

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

**WEDNESDAY, JULY 7, 2021  
VIA TELECONFERENCE, 3:30 PM**

Susana Sngiem, Chair  
S. Jolene Hui, Vice Chair  
Jeanette Barrera, Member  
James Howat, Member  
Jeffrey Johnson, Member  
Linda Wilson, Member



Allison Kripp, Member  
Julie Lie, Member  
Eboney Pearson, Member  
Desiree Rew, Member  
Janine Solano, Member

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**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** James Howat, Jeffrey Johnson, Allison Kripp, Julie Lie, Eboney  
**Present:** Pearson, Desiree Rew, Linda Wilson, Janine Solano, S. Jolene  
Hui and Susana Sngiem

**Commissioners** Jeanette Barrera

**Excused:**

Also present: Paul Duncan, Homeless Services Officer; Alvin Teng, Special Projects Coordinator; Joel Reynoza, Homeless Resource Coordinator; Alejandra Gutierrez, Human Services Bureau Secretary; Michelle Lim, Community Program Technician; Taylor Anderson, Deputy City Attorney, Chris Kau, HMIS Data and Performance Specialist; Somatra Church, Pandemic Response Coordinator

Chair Sngiem presiding.

**3. APPROVAL OF MINUTES**

[21-010HS](#)

Recommendation to approve minutes for June 2, 2021.

**Attachments:** [HSAC Minutes 6-2-21.pdf](#)

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**Committee Member James Howat moved to approve the minutes as submitted, seconded by Committee Member Janine Solano.**

**Yes:** 8 - James Howat, Jeffrey Johnson, Allison Kripp, Julie Lie, Linda Wilson, Janine Solano, S. Jolene Hui and Susana Sngiem

**Abstain:** 2 - Ebonye Pearson and Desiree Rew

**Excused:** 1 - Jeanette Barrera

#### 4. PUBLIC PARTICIPATION

None

#### 5. OLD BUSINESS

- Subcommittee Reports:
  - Community Capacity Building
    - Vice Chair Hui gave an update on the Mayor's Fund Application Review Process
    - Met on June 25 at 10am
    - Committee Member Barrera requested review of application process
    - Subcommittee discussed points, added committee may ask for bids if capital expenditure is over \$10,000
    - Goal is to make the application process low barrier, but we want to reserve the right to ask for quotes or bids
    - Organizations can submit quotes or bids to strengthen their application as well
  - Fundraising
    - Committee Member Solano gave an update on the Mayor's Fund MOU
    - Met on June 23rd committee
    - Section 1.4.3 - add HSAC should approve recommendations before transferring funds
    - Section 5.1 - Add HSAC should approve
    - Section 5.4 - Add HSAC should approve requests
    - Section 6.3 - Ask that HSAC also receive invoices and backup documentation
    - Paul Duncan, Homeless Services Officer, provided an update
    - New Homeless Services Bureau Manager will be added to the MOU
    - Committee Member Solano noted that the Fundraising Subcommittee will meet and a draft MOU should be available for voting at the next meeting

- Policy
  - Committee Member Pearson provided an update
  - Met on June 30th to discuss letters of support
  - Policy Subcommittee will reconvene to finalize letter of support
  - AB 71 has been put in inactive status, as a result subcommittee has decided to not to draft a letter of support
  - Subcommittee will refocus efforts on SB 679, as well as the State Budget
  - By next meeting, Subcommittee will have drafts of letters available for the Committee to review prior to the meeting
  - Drafts for both letters have been developed
- Ad Hoc Committee Reports:
  - HHAP Round 1 RFP
    - Committee Member Kripp gave a report
    - Safe Parking Program RFP
      - No applications submitted. RFP will be modified and rereleased.
    - Homeless Employment Program RFP
      - Three applications submitted
      - Awarded to Volunteers of America Los Angeles
- Continuum of Care Update
  - Committee Member Kripp provided an update
  - General Membership and Board Meeting on June 8th
  - Next Board meeting is July 13th
  - Brandon Washington was elected to the Board for the seat reserved for a person with Lived Experience

## 6. NEW BUSINESS

### [21-014HS](#)

#### Mayor's Fund to End Homelessness request from His Little Feet

- Alvin Teng, Special Projects Coordinator, introduced Gail Freedman, Treasurer for His Little Feet
- Gail Freedman provided an overview of the organization and the Mayor's Fund request
- Discussion ensued among the Commission
- Vice Chair Hui provided an update on the Community Capacity Building Subcommittee's recommendation to approve the request in full

**Attachments:** [His Little Feet MF.zip](#)

**A motion was made by Committee Member Kripp, seconded by Committee Member Wilson, to approve the His Little Feet request for the Mayor’s Fund to End Homelessness. The motion carried by the following vote:**

**Yes:** 9 - James Howat, Jeffrey Johnson, Allison Kripp, Julie Lie, Ebony Pearson, Linda Wilson, Janine Solano, S. Jolene Hui and Susana Sngiem

**Abstain:** 1 - Desiree Rew

**Excused:** 1 - Jeanette Barrera

[21-015HS](#)

Mayor's Fund to End Homelessness request from Care Closet LBC

- Alvin Teng, Special Projects Coordinator, introduced Nicole De Lia, Care Closet LBC
- Nicole De Lia provided an overview of the organization and request
- Discussion ensued among the Commission
- Committee Member Howat asked about the need for commercial driver’s licenses for staff
  - Nicole De Lia stated that they would be purchasing a 9-passenger van, so no commercial license would be needed
- Committee Member Lie asked about locations of work and coordination of medical appointments
  - Nicole De Lia stated that they are working mainly in encampments and currently coordinate appointments on an as-needed basis
- Vice Chair Hui provided an update from the Community Capacity Building Subcommittee
- Committee Member Kripp suggested that the organization reapply later
- Chair Sngiem expressed concerns about sustainability

**Attachments:** [Care Closet LBC MF.zip](#)

**A motion was made by Committee Member Howat, seconded by Committee Member Solano, to approve the Care Closet LBC request for the Mayor’s Fund to End Homelessness. The motion failed by the following vote:**

**Yes:** 3 - James Howat, Jeffrey Johnson and Janine Solano

**No:** 7 - Allison Kripp, Julie Lie, Ebony Pearson, Desiree Rew,  
Linda Wilson, S. Jolene Hui and Susana Sngiem

**Excused:** 1 - Jeanette Barrera

- HOME-ARP RFP for Intensive Case Management Services
  - Paul Duncan, Homeless Services Officer, provided an overview of the RFP which will provide 20 supportive services staff for EHV voucher recipients
  - Proposals will be reviewed by HSAC and CoC Board Members
  - Request for two volunteers and one alternate to assist in reviewing the RFP
  - The anticipated review period will start at the beginning of August
  - Committee Members Kripp and Lie volunteered to form an ad hoc review committee. Committee Members Wilson and Solano volunteered as alternates.
- Chair and Vice Chair Report
  - Chair Sngiem provided a report on the vision and goals for committee
  - Expressed interest in holding a retreat with Homeless Services and HSAC members in the future
  - Requested guidance with future in person or hybrid meetings
- Robert's Rules/Brown Act Training
  - Alvin Teng, Special Projects Coordinator, provided an update
  - Requested training from Taylor Anderson, Deputy City Attorney to support with HSAC and subcommittee meeting facilitation
  - Training for Commission at next HSAC meeting

## 7. HOMELESS SERVICES STAFF REPORT

- Outreach Update
  - Report by Joel Reynoza, Homeless Resource Coordinator.
- Homeless Services Division Operations Update
  - Report by Paul Duncan, Homeless Services Officer.
  - Safe parking back at MSC as of July 1st, 2021

[21-016HS](#)

Recommendation to receive and file the Homeless Services Staff Report.

**Attachments:** [HSAC Staff Presentation 07-07-2021.pdf](#)

**Committee Member Allison Kripp moved to receive and file, seconded by Committee Member Linda Wilson. The motion carried by the following vote:**

**Yes:** 9 - James Howat, Allison Kripp, Julie Lie, Eboney Pearson, Desiree Rew, Linda Wilson, Janine Solano, S. Jolene Hui and Susana Sngiem

**Abstain:** 1 - Jeffrey Johnson

**Excused:** 1 - Jeanette Barrera

## **8. PUBLIC PARTICIPATION**

- Natalie Swit, Continuum of Care Board Member, provided feedback on the ICMS RFP
- John Kendrick, Community Member, expressed concerns with the growth of homelessness locally and globally

## **9. FUTURE AGENDA ITEM**

- Robert's Rules of Order and Brown Act Training by City Attorney's Office
- Discussion about future meeting format

## **10. ANNOUNCEMENTS**

- Committee Member Allison Kripp announced a Virtual Owners Orientation for the Housing Authority

## **11. ADJOURNMENT**

At 5:37 p.m. Chair Sngiem adjourned the meeting.

at:ag