

**LONG BEACH CONTINUUM OF CARE  
POLICIES AND STANDARDS SUBCOMMITTEE MEETING MINUTES  
THURSDAY, FEBRUARY 2, 2023  
12:00 PM – 1:30 PM**

**CALL TO ORDER**

Meeting via teleconference was called to order at 10:05 AM by Chair Luther Richert.

**ROLL CALL**

**Members Present**

Chair: Luther Richert, Mental Health America of Los Angeles

Vice Chair: Mark Ruckdaeschel, Mental Health America of Los Angeles

Member: Jina Lawler The Children's Clinic Family Health

**City Of Long Beach Staff Present**

Paul Duncan, Homeless Services Bureau Manager

Michelle Lim, Contracts and Grants Specialist

**REVIEW AND APPROVE MINUTES FROM NOVEMBER 3, 2022 MEETING**

A motion to approve the minutes as submitted was made by Vice Chair Mark Ruckdaeschel and seconded by Chair Luther Richert. The motion passed.

**REGULAR AGENDA**

- Research Program Manuals
  - Discussion regarding sample program manuals from other municipalities with similar characteristics.
  - Allow for some flexibility regarding policies and procedures.
  - Include common acronyms, definitions, and program descriptions.
  - Seeking feedback from subcommittee and CoC partners.
  - Develop an administrative and programmatic specific manual.
  - Reviewed Interim Housing and Rapid Re-Housing Operations Practice Standards that could be adopted. Standards were drafted by LAHSA, DHS, DPH, DMH, and other collaborative partners.
  - Subcommittee next steps are to review sample manuals and create an outline for manuals.
- Lived Experience Advisory Board Update
  - Currently in the process of hiring staff to manage LEAB.
  - Further engagement with individuals experiencing homelessness is continuing.
  - Developing LEAB role, goals, and compensation structure.
- Continuum of Care Program Update

- HUD awards for Special Unsheltered NOFO, renewal projects, and new projects to be announced in February.
- Additional vouchers with budget.
- Director of USICH will attend meeting with City in February.
- Discussion on federal level of bi-annual grant application.

## **FUTURE AGENDA ITEMS**

- Continue discussion on developing a program manual
- Continue recruitment of Subcommittee Members

## **ANNOUNCEMENTS**

None

## **PUBLIC COMMENT**

None

## **UPCOMING MEETINGS**

May 4, 2023, 12:00 PM

## **ADJOURNMENT**

Chair Luther Richert adjourned the meeting at 1:00 PM.