

**CITY OF LONG BEACH  
LONG BEACH CONTINUUM  
OF CARE MINUTES**

**TUESDAY, JANUARY 31, 2023  
VIA TELECONFERENCE, 3:00 PM**

Kimberly Wee, Co-Chair  
Anna Topolewski, Member  
Brandon Washington, Member  
Darrell Simien, Member  
Dianka Lohay, Member  
Edward Arnold, Member  
Elizabeth Weithers, Member  
James Howat, Member



Jamies Shuford, Member  
Jennifer Swan, Member  
Jina Lawler, Member  
Jordan Wynne, Member  
Kati Hoover, Member  
Luther Richert, Member  
Sylvia Guerrero, Member  
Tamika Boyce, Member

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**LONG BEACH CONTINUUM OF CARE BOARD MEETING  
VIA TELECONFERENCE PURSUANT TO ASSEMBLY BILL 361**

**FINISHED AGENDA AND MINUTES**

**FOR INFORMATION ON HOW TO PARTICIPATE IN THIS MEETING, PLEASE VISIT:**  
**<https://longbeach.gov/homelessness/volunteer-donate-and-get-involved/#cocschedule>**

**CALL TO ORDER**

Meeting via teleconference called to order at 3:03 PM by Paul Duncan.

**ROLL CALL**

Roll call taken by Michelle Lim.

**BOARD MEMBERS PRESENT:** Anna Topolewski (Housing Authority of the City of Long Beach), Brandon Washington (Person With Lived Experience), Darrell Simien (Habitat for Humanity Greater Los Angeles), Elizabeth Weithers (Development Services), James Howat (Community Advocate), Jamies Shuford (Skidrow Advocacy Group Inc.), Jina Lawler (The Children's Clinic Family Health), Kati Hoover (Long Beach Unified School District), Luther Richert (Mental Health America of Los Angeles), Sylvia Guerrero (Homeless Services Advisory Committee), Tamika Boyce (Connections for Women)

**GENERAL MEMBERS PRESENT:** Carly Goldblatt (Health Net), John Sutton (First to Serve), Aiko Tan (Scan Health Plan), Ashley Tate (Community Partner), Ben Espitia (Goodwill SOLAC), Daniel Brezenoff (Lutheran Social Services of So. CA), Natalie Swit (Community Partner), Alison Klurfeld (Community Partner), Anayeli Pablo (PATH), Heather Filbey-McCabe (Mental Health America of Los Angeles), Jaylene Westfall (Century), Shari Weaver (Harbor Interfaith Services)

**CITY OF LONG BEACH STAFF PRESENT:** Paul Duncan, Homeless Services Bureau Manager; Jeffrey Proctor, Administrative Officer; Michelle Lim, Contracts and Grants Specialist; Jennifer Santana, Homeless Services Bureau Secretary; Stephanie Sosa, Contracts and Grants Associate; Teresa Chandler, Deputy City Manager; Rebeca Kauma, Special Projects Officer; Junie Salcido; Business Services Officer; Rachel Junken, Transportation Planner; Ricardo Light, Transportation Planner; Jennifer Songster, Librarian; Eli Romero, Workforce Development Officer; Adriana Andrade Rodriguez, Assistant Admin Analyst;

**Members Present:** Washington, Simien, Weithers, Howat, Shuford, Lawler, Richert, Hoover, Topolewski, Guerrero and Boyce

**Members Excused:** Lohay and Wee

**Members Absent:** Arnold, Swan and Wynne

## **APPROVAL OF MINUTES**

[23-006HS](#)

Recommendation to review and approve minutes from the CoC Board meeting on October 4, 2022 and November 15, 2022.

**Attachments:** [CoC Board Minutes 20221004.pdf](#)  
[CoC Board Minutes 20221115.pdf](#)

**Motion to approve minutes from the Continuum of Care Board meeting on October 4, 2022 and November 15, 2022 made by Board Member Jim Howat, seconded by Board Member Jamies Shuford. The motion carried by the following vote:**

**Yes:** 10 - Washington, Simien, Weithers, Howat, Shuford, Lawler, Hoover, Topolewski, Guerrero and Boyce

**Excused:** 3 - Lohay, Wee and Richert

**Absent:** 3 - Arnold, Swan and Wynne

## **REGULAR AGENDA**

### **CoC Governance**

Paul Duncan provided an update on the Board terms of office and upcoming election in March.

23-007HS CoC Board Co-Chair Election

Paul Duncan provided an update on the CoC Board Co-Chair Election. Introduced candidate Board Member Jamies Shuford.

**Motion to elect Jamies Shuford as CoC Board Co-Chair made by Board Member Jim Howat, seconded by Board Member Brandon Washington. The motion carried by the following vote:**

**Yes:** 9 - Washington, Simien, Weithers, Howat, Lawler, Hoover, Topolewski, Guerrero and Boyce

**Abstain:** 1 - Shuford

**Excused:** 3 - Lohay, Wee and Richert

**Absent:** 3 - Arnold, Swan and Wynne

23-008HS CoC Board Secretary Update

Paul Duncan provided a recommendation for Board discussion of the Secretary duties.

**Motion for City staff to fill the functions of the Secretary made by Board Member Jim Howat, seconded by Board Member Jamies Shuford. The motion carried by the following vote:**

**Yes:** 10 - Washington, Simien, Weithers, Howat, Shuford, Lawler, Hoover, Topolewski, Guerrero and Boyce

**Excused:** 3 - Lohay, Wee and Richert

**Absent:** 3 - Arnold, Swan and Wynne

23-009HS CoC Board Election

Paul Duncan provided an update. Item was postponed until a quorum of the Board. Introduced Board candidates: Aiko Tan, SCAN Health Plan; Daniel Brezenoff, Lutheran Social Services; Margie Wilson, Healthcare

Coordinators. Aiko Tan and Daniel Brezenoff were present but had to retire from the meeting before the election was held.

The CoC Board Election was postponed until the next Board meeting.

### Continuum of Care Program Update

Item was tabled until the next meeting.

#### [23-010HS](#)

Proclamation of Citywide State of Emergency on Homelessness

**Attachments:** [Proclamation of Emergency on Homelessness.pdf](#)  
[Homeless Proclamation Presentation CoC.pdf](#)

Paul Duncan presented on the Proclamation of Citywide State of Emergency on Homelessness. Overview of Proclamation, Emergency Proclamation Metrics, Human Resources & Staffing, Onboarding & Hiring, Procurement & Finance, Streamlining City Process, Incident Command System, Mission and Organizational Structure, Workgroup Member & Objectives, Actions to Date, and Forthcoming actions.

Board Member Luther Richert retired at 3:30 PM.

#### [23-011HS](#)

Community Partnerships Work Group

**Attachments:** [COC Board Conversation Agenda 1.31.23.pdf](#)  
[LB CoC Board Mtg - Emergency Proclamation to Address](#)

Teresa Chandler, Deputy City Manager and Rebeca Kauma, Digital Equity & Inclusion Officer presented on the Community Partnerships Work Group. Presentation consisted of Emergency Proclamation to Address Homelessness, Homeless Emergency Response, and Community Partnerships Work Group Subgroups. Board Members and Community Partners also had an opportunity to provide feedback on the presentation and make suggestions regarding the work group focus areas.

#### [23-012HS](#)

Homeless Services Bureau Operations Report

**Attachments:** [CoC Staff Presentation 1-31-2023.pdf](#)

Paul Duncan presented the Homeless Services Bureau Operations Report. Provided updates on Bureau Operations Update and Emergency Housing Vouchers.

**Motion to receive and file all reports made by made by Board Member Jim Howat, seconded by Board Member Jamies Shuford. The motion carried by the following vote:**

**Yes:** 10 - Washington, Simien, Weithers, Howat, Shuford, Lawler, Hoover, Topolewski, Guerrero and Boyce

**Excused:** 3 - Lohay, Wee and Richert

**Absent:** 3 - Arnold, Swan and Wynne

#### **FUTURE AGENDA ITEMS**

None.

#### **ANNOUNCEMENTS**

None.

#### **PUBLIC PARTICIPATION**

None.

#### **UPCOMING MEETINGS**

Policies and Standards Subcommittee: February 2, 2023, 12:00-1:30 PM

Coordinated Entry System Subcommittee: February 2, 2023, 1:00-2:30 PM

Quality, Data, and Performance Subcommittee: February 14, 2023 2:00-3:30 PM

Board: March 14, 2023, 3:00-4:30 PM

General: March 21, 2023, 1:00 - 2:30 PM

For more information, please visit the [Long Beach CoC website](https://longbeach.gov/homelessness/volunteer-donate-and-get-involved/)  
<<https://longbeach.gov/homelessness/volunteer-donate-and-get-involved/>>.

#### **ADJOURNMENT**

Paul Duncan adjourned the meeting at 4:37 PM.

JS:ML