 601 24<sup>th</sup> STREET, BAKERSFIELD, CA, HELD ON AUGUST 3, 2020, AT 2:00 P.M. MEETING ATTENDANCE ALSO AVAILABLE BY ZOOM AT THIS LINK AND NUMBER BELOW.

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**Meeting ID: 851 5700 2151**

**One tap mobile: +16699009128,,85157002151# US (San Jose)**

**Present:** R. Alsop, L. Gill, J. Wheeler, C. Beecroft, S. Pelz, R. Judd, C. Clegg, and J Kitchen; **Absent:** C. Baldovinos

**Guest:** A. Laven, D. Johnson, R. Ramos, B. Walker, N. Carter, J. Salters, J. Stuart, A. Ruiz, O. Malik, A. Valdez

Welcome by S. Pelz

**1. Adoption of Agenda**

A motion was made to approve the Agenda by L. Gill and seconded by J. Kitchen. It was carried by R. Alsop, J. Wheeler, C. Beecroft, S. Pelz, R. Judd, and C. Clegg; **Absent:** C. Baldovinos; **Abstentions:** None; **Opposed:** None

**2. Public Comments**

None

**3. Reports from Board Members or Officers of The Board**

J. Kitchen reports that things are going well at BLNC, medical wing is coming on nicely, working on outdoor patio space, took pictures and will share with group. S Pelz thanked her for the update.

**4. Approval of the Minutes of the Regular Meeting of July 13, 2020**

A motion was made to approve the Agenda by R. Alsop and seconded by J. Wheeler. It was carried by L. Gill, C. Beecroft, S. Pelz, R. Judd, C. Clegg, and J. Kitchen; **Absent:** C. Baldovinos; **Abstentions:** None; **Opposed:** None

**5. Report from the Executive Director of BKRHC**

A. Laven reported that recent deadlines met include 2018 CoC Planning Grant successfully zeroed out and submitted and invited by Kaiser to submit a grant application to support the isolation of high risk individuals for COVID (thanked D. Johnson and R. Ramos for their help).

Conditional Use Permit pre-meeting with local businesses tomorrow (8/4/2020).

D. Johnson and A. Laven will be providing systems performance presentation with City Council on 8/12/2020. Per City Council, systems performance presentation will be postponed to 9/9/2020.

No questions from the board.



This completes the Executive Director Report.

## **6. Report from the Governing Board Chair**

Governing Board chair D. Johnson apologized to A. Laven for outdated update and Deb resent info. The last Governing Board meeting was held on 7/29/2020 with the next meeting happening on 8/26/20 via Zoom and in person. Planning and Performance will be finalizing ranking packets this month. PIT Count Committee meeting will be held on 8/10/2020 with the committee needing to discuss what will happen if the PIT count cannot happen because of COVID.

Moving forward, D. Johnson will keep working with A. Laven to present quarterly information to Board of Supervisors and City Council as well as continuing to work with R. Ramos on updating website with meeting materials to maintain Brown Act compliance.

## **7. Approval of Marketing Communication Proposal**

A. Laven presented the marketing communication proposal documents sent to the Executive board members prior to the meeting and thanked J. Salters for joining the meeting.

The Execution Timeline of the Strategic Communications Consulting document, various tactics for communication (presentations, blogs, newsletter), and additional one-off tasks (PSAs) were reviewed.

J. Salters thanked the Board for the opportunity to present and explained the breakdown of owned and shared media experiences, building out and communicating to stakeholders, and looking for positive media opportunities. J. Salters also discussed at risk household data and creative ways for data accessibility. J. Salters also discussed market research survey focused specifically on homelessness and the value that can be derived from this data. A. Laven thanked J. Salters for the information.

A. Laven's recommendation is to approve the teal portions of the execution timeline.

J. Wheeler inquired about the vision for the blog and monthly newsletter along with how these items would be paid for. It was explained by J. Salters and A. Laven that the purpose was to educate and demystify the public on homeless topics. J. Salters, A. Laven, and collaborative members would work together to approve content for the blog/monthly newsletter. It was further explained that funding would be from the Board-approved \$35,000 and that the ESG COVID funds could be utilized also.

J. Kitchen was not comfortable on voting on it today until there was clearer funding on additional marketing tasks with thanks from A. Laven.

C. Clegg and J. Wheeler both commented on collaborative messaging and not duplicating messaging among the individual organizations.

L. Gill said, "be mindful of the budget of the entity and the percentage of the budget. He would like to take time to have a full understanding of how we are taking on that investment."



S. Pelz recommended use of the term “community education”.

A motion was made to approve by J. Wheeler and seconded by L. Gill. It was carried by R. Alsop, C. Beecroft, S. Pelz, R. Judd, C. Clegg, and J. Kitchen; Absent: C. Baldovinos; Abstentions: None; Opposed: None

#### **8. Report on COVID Response, Funding and Needs**

A. Laven reported on how to address the COVID response priorities: COVID(+)/exposed/symptomatic individuals (1<sup>st</sup> priority) and isolation of high-risk individuals (2<sup>nd</sup> priority).

The Temporary Isolation Units (TIUs) have had instances where the trailers have been at full capacity, so an overflow option at a potential motel site has been researched.

A separate motel site project which includes application for a conditional use permit (CUP) has taken place. A. Laven thanked J. Kitchen, A. Valdez, and the City for helping with the CUP process.

The COVID dollars are now encumbered and any additional funding would be sought through the CARES act that Board of Supervisors set aside for COVID. A Kaiser Permanente grant would help with some funding and additional funding sources are being explored.

On 7/30/2020, the first report on HHAP COVID funds (HCFC report) was submitted. A. Laven thanked N. Carter and A. Ruiz for their collaboration. In addition, A. Ruiz, N. Carter, and A. Laven were able to get access to HUD seminars and are implementing framework for what is the best use of funding dollars using the Rehousing and Coordinated Investment Planning (RCIP) tool.

Open to comments and feedback – none.

#### **9. Approval of Temporary Isolation Overflow Strategy and Master Lease Agreement with Motel**

A. Laven reports that TIUs were originally focused on individual use rather than family use with recent surge resulting in full TIU capacity. There is agreement that additional space is needed to successfully place clients. 10% of referrals are not able to access trailers because they are not ADA compliant. Works is being done to include families that would need to use TIUs.

A potential motel site was reviewed by N. Garrett of Kern Medical and A. Laven. A proposal was indicated for the BKRHC to take on the master lease with A. Laven researching insurance options. If Board approves, BKRHC would be lease holder, Kern Medical would be sub-lender. If Board approves, the proposal would go to the Board of Supervisors for further consideration and funds from the \$2 million for COVID-related activities would be sought. A. Laven also reported a room capacity change from 17 to 14 rooms.

There was discussion on ensuring that all conditions should be reviewed in order to satisfy moving the proposal along. Conditions include security, client discharging, insurance, liability, and funding from the County.



A. Laven referred to the project cost breakdown with Board members discussing the TIU 2.0 project's use to meet surge capacity.

S. Pelz mentioned that the project should be contingent on getting insurance and contingent of approval on funding from the county and asked A. Laven if these contingencies are correct to which she agreed.

S. Pelz recommended researching the contingencies and scheduling a special board meeting to consider these items.

#### **10. Financial Update**

A. Laven thanked O. Malik for gathering info for the financial update. The financial breakdown is by spent item. PPE procurement was intended for PIT and community engagement activities.

An inquiry by R. Judd was made regarding what Salters Associates is and A. Laven replied that is J. Salters company.

S. Pelz asked if there were any other questions with no replies.

#### **11. Approval of Executive Director as signer on BKRHC Bank Account with authorization to sign checks**

S. Pelz mentioned check signing authorization was brought to the Board a couple of months ago and asked if there were any questions. There were no questions.

A motion was made to approve the resolution by J. Wheeler and seconded by C. Beecroft. It was carried by R. Alsop, L. Gill, S. Pelz, R. Judd, C. Clegg, and J. Kitchen; Absent: C. Baldovinos; Abstentions: None; Opposed: None

#### **12. Closed Session: Performance Evaluation of Executive Director pursuant to Government Code section 54957**

S. Pelz asked that anyone who is not part of the Executive Board to log off the meeting for closed session. No action was taken.

#### **13. Adjournment**

A motion to adjourn the meeting was made by .

S. Pelz so moved.

Meeting adjourned at 3:30 PM.