

**CITY OF LONG BEACH  
HOMELESS SERVICES  
ADVISORY COMMITTEE  
MINUTES**

**WEDNESDAY, JUNE 3, 2020  
VIA TELECONFERENCE, 3:30 PM**

Susana Sngiem, Chair  
S. Jolene Hui, Vice Chair  
Sheila Finch, Member  
Christopher Graeber, Member  
James Howat, Member  
Allison Kripp, Member



Julie Lie, Member  
Eboney Pearson, Member  
Susan Redfield, Member  
Jeffrey Johnson, Member  
Linda Wilson, Member

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**FINISHED AGENDA AND MINUTES**

**1. CALL TO ORDER**

A regular meeting of the Homeless Services Advisory Committee of the City of Long Beach convened at 3:30 p.m. via teleconference.

**2. ROLL CALL**

**Commissioners** Sheila Finch, Christopher Graeber, James Howat, S. Jolene Hui,  
**Present:** Jeffrey Johnson, Julie Lie, Eboney Pearson, Susan Redfield,  
Susana Sngiem, Linda Wilson and Allison Kripp

Also present: Teresa Chandler, Interim Deputy City Manager; Joel Reynoza, Homeless Resource Coordinator; Michelle Mel-Duch, Homeless Services Administrative Coordinator; Michelle Lim, Community Program Technician.

Chair Sngiem presiding.

**3. APPROVAL OF MINUTES**

[20-009HS](#)

Recommendation to approve the minutes for May 6, 2020.

**Attachments:** [HSAC Minutes 5.6.20.pdf](#)

**Committee Member Redfield moved to approve the May 6th minutes as submitted, seconded by Committee Member Howat.**

**Yes:** 11 - Sheila Finch, Christopher Graeber, James Howat, S. Jolene Hui, Jeffrey Johnson, Julie Lie, Eboney Pearson, Susan Redfield, Susana Sngiem, Linda Wilson and Allison Kripp

#### 4. OLD BUSINESS

##### **Ad Hoc Committee Reports:**

##### **Community Capacity Building**

Committee Member Hui provided an update. The ad hoc committee met to discuss and update the guidelines document for agencies seeking to apply for the Mayor's Fund to End Homelessness. A final draft will be presented at the next meeting.

The ad hoc committee invited Daniel Brezenoff, Senior Advisor to the Mayor, to their next meeting to discuss joint efforts to promote and provide guidance on the Mayor's Fund application process.

Discussion ensued among the committee members regarding this item.

##### **Year-Round Shelter RFP**

Committee Member Wilson provided a summary of the Year-Round Shelter RFP process. After reviewing and discussing several proposals, the ad hoc committee members chose to fund Volunteers of America Los Angeles.

Discussion ensued among the committee members regarding this item.

#### 5. NEW BUSINESS

##### **Mayor's Fund to End Homelessness Update from Daniel Brezenoff**

Daniel Brezenoff, Senior Advisor to the Mayor, discussed his role to provide support on issues relating to housing and homelessness in Long Beach. Brezenoff provided an update on efforts to promote the Mayor's Fund to End Homelessness. The Mayor's Fund is funded by donations from community members. Money dispersed from the Mayor's Fund must be used to benefit people experiencing homelessness in Long Beach. Allocations from the Mayor's Fund will only be granted to nonprofit agencies serving homeless populations. Agencies may submit a request for funding to address gaps in service and/or identified needs. Brezenoff provided feedback on some of the Mayor's priority areas of need and continuing to address gap needs with the funds. Homeless Services staff noted agencies who don't qualify for the Mayor's Fund to End Homelessness may be referred to the COVID-19 Relief Fund.

Brezenoff discussed the COVID-19 Relief Fund since agencies serving homeless populations have been applying for funds. Brezenoff asked the Homeless Services Advisory Committee (HSAC) for feedback in granting COVID-19 Relief Fund to agencies serving homeless populations. The HSAC expressed concern about providing feedback on the COVID-19 Relief Fund and requested for more information. The HSAC will continue to focus on reviewing Mayor's Fund to End Homelessness requests from local agencies. The HSAC requested Homeless Services staff to provide updates on the Mayor's Fund.

Discussion ensued among the committee members regarding this item.

### **HSAC Future Meetings and Brown Act Update from Sarah Green**

Sarah Green, Deputy City Attorney, provided an update on meeting ruling from City Council. The Council released a rule stating all non-charter commissions are not allowed to hold meetings due to precautions related to COVID-19. The Governor's Office made exceptions to the Brown act and allowed commissions to hold special meetings via teleconference if staff provided briefings on COVID-19 updates. The temporary hold on meetings ended in May. Commissions can have regular meetings via teleconference until it is safe to meet in person.

Discussion ensued among the committee members regarding this item.

### **Community Needs for COVID-19**

The committee members requested the City to provide more portable toilets and sinks for people experiencing homelessness. Homeless Services staff will propose the request and provide follow up.

### **Adjournment for July 1, 2020 Meeting**

The committee members discussed adjournment for July 1, 2020 meeting.

Discussion ensued among the committee members.

The committee members decided to hold the July 1, 2020 meeting to continue discussion of old and new business.

[20-010HS](#)

**Mayor's Fund to End Homelessness Request From Wrap The Kids**

**Attachments:** [WTK.MayorsFund.HomelessRFP.5.20.pdf](#)  
[Wrap The Kids Covid - 19 Relief Budget.pdf](#)

Susana Twaite, founder of the non-profit agency Wrap the Kids, presented a request to the Mayor's Fund to End Homelessness. Twaite provided an overview on a proposed plan to create COVID-19 Relief Care Packages for people experiencing homelessness. Twaite stated the organization has exhausted funding from other grants to create care packages. More funding is required for materials to create cloth face masks, hand sanitizer, and gloves. The committee members reviewed a proposal and budget document submitted by the organization.

Discussion ensued among the committee members.

The committee members decided to review the request further before voting and tabled the item until the next meeting.

## **6. HOMELESS SERVICES STAFF REPORT**

Teresa Chandler, Interim Deputy City Manager; Joel Reynoza, Homeless Resource Coordinator; and Michelle Mel-Duch, Homeless Services Administrative Coordinator provided updates.

- Homeless Services Officer recruitment is pending.
- The Winter shelter was activated. Homeless Services staff will confirm if funding will continue and operations are extended by the end of June.
- The Martin Luther King Shelter was demobilized.
- The Silverado Shelter will operate until July 1, 2020.
- Project Roomkey currently has 133 occupied rooms. The project may deactivate at the end of July. Homeless Services and partner agencies are working on long term housing plans for participants.
- Atlantic Farms Bridge Housing Community (ABC) year-round shelter facility will be ready in the beginning of July. The County and provider is working on operational planning for the next 90 days.

## **7. PUBLIC PARTICIPATION**

Natalie Swit, National Council of Jewish Women.

## **8. FUTURE AGENDA ITEM**

August: Pacific Gateway Workforce Investment Network Presentation  
September: Downtown Long Beach Alliance Alley Busters Presentation

**9. ANNOUNCEMENTS**

None.

**10. ADJOURNMENT**

At 5:52 p.m. Chair Sngiem adjourned the meeting.

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