



AGENDA
IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL
EXECUTIVE BOARD MEETING

June 7, 2023

1:00 PM – 3:00 PM

Location: Department of Social Services

2895 S. 4th Street, El Centro, CA 92243 (Building C - Conference Room A)

Reasonable accommodations: All public meetings are conducted in accessible locations. Requests can be made by contacting us 48 hours in advance of the meeting through one of the following options: Phone: (760) 337-6800, TTY TDD: (760) 336-4099, or Email: ivcccinquiries@co.imperial.ca.us Copies of documents may be made available through alternative formats, upon written request.

Public comments: Should you wish to provide public comment on a specific agenda item and/or any general public comment prior to the meeting, please submit your comment via email at ivcccinquiries@co.imperial.ca.us no later than 1:00 p.m. on the date of the meeting. In the subject line, provide your full name, e-mail address and the agenda item # above your written public comment(s). All e-mail comments will be read aloud for the record. You may also provide a public comment at the meeting.

Name	Executive Board	Present
Les Smith: General Manager, Desert Trails RV & Golf Resort	Chair	
Dr. Kathleen Lang: Vice President, California Health & Wellness	Vice Chair	
Sarah Enz: Director Imperial County, Public Administrator/AAA	Secretary	
Javier Moreno: Community Member	Board Member	
Leticia Plancarte: Director, Imperial County Behavioral Health	Board Member	
Cierra Justine Gibbs: Lived Experience	Board Member	
Kirk Mann: Imperial Valley Housing Authority Executive Director	Board Member	
Sylvia Marroquin: City of El Centro Council Member, Advocate	Board Member	
Sabrina Barber: Manager of Energy Business & Regulatory Compliance Programs, Imperial Irrigation District	Board Member	
Ramona Campos: Commander, American Legion Post #25	Board Member	
Paula S. Llanas: Director, IC Department of Social Services	Administrative Entity Lead	

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**

IV. **Approval of Minutes**

1. Minutes of May 3, 2023 (Attachment 1)

V. **Public Comment**

Public Comment is limited to items listed on agenda. Any action taken as a result of public comment shall be limited to direction to staff. Please address the board as a whole, through the Executive Board Chair. Individuals will be given three (3) minutes to address the board. Topics will be given a maximum of fifteen (15) minutes. Public comments will be limited to a maximum of 30 minutes. If additional time is required for public comments, they will be heard at the end of the meeting. Please remember to follow the Public Comment Code of Conduct. No profanity or obscenity, yelling or screaming, no slander or defamatory statements, no personal threats or attacks, no hateful or demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability, respect all people that are present or watching, and obey the direction of the Executive Board Chair.

VI. **Special Presentations**

1. Low Income Energy Assistance Programs - Imperial Irrigation District (Attachment 2)
2. Energy Efficiency Programs - Imperial Irrigation District (Attachment 3)

VII. **Action Item**

1. Acknowledge the United States Department of Housing and Urban Development's Fiscal Year 2022 Continuum of Care Competition (CoC) Awards to Imperial County CoC CA-613 (Attachment 4)
2. Discussion/Action regarding appointment of Marlene Thomas to the Executive Board to fill a current vacancy until the unexpired term of December 31, 2023 (Attachment 5)
3. Administrative Entity Updates (Attachment 6)
 - a. Events
 - b. Homeless Resource Hotline and Emergency Housing Voucher Program
 - c. Coordinated Entry System
 - d. Homeless Housing, Assistance and Prevention Program
 - e. Emergency Solutions Grant - Coronavirus

VIII. **Board Member Announcements**

- IX. **Meeting Adjournment:** Next Meeting -Wednesday, July 5, 2023 from 1:00-3:00 PM.



Minutes

IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL EXECUTIVE BOARD MEETING

May 3, 2023

01:00 PM – 03:00 PM

Location: Department of Social Services

2895 S. 4th Street, El Centro, CA 92243 (Building C – Conference Room A)

Name	Executive Board	Present
Les Smith, General Manager, Desert Trails RV & Golf Resort	Chair	
Dr. Kathleen Lang, Vice President, California Health & Wellness	Vice Chair	X
Sarah Enz, Director, Imperial County Public Administrator/AAA	Secretary	X
Javier Moreno, Community Member	Board Member	X
Leticia Plancarte, Director, Imperial County Behavioral Health	Board Member	X
Cierra Justine Gibbs, Lived Experience	Board Member	
Kirk, Mann, Imperial Valley Housing Authority Executive Director	Board Member	X
Sylvia Marroquin, City of El Centro Council Member, Advocate	Board Member	
Sabrina Barber, Manager of Energy Business & Regulatory Compliance Programs, Imperial Irrigation District	Board Member	X
Ramona Campos, Commander, American Legion Post #25		
Paula Llanas, Assistant Director, IC Department of Social Services	Administrative Entity Lead	X

- I. **Call to Order** At 1:06pm.
- II. **Roll Call** Sarah Enz conducted roll call; board members present indicated above. Additional guests present: Terri Gonzalez, Eleanor Vega, Araceli Lopez, Jacob Bermudez, Gina Vargas, Amelia Bonillas, Francisco Guerrero, Renee Robles, Gabriel Aguirre, Susan Chasang, Jannett Huerta, and Rogelio Gomez.
- III. **Approval of Agenda** Vice-Chair Dr. Kathleen Lang called for a motion to approve the agenda. Mr. Javier Moreno motioned to approve and Ms. Sabrina Barber seconded the motion, approved (6-0).
- IV. **Approval of Minutes** Vice-Chair Dr. Kathleen Lang called for a motion to approve the minutes of April 5, 2023, meeting. Mr. Kirk Man motioned to approve and Mr. Moreno seconded the motion, approved (4-0). Ms. Sarah Enz and Ms. Sabrina Barber abstained from the vote.
- V. **Public Comment** No public comments, none received via email, none presented at time of meeting.

VI. Special Presentations

1. Member Spotlight: WomanHaven – A Center for Family Solutions

Ms. Gina Vargas, Executive Director of WomanHaven, provided a presentation and PowerPoint on the services their agency provides. The mission of WomanHaven is to promote and provide a comprehensive response to domestic violence, stalking, and human trafficking through community outreach & education, prevention, intervention, client support services, and safety and shelter services.

WomanHaven services include: walk-in center for client advocacy, which provides help and legal information to our clients about court-legal system, mental health education, safety plan education advocacy, assistance with temporary restraining orders, court accompaniment, and housing services, which include programs to assist families or individuals who have been unable to pay rent, or have too many barriers in keeping secure housing. Additionally, the Wellness Program, which provides services to anyone in the community suffering from anxiety, depression, irritability, aggressiveness, feeling of hopelessness, mood swings, etc. or anyone that has suffered trauma, a loss or is affected by mental illness. Furthermore, Safe Shelters, which include three emergency shelters, offer a 24 hour crisis line to provide clients with wellness services such as counseling and therapy, housing services, medical needs or social services, clothing vouchers, food, legal information, and transportation.

2. Imperial County Department of Social Services (ICDSS) – Street Outreach

Ms. Araceli Lopez, Program Manager for ICDSS, provided a presentation and PowerPoint on the street outreach in the cities of Calexico and El Centro. Key elements in developing an action plan to engage both residents of the encampment and community partners included preparing with adequate time for planning and implementation, collaboration across sections and systems, performing the outreach and engagement, provided low barrier pathways to permanent housing programs.

In the City of Calexico, 19 households living on Estrada Boulevard were displaced due to the property being red tagged by the city. These 19 households were contacted by the City of Calexico Police Department, Neighborhood House of Calexico, and the Homeless Resources Hotline to provide housing resources and community supports. Out of the 19 households, 15 were provided rapid rehousing by Neighborhood House of Calexico, 1 was provided rapid rehousing by Imperial Valley Occupational Program CalWORKs Housing Support Program, and 3 declined services citing plans to self-resolve. Collaboration of efforts were received by ICDSS AE CoC Homeless Resource Hotline, IVROP CalWORKs Housing Support, Imperial County Public Administrator, City of Calexico Administration, City of Calexico Police Department and Neighborhood House of Calexico.

In the City of El Centro, 22 homeless individuals were vacated from a vacant lot on the 2800th Block of 4th Avenue. The homeless individuals were notified approximately one week before the encampment was set to be taken down by the El Centro Police Department. Out of the 22 individuals, 5 individuals were linked to Imperial County Behavioral Health Services, 7 individuals accepted services at Catholic Charities Day Center, 2 individuals accepted services from Imperial County Public Administrator's Office, 2 individuals were referred to programs for veterans, and 6 of the individuals declined services. Collaboration of efforts were received by ICDSS AE CoC Homeless Resource Hotline, City of El Centro Police Department, Imperial County Probation Office, Imperial

County Health Department, Imperial County Public Administrator's Office, Imperial County Behavioral Health Services and Catholic Charities Day Center.

Ms. Paula Llanas, Director of DSS, added when the AE begun discussing doing street outreach, they wanted to make sure it was done intentional and not just passing out flyers. The AE met with the City of El Centro and other non-government organizations on how to manage items like transportation, where their belongings would be kept, but they did not foresee having pets as being a barrier for placement, and it was.

3. Imperial County Department of Social Services – Housing Programs

Ms. Renee Robles, Deputy Director of DSS, provided a presentation and power point on the Transitional Housing Placement (THP) Program, the Housing Navigators Program (HNP), and Housing Disability Advocacy Program (HDAP)

THP services youth between ages 18-25 who qualify for Independent Living Program after-care services (aged out of foster care at age 18 or later). The goal is provide preventative and wrap-around services for youth in THP and help youth become productive, responsible, and self-sufficient adults. Most services include rent and utilities assistance, food assistance, emergency assistance, furniture and household items, case management for education and work-related goals. Referrals for THP are received by DSS Social Workers.

HNP funds are used for the support of housing navigators to help youth adults secure and maintain housing with priority given to young adults in foster care system. HNP will prioritize current or potential non-minor dependents who are in extended foster care. Young adults between ages 18-21 are eligible with priority given to young adults in the foster care system. HPS's key services are to prevent homelessness, provided guidance before emancipation, assist youth to become independent and self-sufficient adults.

The HDAP is a statewide program funded by California Department of Social Services. It is intended to support participants in meeting two program goals: securing disability benefits, and securing permanent housing. Eligible candidates are youth, individuals and families who are eligible for and no currently receiving social security disability benefits and are experiencing homelessness, chronically homeless, or at risk of homelessness. HDAP has four core components, care management including care coordination, disability benefits advocacy, housing, and outreach.

4. Imperial Valley Housing Authority – US Department of Housing and Urban Development, Veterans Affairs Supportive Housing.

Mr. Kirk Man, Executive Director of the Imperial Valley Housing Authority, provided a presentation and power point on the new HUD-Veterans Affairs Supportive Housing (HUD-VASH) program.

HUD-VASH is a special purpose voucher program administered in partnership with the US Department of Veterans Affairs (VA). The program enables homeless veterans and their families to use a voucher to access safe, affordable housing while also receiving an array of VA services. The VA provides these services for participating veterans at VA medical centers, community-based outreach clinics, through VA contractors, or through other VA designed entities.

All HUD-VASH referrals must come to the public housing authority (PHA) from a partnering VA facility. The partnering VA determines the VA clinical eligibility and homeless status. The PHA determines income eligibility and lifetime sex offender status.

VII. Discussion/Action Calendar

1. Discussion/Action regarding recruitment to fill one (1) Executive Board seat as a result of the resignation of Adrienne Lawson.

Discussion:

On April 5, 2023, Executive Board member Adrienne Lawson notified the Administrative Entity of her resignation from the Board, effective April 14, 2023. Pursuant to Section 6.07(d) of the IVCCC Charter, in the event of a vacancy, the Executive Board may appoint such qualified person(s) necessary to fill a vacancy. The person(s) appointed shall serve the unexpired term of the previous Board Member, and is subject to re-election by the Board and approval by the full IVCCC voting membership.

Ms. Llanas advised the Executive Board that Ms. Lawson's term ends in December of this year and further, she served as the BIPOC liaison. The AE has reached out to the social justice inequity group for any potential members, but has not heard back. The AE is looking for direction from the Executive Board of recruitment.

The Executive Board directed the AE to continue to pursue a recommended candidate of their choice. A nominations committee will then be formed to review the applications. It is noted that at least one general membership member will need to serve on this committee.

VIII. Board Member Announcements

Ms. Leticia Plancarte informed the board May is National Mental Health Awareness Month, a proclamation was made yesterday by the Board of Supervisors. Please help share the word and wear green.

Mr. Moreno wanted to thank DSS and the AE for reaching out to Calexico. As Title 42 is set to expire on May 11th, Calexico is gearing up for what that may bring. The City Manager is in the process of requesting funds from Senator Padilla's office.

Ms. Barber informed the board she would like to do a presentation on the different rate assistance the IID provides.

Ms. Terri Gonzalez provided a flyer for the Flying Doctors Health and Wellness Event to take place on November 18th from 8am to 3pm at the ICOE Valley Academy. The event will be provided dental, vision, medical, and mental health screenings for veterans and homeless in need. There will be a dinner at American Legion the night before, on Saturday they will have a light breakfast and lunch, people can pre-sign up for the dental and vision checks. This is the first time the Flying Doctors have come to Imperial County.

IX. Meeting Adjournment: Meeting adjourned at 2:40pm. Next Executive Board meeting is scheduled for June 7, 2023, from 1:00pm-3:00pm.

IID Finance Department Low-Income Energy Assistance Programs

Isis Montes
Officer Customer Service
June 07, 2023



REAP

Residential Energy Assistance Program

- Provides a 20% monthly discount to income qualifying customers.
- Provides a 30% monthly discount to income qualifying senior customers.

EEAP

Emergency Energy Assistance Program

- Provides assistance for customers who experience disconnection for nonpayment.

MEEUAP

Medical Equipment Energy Usage Assistance Program

- Provides a discount for customers who use qualifying in-home medical equipment.

E-Green

e-Green Community Solar Program

- Provides additional discount to qualifying REAP customers from the 23-year power purchase agreement with Citizens Energy

Residential Energy Assistance Program



Imperial Irrigation District's Residential Energy Assistance Program provides income-qualifying customers with a 20 percent discount on their electric bill. IID also offers a 30 percent REAP discount to qualifying customers age 62 or older. Participants who are 62 or older will need to reapply for REAP every two years, while all other participants must reapply annually. It is the customer's responsibility to renew the application. The income guidelines are as follows:

MAXIMUM HOUSEHOLD INCOME (EFFECTIVE AS OF JANUARY 1, 2023)	
<i>No. of Persons in Household</i>	<i>Combined Annual Household Income</i>
1-2	\$36,620
3	\$46,060
4	\$55,500
5	\$64,940
Each Additional Person	\$9,440

To establish eligibility you must complete the enclosed application and return it, along with any supporting proof of income (*such as pay stubs, Social Security statements or other income documents*). This is required for each adult in residence. The applicant must be the customer of record with IID and cannot be claimed on another person's Income Tax Return as a dependent. The discount will only be applied upon verification and approval.

How to Apply

1. Complete and sign [application](#) [[Spanish PDF](#)]. (This form may take a few moments to download.)
2. Provide proof of income verification for most current month (*for each adult in residence*).
3. Most recent tax returns.
4. Submit completed application, along with supporting documents, to energyassistance@iid.com or mail to IID (*pre-paid mailer enclosed*).



REAP/eGreen

(Residential Energy Assistance Program)

Residential Energy Assistance Program

Imperial Irrigation District's Residential Energy Assistance Program provides income-qualifying customers with a 20 percent discount on their electric bill. IID also offers a 30 percent REAP discount to qualifying customers age 62 or older. Participants who are 62 or older will need to reapply for REAP every two years, while all other participants must reapply annually. It is the customer's responsibility to renew the application. The income guidelines are as follows:

MAXIMUM HOUSEHOLD INCOME (EFFECTIVE AS OF JANUARY 1, 2023)	
No. of Persons in Household	Combined Annual Household Income
1-2	\$36,620
3	\$46,060
4	\$55,500
5	\$64,940
Each Additional Person	\$9,440

To establish eligibility you must complete the enclosed application and return it, along with any supporting proof of income (*such as pay stubs, Social Security statements or other income documents*). This is required for each adult in residence. The applicant must be the customer of record with IID and cannot be claimed on another person's Income Tax Return as a dependent. The discount will only be applied upon verification and approval.

How to Apply

1. Complete and sign [application](#) [Spanish PDF](#). (This form may take a few moments to download.)
2. Provide proof of income verification for most current month (*for each adult in residence*).
3. Most recent tax returns.
4. Submit completed application, along with supporting documents, to energyassistance@iid.com or mail to IID (*pre-paid mailer enclosed*).

- As of 04/30/23, REAP has assisted 11,410 customers for a total of \$950,754.
- eGreen monthly discount rate varies, but on average it is 5%.



EEAP

(Emergency Energy Assistance Program)

The EEAP program provides assistance to low-income qualifying customers who experience disconnection of power due to nonpayment.

- Up to \$400 yearly per customer.
- As of 04/30/23, EEAP has assisted 2,220 customers for a total of \$173,097.

Emergency Energy Assistance Program

IID's Emergency Energy Assistance Program (EEAP) is here to assist customers who face disconnection for non-payment.

EEAP payment assistance is available quarterly to those who participate in our REAP program, and customers may qualify for up to \$75 on their electric bill during the 1st and 4th quarter, and up to \$125 during the 2nd and 3rd quarter. The quarterly periods are as follows:

		Customers may qualify for up to
1st quarter	January, February, March	\$75
2nd quarter	April, May, June	\$125
3rd quarter	July, August, September	\$125
4th quarter	October, November, December	\$75

Pledges can only be approved for residential bills receiving this discount. Customers must pay the excess of \$75 or \$125, depending on the quarter, before their pledge is approved.

To request EEAP assistance, a final notice is required. These monies cannot be used for reconnect fees, deposits, transfers or to cover returned checks and related fees.



MEEUAP

(Medical Equipment Energy Usage Assistance Program)

The MEEUAP program provides a monthly discount to customers who use qualifying in-home medical equipment and for customers who have a medical condition where the AC is considered medical equipment.

- Up to \$300 monthly for qualifying AC's.
- Monthly discount based on the equipment's usage.
- As of 04/30/23, MEEUAP has assisted 480 customers for a total of \$37,995.

Imperial Irrigation District Energy Efficiency Programs

Darrin Márquez

Strategic Marketing Program Rep

June 7, 2023



Residential Programs



Energy Rewards Rebates

Residential

- Prescriptive, after-purchase rebates on a variety of energy efficiency measures
- Purchase and install in 2023; submit application, proof of purchase/supporting documentation



Energy Rewards Rebates

Residential



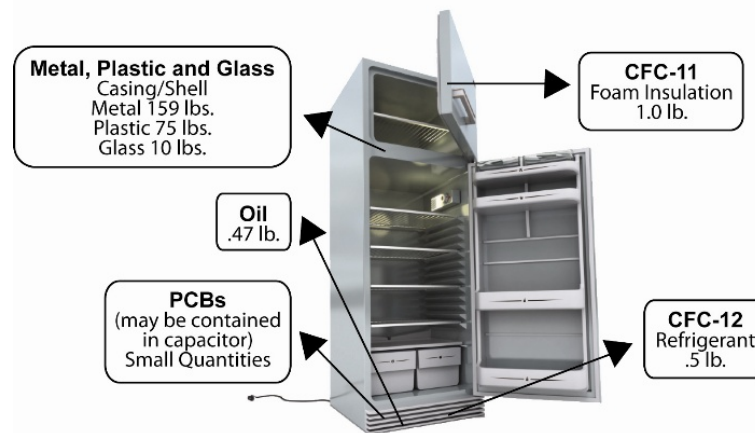
Qualifying Products - Residential	Rebate
ENERGY STAR® Refrigerator*	\$75/unit
ENERGY STAR® Clothes Washer*	\$75/unit
ENERGY STAR® Electric Clothes Dryer*	\$75/unit
ENERGY STAR® Dishwasher*	\$75/unit
ENERGY STAR® Dual-Pane Windows*	\$2/sq.ft.
Shade Screens	\$1/sq.ft.
ENERGYSTAR® Variable-Speed Pool Pump	\$200/unit
Attic Fan	\$75/unit, Electric \$125/unit, Solar

Qualifying Products - Residential	Rebate
Attic Insulation	\$0.30/sq.ft.
Radiant Barrier	\$0.30/sq.ft.
ENERGY STAR® Room Air Conditioner*	\$100/unit
Evaporative Cooler	\$300/unit
Ductless Mini-Split System	\$200/unit
ENERGY STAR® Thermostat	\$50/unit
HVAC Gas to Electric Conversion	\$400/ton
HVAC Systems	Tier 1: \$125/ton Tier 2: \$200/ton Tier 3: \$300/ton



Refrigerator Recycling

- Current incentive of \$50 per working refrigerator or freezer
- Appliance will be picked up and recycled at no charge
- IID has partnered with Appliance Recycle Centers of America (ARCA) as service provider
- Limit of two appliances per household per year



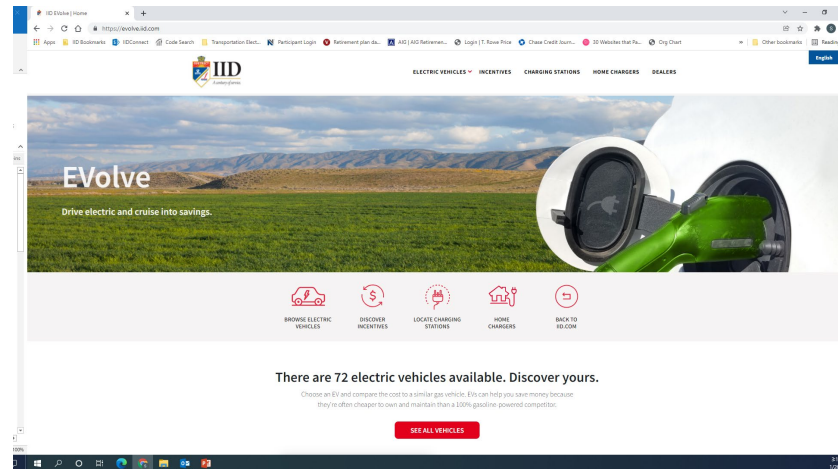
Residential Weatherization

- Direct install program that provides weatherization installation services to residential customers
 - *Customers receive up to \$1,000 in installed measures*
 - *Customers enrolled in REAP can receive an additional \$500 in installed measures*
- Services provided by Synergy Companies
- Measures consist of:
 - *Home energy assessment*
 - *A/C maintenance services*
 - *Building envelope*
 - *Lighting*



Electric Vehicles

- ReCharge EV Charger Rebates - rebates of up to \$500 for purchase and installation a Level 2 (240-volt) plug-in EV charger
- EVolve – IID website that allows customers to research EVs, explore potential rebates and tax credits as well as locate charger station locations (<https://evolve.iid.com>)



Tree for All

- Free shade tree program offered to IID energy customers
 - *Trees can reduce energy costs by up to 20% when strategically planted*
 - *Trees provide many community/environmental benefits*
- IID's shade tree program has distributed/planted 1,200 trees



Non-Residential Programs



IID

A century of service.

www.iid.com

Energy Rewards Rebates

Non-Residential



Qualifying Products - Non-Residential	Rebate
Programmable Thermostat	\$50/unit
Vending Miser	\$80/unit
Package Terminal Air Conditioners and Heat Pumps (PTACs)	\$50/ton
Energy Efficient Motors	\$35 - \$1260/unit
HVAC Systems	Tier 1: \$125/ton Tier 2: \$200/ton Tier 3: \$300/ton
HVAC Systems >5 Tons	\$75/ton



Custom Energy Solutions Program (CESP)

Non-Residential

- Qualifying measures must retrofit or replace old equipment with new energy efficient equipment
- Calculated incentives based on expected performance
- Rebate based on an annualized kWh savings



CESP

INCENTIVE	ENERGY EFFICIENCY MEASURE
\$0.11/kWh	Lighting, Interior: Office Space, Production Line, etc.
\$0.03/kWh	Lighting, Exterior: Off-site, Public Spaces, Parking Lots, Landscaping, etc.
\$0.18/kWh	Process Loads
\$0.25/kWh	HVAC/Refrigeration



New Construction Energy Efficiency Program (NCEEP)

- Provides financial incentives for projects that have designed integrated energy savings of at least 10% above Title 24 requirements
- Whole building approach at \$0.08 per kWh
 - *Maximum annual incentive - \$150,000*
- Systems approach (CESP incentives apply)
 - *Maximum annual incentive - \$50,000*



Thank You



IID

A century of service.

www.iid.com



IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL



June 7, 2023

Dear Imperial Valley Continuum of Care Council (IVCCC) Executive Board Members:

Requested Action:

1. Acknowledge the United States Department of Housing and Urban Development's Fiscal Year 2022 Continuum of Care (CoC) Competition Awards to Imperial County CoC CA-613

Background

The CoC Program is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness. The United States Department of Housing and Urban Development (HUD) made available approximately \$2.7 billion for the CoC Program for fiscal year 2022. The 2022 CoC Program competition opened on August 1, 2022 with applications due to HUD on September 30, 2022.

The rating and ranking of the projects within the Imperial County CoC took place on September 7, 2022 with a three-member panel and one technical assistance advisor. Due to the fact that the Imperial County Department of Social Services (DSS) submitted applications in two categories, a moderator from outside DSS oversaw the process. The IVCCC Executive Board approved the scoring and ranking results and recommendations on September 14, 2022. Successful applicants subsequently submitted their final applications to HUD within the established deadline.

The results of this annual competition were announced by HUD on March 28, 2023. The Administrative Entity requests acknowledgement of the official funding allocation awarded to Imperial County CoC CA-613 for fiscal year 2022.

Respectfully,

A handwritten signature in black ink, appearing to read "Diana Rosas".

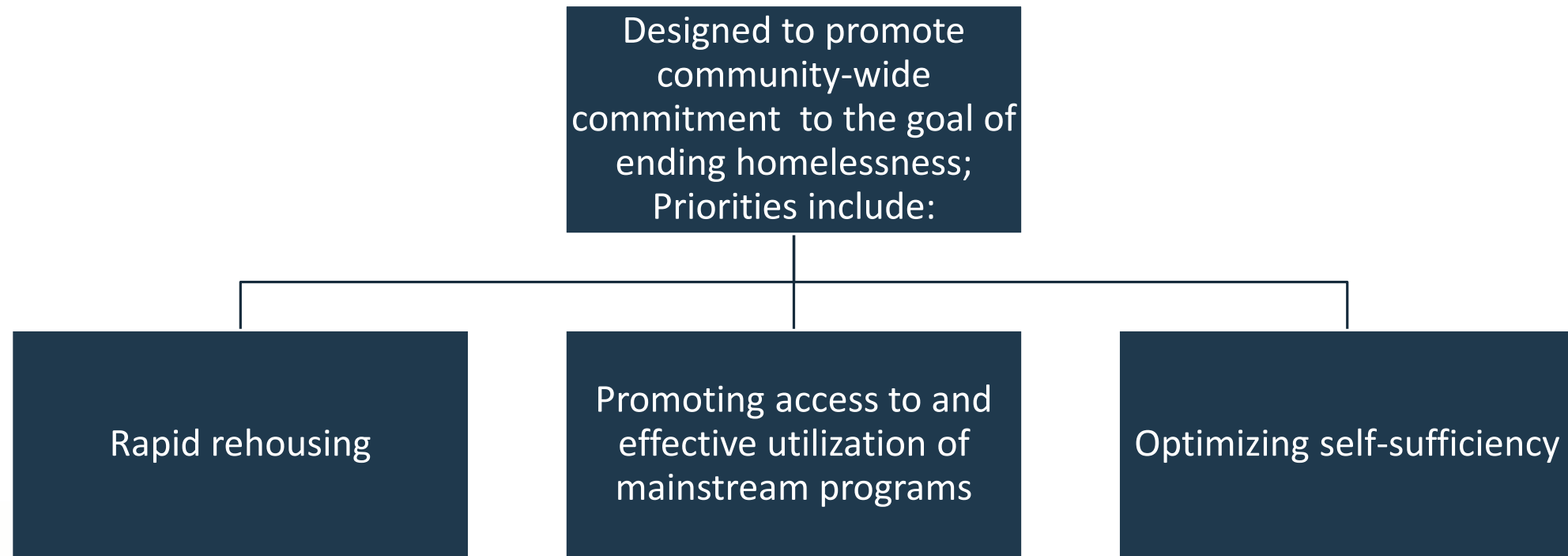
Diana Rosas
Homeless Services Program Manager

U.S. Department of Housing and Urban Development Fiscal Year 2022 Continuum of Care Awards

PRESENTED TO THE IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL
EXECUTIVE BOARD ON JUNE 7, 2023



FY 2022 Notice of Funding Opportunity (NOFO)



Eligibility

- Organization type:
 - Nonprofit organizations
 - State and local governments
- Demonstrate financial and management capacity and experience
- Submit required certificates (e-snaps application)
- Population to be served meets eligibility requirements
- Commitment to use Homeless Management Information System (HMIS) and Coordinated Entry



Obligatory Applications

As the Administrative Entity / Collaborative Applicant, three applications must be submitted on the annual basis.

1.
 - 2022 CoC Program Priority Listing - includes the project applications submitted in the local CoC competition that have been reviewed, assessed, and ranked, or approved according to the local CoC competition process.
2.
 - 2022 CoC Program Planning Application – applicable to the Collaborative Applicant only and not ranked.
3.
 - 2022 CoC Program Consolidated Application – identifies the CoCs planning body, governance structure, strategic planning process and overall performance.

Funding Opportunities for Imperial County

Category	Amount
Renewal Application (Tier 1)	\$ 173,803
Domestic Violence Bonus (Tier 2)	\$ 85,087
CoC Bonus (Tier 2)	\$ 42,543
CoC Planning (CA only)	\$ 25,526
Total	\$ 326,959

* Applicants must match grant funds with no less than 25 percent of funds or in-kind contributions from other sources in accordance to 24 CFR 578.73



Category Description

Category	Description
Renewal (Tier 1)	\$173,503
<i>Standard CoC Renewals</i>	\$173,803 Current grantees can apply to renew existing projects. The CoC can reallocate a portion of these funds to support eligible new projects.
<i>Reallocated Funds</i>	\$TBD The portion of ARD renewal funds that becomes available through voluntary reallocation or reduction in funding or elimination of renewal projects during the local CoC rating and ranking process.
CoC Bonus (Tier 2)	\$42,543 New applications for projects combining housing and healthcare.
Domestic Violence Bonus (Tier 2)	\$85,087 New applications for projects where 100% of the participants are domestic violence or human trafficking survivors.
CoC Planning Grant	\$25,526 Only Collaborative Applicant can apply for these funds.



Recommendations by Executive Board on September 14, 2022

Tier 1 Projects			
Organization	Ranking	Project	Amount
County of Imperial	1	Renewal - IV Cap II 2022	\$44,000
WomanHaven	2	Renewal - WomanHaven RRH 2022-2023	\$121,113
Tier 2 Projects			
Organization	Ranking	Project	Amount
WomanHaven	2	Renewal - WomanHaven RRH 2022-2023	\$8,690
WomanHaven	3	DV Bonus – WomanHaven DV Bonus 2022 Safe Home	\$85,087
County of Imperial	4	CoC Bonus – IV Cap II 2022 Expansion	\$42,543
WomanHaven	5	CoC Bonus – WomanHaven CoC Bonus 2022	\$42,543
Sure Helpline Center	6	DV Bonus – 2022 PH-RRH	\$85,087
County of Imperial	Unranked	CoC Planning Grant	\$25,526



* Scoring & ranking occurred on September 7, 2022

Award Announcement - March 28, 2023

Category	Available	Requested	2022 Awarded	Subrecipient
Renewal Application (RRH)	\$ 129,803	\$ 129,803	\$ 129,803	WomanHaven
Renewal Application (CES)	\$ 44,000	\$ 44,000	\$ 44,000	Imperial County CoC
Domestic Violence Bonus	\$ 85,087	\$ 170,174	\$ -	-
CoC Bonus	\$ 42,543	\$ 85,086	\$ -	-
CoC Planning	\$ 25,526	\$ 25,526	\$ 25,526	Imperial County CoC
Total	\$ 326,959	\$ 454,589	\$ 199,329	



2019 – 2022 Historical Awards

Category	2019	2020	2021	2022
Renewal Application (RRH)	\$ 124,523	\$ 129,503	\$ 129,803	\$ 129,803
Renewal Application (CES)	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000
CoC Planning	\$ 18,352	\$ 21,197	\$ 23,107	\$ 25,526
Total	\$ 186,875	\$ 194,700	\$ 196,910	\$ 199,329



Continuum of Care Consolidated Application

FY 2021 **173** available points

- **113** awarded points
- **65%**

FY 2022 **200** available points

- **149.25** awarded points
- **75%**



Thank you!





IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL



June 7, 2023

Dear Imperial Valley Continuum of Care Council (IVCCC) Executive Board Members:

Requested Action:

Discussion/Action regarding appointment of Marlene Thomas to the Executive Board to fill a current vacancy until the unexpired term of December 31, 2023.

Background

The Executive Board acts on IVCCC's behalf and is representative of the relevant organizations, community members and of projects serving homeless subpopulations within Imperial County. The IVCCC Executive Board is charged with important responsibilities and authorities on behalf of the community of stakeholders. Board composition of a maximum of eleven (11) members and representing an array of community sectors, special needs populations and geographic areas is mandated and in accordance to section 6.04 of the IVCCC Charter.

During the fall of each year, the Administrative Entity (AE) invites individuals and representatives of relevant organizations to become members of the Imperial Valley Continuum of Care (IVCCC) Executive Board. During the call for applications in the fall of 2021, one (1) seat was filled by a representative of a Black, Indigenous, and people of color (BIPOC) organization, identified as a recommended board seat designation within the Charter. The expiration term of this seat is December 21, 2023. On April 5, 2023, the IVCCC received a resignation letter of the representative of this designation.

Pursuant to section 6.07(D) of the IVCCC Charter, in the event of a vacancy, the Executive Board may appoint such qualified person(s) necessary to fill a vacancy. The person(s) appointed shall serve the unexpired term of the previous Board Member, and is subject to re-election by the Board and approval by the full IVCCC voting membership. The IVCCC called for applications to fill this vacancy on May 9, 2023 with a deadline of May 23, 2023. Through this process, the IVCCC received an Executive Board membership application from Marlene Thomas, President and Chief Executive Officer of Imperial Valley Social Justice. The AE reached out to two (2) Executive Board members and one (1) member of the General Membership to review the application, with the AE serving as moderator.

Consistent with section 6.07 of the IVCCC Charter, the AE will be accepting applications in the fall for those seats whose term expires this year. Existing members wishing to be considered must reapply. There are seven (7) seats whose term expires on December 31, 2023.



IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL



Respectfully,

A handwritten signature in black ink that reads "Diana Rosas".

Diana Rosas
Homeless Services Manager

Enclosed: Executive Board Membership Application
 IVCCC Charter



Imperial Valley Continuum of Care Council Executive Board Membership Application

The Imperial Valley Continuum of Care Council (IVCCC) Executive Board is representative of relevant stakeholders, private and public officials, philanthropic representatives, advocates, businesses and service organizations, and projects serving homeless populations. Populations include, but are not limited to, persons with substance use disorders, persons with HIV/AIDS, veterans, the chronically homeless, families with children, unaccompanied youth, persons with serious mental illness, and victims of domestic violence, dating violence, sexual assault, and stalking. The Board includes a representation of key stakeholder groups found within the Imperial County Region.

To become a partner of the IVCCC Executive Board, please complete this Executive Board Membership Application and return it to the Imperial County Social Services Department via e mail to ivcccinquries@co.imperial.ca.us. For more information about the Imperial Valley Continuum of Care Council (IVCCC), please visit the website <https://www.imperialvalleycontinuumofcare.org/>

1. I am interested in participating/representing in the Imperial Valley Continuum of Care Council (IVCCC) Executive Board as an

- ☐ Individual community member
☒ Agency/Organization

Name: Marelene Thomas

Agency/Organization (if applicable): Imperial Valley Social Justice

Title (if applicable): President/CEO

Phone: [REDACTED]

Mailing Address: [REDACTED]

City, State: El Centro, CA

Home Zip Code: 92243

Work Zip Code: 92243

E-mail Address: mthomas92231@yahoo.com

2. If participating as an agency please indicate the type of organization you represent (select all that apply)

- ☒ Homeless/Formerly Homeless Person
- ☐ Nonprofit Homeless Assistance Provider / Public Housing Agency
- ☐ Business Leader / Affordable Housing Developer
- ☐ Veteran
- ☒ Advocate / Organization that serves veterans or homeless/formerly homeless Government /
- ☐ Law Enforcement
- ☐ Victim Service Provider / Social Service Provider
- ☒ Faith-Based Organization
- ☐ School District / University
- ☐ Mental Health Agency / Hospital
- ☒ Representative of a Black, Indigenous, and people of color (BIPOC) organization and/or community representative.

3. If participating as an agency, please indicate the level of decision-making you personally bring to the partnership.

- | | |
|--|--|
| <input type="checkbox"/> No decision-making authority | <input type="checkbox"/> Moderate decision-making authority |
| <input type="checkbox"/> Low decision-making authority | <input checked="" type="checkbox"/> Complete decision-making authority |

Help us understand the value you/your organization or agency brings to the IVCCC Executive Board by answering the following questions. Answers do not need to be in-depth.

4. *The Mission of the IVCCC is to engage individuals and organizations of Imperial County in a community-based process that works to eradicate homelessness in the region, addresses the underlying causes of homelessness, and lessens the negative impact of homelessness on individuals, families, and the community.*

How can you/your organization or agency help the IVCCC Executive Board achieve the Mission?

We are strong advocates for the homeless and underrepresentative. Leaveraging my deep and broad relationships

across the valley with non-profit and faith based organizations
to ensure that disparate voices are brought to the forefront amongst the BIPOC
who may be outside of the majority ethnic groups in the valley.

5. *The goal of the IVCCC is to end homelessness by developing systems that will effectively direct homeless individuals and families to needed resources. Through these resources, individuals and families will have the help to regain dignity and respect while returning to the community as thriving and productive citizens.*

Our goal is also to provide resources that will prevent individuals from entering into homelessness.

How can you/your organization or agency support the IVCCC Executive Board accomplish these goals?

By continuing to be a strong advocate and address the real problem of homelessness such as; mental health, jobs, tiny housing, and affordable housing.

6. *Several individuals and organizations have come together and joined the fight to end homelessness in Imperial County.*

Some of those involved are: law enforcement, hospitals, city, county and state government officials, fire departments, educational institutions, shelters, non-profit organizations, faith based organizations, along with concerned and interested individuals within the Imperial Valley, just to name a few.

How can you/your organization or agency strengthen this collaborative effort?

Being as voice for the unheard on the IVCCC Board, and establish trust hope, and results among the homeless population."

7. The focus of the IVCCC is on Community. We address community concerns addressing homelessness, while improving the conditions that suffocate community growth, achieved through collaborations, trainings, services, and hard work.

The IVCCC Executive Board believes it is time for Imperial County recognition as the place where its culture and diversity are enjoyed and shared.

How can you/your organization or agency highlight this focus?

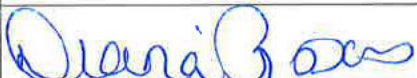
"Imperial Valley Social Justice Committee is a grassroots organization committed to Social change through civic engagement. Our organization has a proven record of bridging the gap of culture and diversity, and inclusion in the private and non-profit sector."

Thank you for your interest in the IVCCC Executive Board.

Please submit this application to the Imperial County Social Services Department via e-mail to ivcccinquiries@co.imperial.ca.us.

Executive Board Membership Application Evaluation

Do Not Mark Below This Line – For Evaluation Committee Only

Criteria	Score (5 = Best)				
	1	2	3	4	5
If participating as an agency, does this applicant close a gap?					4.7
If participating as an agency, does this applicant bring the level of decision-making necessary to the partnership?					4.7
Does the applicant/organization or agency help the IVCCC Executive Board achieve its Mission?					4.7
Does the applicant/organization or agency support the IVCCC Executive Board accomplish its goals?					4.7
Does the applicant/organization or agency strengthen the collaborative effort?					4.7
Does the applicant/organization or agency highlight the IVCCC focus?				4	
Column Total					
	Application Total (30 Points Possible)				
	27.5				
Nomination Committee Decision		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Not at this time		

Committee Lead Signature and Date

4/1/23



Imperial Valley Continuum of Care Council Charter

Prepared by the Executive Board of the IVCCC
in consultation with the County of Imperial, as
the HMIS lead and collaborative applicant

Amended November 2, 2022

This document summarizes the Responsibilities and Authorities for
Operation and Governance of the Imperial Valley Continuum of Care Council
(IVCCC) by the Executive Board of the IVCCC.

Imperial Valley Continuum of Care Council Charter

Table of Contents

RECITALS	6
ARTICLE I. IMPERIAL VALLEY CoC GEOGRAPHIC AREA	6
1.01. GEOGRAPHIC AREA	6
ARTICLE II. ESTABLISHMENT OF THE CoC	6
2.01. OVERVIEW	6
ARTICLE III. MISSION AND PURPOSE	6
3.01. MISSION	6
3.02. SPECIFIC PURPOSES	6
ARTICLE IV. RESPONSIBILITIES OF THE IVCCC	7
4.01. OPERATING THE CoC	7
4.02. CoC PLANNING	8
4.03. DESIGNATING AND OPERATING HMIS	8
4.04. PREPARING APPLICATIONS FOR FUNDS	8
4.05. ADDITIONAL RESPONSIBILITIES	9
4.06. LIMITATIONS	9
ARTICLE V. IVCCC MEMBERSHIP	9
5.01. STAKEHOLDERS	9
5.02. APPLICATION PROCESS	9
5.03. MEMBER RESPONSIBILITIES	10
5.04. MEMBERSHIP	10
5.05. MEETINGS AND MEETING SCHEDULE	11
5.06. ANNUAL MEETING	11
5.07. SPECIAL AND EMERGENCY MEETINGS	11
5.08. MEETING NOTICES	11
5.09. VOTING	11
5.10. MEETING MINUTES	11
5.11. PARLIAMENTARY PROCEDURE	12
ARTICLE VI. IVCCC EXECUTIVE BOARD	12
6.01. OVERVIEW	12
6.02. ESTABLISHMENT OF GOVERNANCE BOARD	12

Imperial Valley Continuum of Care Council Charter

6.03.	BOARD RESPONSIBILITIES	13
6.04.	BOARD COMPOSITION	13
6.05.	BOARD MEMBER SELECTION PROCESS	14
6.06.	BOARD MEMBER SELECTION CRITERIA	14
6.07.	BOARD ELECTIONS AND TERMS OF OFFICE	14
6.08.	BOARD CODE OF CONDUCT	15
6.09.	GENERAL CONDUCT	15
6.10.	STEWARDSHIP OF RESOURCES.....	15
6.11.	PROTECTION OF CONFIDENTIAL INFORMATION	15
6.12.	PUBLIC STATEMENTS AND MEDIA RESPONSE	15
6.13.	REVIEW OF VIOLATION OF THE CODE OF CONDUCT CHARGES.....	15
6.14.	BOARD LEADERSHIP	16
6.15.	DOCUMENTATION.....	16
6.16.	RESPONSE OF THE BOARD TO COMMUNITY CONCERNS/OBLIGATION TO REPORT	16
6.17.	ABILITY TO CONDUCT BUSINESS/DEBARMENT OR SUSPENSION	16
6.18.	CONFLICT OF INTEREST AND RECUSAL POLICY	16
6.19.	FINANCIAL CONFLICTS OF INTEREST - GIFTS.....	17
6.20.	RESTRICTIONS ON PROCUREMENT AND PROVISION OF SERVICE	18
6.21.	RECUSAL POLICY.....	18
6.22.	OBLIGATION TO DECLARE POTENTIAL CONFLICT OF INTEREST	18
6.23.	TERMINATION POLICY.....	18
	ARTICLE VII. ADVISORY COMMITTEES.....	18
7.01.	COMMITTEES, TASK GROUPS, AND LIAISONS.....	18
7.02.	STANDING ADVISORY COMMITTEES.....	19
7.03.	TASK GROUPS.....	20
	ARTICLE VIII. EMPLOYMENT STATUS	20
8.01.	OVERVIEW	20
	ARTICLE IX. STRUCTURE	21
9.01.	DESIGNATING HMIS LEAD	21
9.02.	SELECTION OF COLLABORATIVE APPLICANT	21
9.03.	DESIGNATED POINT OF CONTACT.....	21

Imperial Valley Continuum of Care Council Charter

ARTICLE X. RELATIONSHIPS WITH OTHER HUD-FUNDED CONSTITUENCIES.....	21
10.01. ESG ENTITLEMENT AREAS	21
10.02. IVCCC LEADERSHIP IN OTHER JURISDICTIONS	22

Imperial Valley Continuum of Care Council Charter

KEY WORDS

Acronym	Literal Translation
BIPOC	Black, Indigenous, and People of Color
CES	Coordinated Entry System
CoC	Continuum of Care
ESG	Emergency Solutions Grant
ESG-BOS	Emergency Solutions Grant – Balance of State
HEARTH	Homeless Emergency Assistance and Rapid Transition to Housing Act
HMIS	Homeless Management Information System
HUD	U.S. Department of Housing & Urban Development
IVCCC	Imperial Valley Continuum of Care Council

Imperial Valley Continuum of Care Council Charter

RECITALS

NAME: Imperial Valley Continuum of Care Council (IVCCC)

ADDRESS: The IVCCC is located in the County of Imperial within the State of California. The IVCCC office of record will be the address and point of contact of the identified HUD Collaborative Applicant. Currently: Imperial County Department of Social Services, 2995 S. Fourth Street, El Centro, CA 92243

ARTICLE I. IVCCC GEOGRAPHIC AREA

1.01. GEOGRAPHIC AREA

The IVCCC geographic area includes all of the geography within the County of Imperial, including seven (7) incorporated cities, eight (8) unincorporated communities, and all other unincorporated areas. The physical bounds of this geography are consistent with the boundaries inclusive of these areas. These boundaries contain other Housing and Urban Development (hereinafter referred to “HUD”) designated program components.

ARTICLE II. ESTABLISHMENT OF THE IVCCC

2.01. OVERVIEW

The U.S. Department of Housing and Urban Development (HUD) charges communities that receive funds under the Homeless Continuum of Care Program (hereinafter referred to as “CoC Program”) of the Homeless Emergency Assistance and Rapid Transition to Housing Act (HEARTH Act) with specific responsibilities. The Code of Federal Regulations (24 C.F.R. Section 578.3) defines a Continuum of Care (CoC) as *“the group organized to carry out the responsibilities required under this part and that is composed of representatives of organizations, including nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons to the extent these groups are represented within the geographic area and are available to participate.”* Relevant organizations in the Imperial Valley CoC Region established the Imperial Valley Continuum of Care Council (IVCCC) in 2005, originally known as Imperial County Regional Taskforce on Homelessness, followed by the name change to Imperial Valley Homeless Taskforce in 2013, to the current name of IVCCC, so designated by the IVCCC Executive Board. The IVCCC serves as the CoC coordinating body acknowledged by HUD.

Planning and operations of the Imperial Valley CoC have historically been facilitated through the IVCCC, an unincorporated association as defined under Section 18035 of the California Corporations Code. As a result, the general operations of the CoC have been guided through the Bylaws, structure, and action of the IVCCC.

ARTICLE III. MISSION AND PURPOSE

3.01. MISSION

The mission of the Imperial Valley Continuum of Care Council (IVCCC) is to engage organizations in a community-based process that works to end homelessness for all individuals and families throughout the region, to address the underlying causes of homelessness, and to lessen the negative impact of homelessness on individuals, families, and communities.

3.02. SPECIFIC PURPOSES

In 2016, the IVCCC began a transformation to expand membership, seat an inaugural Governance Board, facilitate compliance with new federal regulations and guidelines, and address local gaps in community coordination and

Imperial Valley Continuum of Care Council Charter

planning. As such, the IVCCC outlines below the responsibilities and authorities of the different components that make up the IVCCC including: IVCCC membership, advisory committees, and the governance board.

A. Collaboration: The governance board and members of the IVCCC will work together to achieve common purposes:

1. Promote community-wide commitment to the goal of ending homelessness in Imperial County;
2. Provide opportunity for regional coordination and inter-agency collaboration;
3. Promote access to and effective utilization of mainstream programs by homeless individuals and families;
4. Promote the strategic use of available resources;
5. Inform local planning processes;
6. Inform stakeholders of actions impacting homelessness;
7. Advocate for the homeless in areas where they have limited access;
8. Ensure availability of a 'Continuum of Care' region-wide that meets requirements under Part 578 of Title 24 of the Code of Federal Regulations;
9. Coordinate responses to funding opportunities for housing assistance for the homeless;
10. Work on specific goals established in applications for funding; and
11. Optimize self-sufficiency among individuals and families experiencing homelessness.

B. Actions: The IVCCC will:

1. Foster the plan for a permanent system focused on ending homelessness;
2. Help to ensure access for homeless persons to quality services and facilities in all phases of the Continuum of Care system;
3. Work to coordinate services throughout the region to ensure that each special needs population has access to services;
4. Provide a seamless system of care for transition from the street to permanent housing;
5. Support development of a regional strategic plan to address homelessness in the Imperial Valley Region;
6. Establish and evaluate standards and service targets with an eye for continuous improvement; and
7. Actively recruit new and diverse membership.

ARTICLE IV. RESPONSIBILITIES OF THE IVCCC

4.01. OPERATING THE CoC

The IVCCC will:

- A. Hold meetings of the Executive Board with published agendas, monthly, or at least quarterly. Hold meetings of the full membership, with published agendas at least quarterly;
- B. Issue public invitation for new members to join at least annually;
- C. Follow and update annually a governance charter;
- D. Continue development of governance charter to include all procedures and policies including those required by all funding sources including written standards for funding assistance, strategic planning project evaluation, and Homeless Management Information System (HMIS) requirements;
- E. Follow '*Board Member Selection Process*' hereto outlined in Section 6.05 to select a board to act on behalf of the Continuum of Care. The process will be reviewed, updated (as applicable), and approved annually by the Continuum as part of its charter;
- F. Select organization(s) to assume operational responsibilities including HUD CoC Program Collaborative Applicant, HMIS Lead, Staff, Project Monitoring, and preparing the HUD IVCCC Application;
- G. Appoint Advisory Committees, subcommittees, or workgroups;

Imperial Valley Continuum of Care Council Charter

- H. Consult with recipients and sub-recipients to establish performance targets appropriate for population and program type, monitor recipient and sub-recipient performance, evaluate outcomes, and take action against poor performers;
- I. Evaluate outcomes of projects funded under the Emergency Solutions Grants (ESG) program and the Continuum of Care program, and report to HUD and other funding entities, as required;
- J. In consultation with recipients of HUD CoC Program and Emergency Solutions Grants program funds within the Imperial Valley Region, establish and operate a centralized or coordinated assessment system that complies with any noticed requirements established by HUD; and
- K. In consultation with recipients of HUD CoC Program and Emergency Solutions Grants program funds within the Imperial Valley Region, establish and consistently follow written standards for providing Continuum of Care assistance.

4.02. CoC PLANNING

To serve as the regional coordinating body to end homelessness in the Imperial Valley Region, the IVCCC will:

- A. Coordinate the implementation of an effective housing and service system including outreach, engagement, assessment, prevention, shelter, housing, and supportive services within the Imperial Valley Region;
- B. Plan for and conduct an annual Point-In-Time (PIT) Count of homeless persons within the Imperial Valley Region;
- C. Conduct an annual gaps analysis of the homeless needs and services available within the Imperial Valley Region;
- D. Provide information required to complete the Consolidated Plan(s) within the Imperial Valley Region; and
- E. Consult with State and local government Emergency Solutions Grants program recipients within the Imperial Valley Region on the plan for allocating Emergency Solutions Grants program funds and reporting on and evaluating the performance of Emergency Solutions Grants program recipients and sub-recipients.
- F. Develop an emergency transfer plan for the CoC.

4.03. DESIGNATING AND OPERATING HMIS

The IVCCC will:

- A. Designate a single Homeless Management Information System for the Imperial Valley Region;
- B. Designate an eligible applicant to manage the Continuum's HMIS, known as the HMIS Lead;
- C. Review, revise, and approve (i) privacy, (ii) security, and (iii) a data quality plan for the HMIS;
- D. Ensure consistent participation of recipients and sub-recipients in the HMIS; and
- E. Ensure the HMIS is administered in compliance with requirements prescribed by HUD.

4.04. PREPARING APPLICATIONS FOR FUNDS

The IVCCC will:

- A. Design, operate, and follow a collaborative process for development of applications for funding;
- B. Approve submission of applications in response to a HUD CoC Program notice of funding availability (NOFA) among other funding opportunities;
- C. Establish priorities for funding projects;
- D. Ensure that only one application for HUD CoC Program funds be submitted and collect and combine required application information from all approved projects within Imperial Valley Region; and
- E. Seek and secure funding for IVCCC operations and infrastructure, including but not limited to HUD Planning Grant funds.

Imperial Valley Continuum of Care Council Charter

4.05. ADDITIONAL RESPONSIBILITIES

The IVCCC shall have additional responsibilities, including but not limited to:

- A. Establish the *COC Lead* for purposes of HUD and other applications (See Designated Point of Contact, Article IX)
- B. Engage organizations in a community-based process;
- C. Convene regular meetings of interested stakeholders;
- D. Work to address the underlying causes of homelessness;
- E. Lessen the negative impact of homelessness on individuals, families, and communities;
- F. Promote a region-wide IVCCC ;
- G. Foster collaboration;
- H. Develop a permanent system to end homelessness;
- I. Provide access to quality services region-wide;
- J. Ensure access to services to all subgroups;
- K. Ensure access to a full range of services from street outreach to permanent housing;
- L. Facilitate sharing of provider expertise and intervention strategies;
- M. Create, inform, and support the development of regional plans;
- N. Provide a consistent source of data regarding the needs for homeless persons;
- O. Educate stakeholders about regulatory actions and other conditions impacting the IVCCC ;
- P. Advocate for policies and essential services that promote fair housing, client well-being, and rights and protections under the law;
- Q. Assist homeless service providers in acquiring funds dedicated to homelessness.
- R. Ensure the system is designed with an equity framework to address racial disparities and other inequities.

4.06. LIMITATIONS

- A. The IVCCC will not engage in activities in favor or against any political campaign on behalf of candidates for public office, except as the law affords to as the rights and privileges of its members; and
- B. The IVCCC will not convene members to conspire or to promote the support of activities that are deemed illegal activities under the law.

ARTICLE V. IVCCC MEMBERSHIP

5.01. STAKEHOLDERS

The IVCCC shall garner community-wide commitment to ending and preventing homelessness in all parts of the region through inclusion of representation from the entire Imperial County geographic area. In addition to the entities identified in 24 C.F.R. Section 578.5, IVCCC membership includes a variety of other community stakeholders to the extent that they are invested in ending homelessness in the Imperial Valley Region. Examples of additional stakeholders include private foundations, philanthropists, fraternal organizations, employment development, organized labor, and private health service organizations.

5.02. APPLICATION PROCESS

Interested organizations, stakeholders, and individuals can join the IVCCC by attending a regularly scheduled meeting, completing a membership application, and committing to participate in the work of the IVCCC to achieve stated purposes and goals. IVCCC members obtain and retain voting privileges through attendance and participation in accordance with established policies.

Imperial Valley Continuum of Care Council Charter

New Organizational Members-complete the-membership application that identifies the components of the IVCCC work that the organization will participate in. An organization can be represented by the Executive Director listed in the general membership application. In addition, each organization may designate up to three (3) persons annually who are authorized to represent the organization at the IVCCC meetings. Any one organization can only have one vote. In the case of County of Imperial departments, each department is considered a single organization and may also designate up to three (3) persons authorized to represent the department at CoC meetings; each department can only have one vote.

An organization representative may represent only one organization. Individuals may also become members of the IVCCC. However, Individual Members may not designate additional persons to represent them. Individuals who have a recognized role in a member organization (such as employees, board members, consultants, or current service recipients) may become individual members of the IVCCC but may not vote. Individuals with formal organizational affiliations such as those noted above may be selected to represent the organization with which they are affiliated. This provision creates an opportunity for individual stakeholders to participate in the IVCCC without duplicating organizational representation.

5.03. MEMBER RESPONSIBILITIES

IVCCC Member and Stakeholder responsibilities include:

- A. Review and approve Governance Charter and all amendments at least annually;
- B. Attend annual and quarterly meetings;
- C. Ratify full slate of Governance Board Members annually;
- D. Voluntarily participate on Advisory Committees; and
- E. Elect Full Membership Liaison Representative from the Board

5.04. MEMBERSHIP

- A. Membership is open to organizations and individuals who support the IVCCC's mission. Those seeking membership must complete an application and submit their application to the IVCCC for review and processing. At the next regularly scheduled meeting of the IVCCC, all membership requests from organizations or individuals made at the prior meeting will be assumed as valid for purposes of determining voting rights.
- B. There shall be two categories of IVCCC members: Organizational members, and Individual Members.
- C. All Members shall have the right to speak at meetings; to vote on matters before the IVCCC, subject to the voting privileges set forth herein Section 5.10; and to participate in IVCCC activities.
- D. There will be an unrestricted number of Organizational Members. However, only one (1) representative from each Organization Member may vote on behalf of that organization on any given issue; representatives are based on authorization from the organization. Each organization shall indicate in writing the names of up to three (3) persons annually who may represent the organization. There will be an unrestricted number of individual or community-at-large members representing the general community. However, any such members must reside in Imperial County and may not be

Imperial Valley Continuum of Care Council Charter

involved with Organizational Members as employees, board members, consultants, or current contractors.

- E. All IVCCC members are encouraged to actively recruit additional membership engaged in ending homelessness in Imperial Valley.

5.05. MEETINGS AND MEETING SCHEDULE

- A. Meetings of the IVCCC shall be subject to the Ralph M. Brown Act. All meetings shall be open to the public, except as otherwise permitted by law. Any person who attends an IVCCC meeting may be asked to leave if the person is verbally or physically disruptive.
- B. The IVCCC annual calendar will establish a regular meeting day, time, and location and will follow for the calendar year.
- C. The full membership shall convene at least quarterly for the purpose of transacting the business of the IVCCC.

5.06. ANNUAL MEETING

- A. Full IVCCC membership shall meet annually to ratify the roster of new Executive Board Members, elect the Member Liaison Board Representative, review and approve Governance Charter, and receive annual meeting calendar.

5.07. SPECIAL AND EMERGENCY MEETINGS

- A. Special meetings of the IVCCC may be requested and notice provided by email to each Member at least 48 hours prior to the meeting.
- B. Special and emergency meetings of the IVCCC may be called at any time by the Governance Board or upon the request by five (5) or more Members.

5.08. MEETING NOTICES

- A. An annual calendar of regular quarterly meetings shall be presented at the annual meeting and shall be distributed to all Members electronically and published in the IVCCC website.
- B. The notice of annual meeting shall be published on the IVCCC website and distributed electronically to all Members at least seventy-two (72) hours prior to the scheduled meeting.

5.09. VOTING

- A. At all meetings of the IVCCC, Members who have met attendance requirements set forth by the IVCCC may vote. Voting privileges are limited to one vote per member, in accordance with attendance policies.
- B. In the interest of informed decision-making, each Organizational Member may designate up to three persons annually to represent such organization at IVCCC Meetings. Only attendance by one of the designated representatives is considered in meeting the attendance requirement associated with voting privileges (Sec 5.04.E). Organizations must submit a revised membership application upon changes of designated representatives.
- C. Each Organizational Member and Individual Member may have only one vote for any one motion on the floor, except items that alter the Governance Charter, or specified in this Governance Charter, a majority of votes shall carry or defeat a motion regarding general business.
- D. Voter privileges are extended to those Individual Members and Organizational Members that have been represented by a designated Member at two (2) of the most recent four (4) full membership meetings.
- E. New Members must have attended at least one (1) meeting before being eligible to vote.

Imperial Valley Continuum of Care Council Charter

- F. Upon ratification of this charter new voting privileges became effective. Existing IVCCC members who have secured voting privileges under previous rules will maintain privileges for the first meeting.
- G. Votes may be conducted electronically when permission is granted by the full body or when 'time is of the essence' and delay or failure to act would prevent compliance with regulations of governing or funding sources or substantially impair the implementation /achievement of IVCCC approved goals and objectives.
- H. All Members must declare any conflict of interest they or their organization has on any voting issue. Organizational Members and Individual Members shall abstain from voting on any issue in which they, or their organizations, have a conflict of interest.
- I. The Governance Charter may be amended upon majority vote of the members of the full IVCCC who are eligible to vote who are present at a meeting called for such purpose, provided that notice is given provided seven (7) calendar days prior to the meeting. Any such vote shall be conducted in accordance with the established Policies and Procedures of the IVCCC. Absentee voting is not permitted.

5.10. MEETING MINUTES

- A. Minutes of the meetings will be produced and maintained by IVCCC staff or other individual/entity designated by the IVCCC.
- B. Meeting minutes shall be electronically distributed to all IVCCC Members and posted on the IVCCC website.

5.11. PARLIAMENTARY PROCEDURE

- A. Robert's Rules of Order Abridged-Revised will guide the process during all meetings of the IVCCC.

ARTICLE VI. IVCCC EXECUTIVE BOARD

6.01. OVERVIEW

The Executive Board acts on IVCCC's behalf and is representative of the relevant organizations, community members and of projects serving homeless subpopulations within the Imperial Valley Region. The IVCCC Executive Board is charged with important responsibilities and authorities on behalf of the community of stakeholders. Representation of a broader array of stakeholders on the IVCCC Executive Board will enhance the capacity to coordinate and leverage resources from various community sectors throughout the Imperial Valley Region. To this end, the IVCCC will strategically comprise an Executive Board that represents the array of stakeholders, the diverse geographic sub-regions, and the constituency for whom each seat is designated. Section 578.5 (b) of Title 24 of the Code of Federal Regulations requires the board be representative of the relevant organizations and of projects serving homeless subpopulations within the Continuum of Care's geographic area, and include at least one homeless or formerly homeless individual.

6.02. ESTABLISHMENT OF GOVERNANCE BOARD

- A. The IVCCC has established an Executive Board to be representative of the relevant stakeholders, private and public officials, philanthropic representatives, advocates, businesses and service organizations and projects serving homeless subpopulations. Subpopulations include but are not limited to persons with substance use disorders; persons with HIV/AIDS; veterans; the chronically homeless; families with children; unaccompanied youth; persons with serious mental illness; and victims of domestic violence, dating violence, sexual assault, and stalking. The Board will include a representation of key stakeholder groups found within the Imperial Valley Region.
- B. One board member may represent more than one subpopulation or affiliation.
- C. The board shall include at least one homeless or formerly homeless individual
- D. The board shall encourage the participation of a veteran.

Imperial Valley Continuum of Care Council Charter

- E. Seats will be designated by affiliation, community sector, subpopulation, and geography.
- F. Board leadership will consist of a chair, vice-chair and secretary.
- G. The Executive Board is instituted as an unincorporated association. Any change to formal legal structure would require amendment to the governance charter.

6.03. BOARD RESPONSIBILITIES

The Board has authority not retained by the membership in the charter including the following:

- A. Regional Planning: Set regional goals and priorities for ending homelessness in the Imperial Valley;
- B. Monitor Performance: Monitor community progress in ending homelessness in the Imperial Valley Region;
- C. Establish and monitor HUD CoC and ESG project performance targets and metrics;
- D. Approve IVCCC policies: Including HUD CoC and ESG funding recommendations and written standards for providing assistance;
- E. Approve Selection of and provide direction to: HUD Collaborative Applicant, and HMIS Lead;
- F. Select Executive Board Members annually and fill vacancies; subject to the Executive Board composition, member selection, membership ratification and related requirements set forth in Sections 6.04 through 6.07 below.
- G. Fundraise: Authorize grant applications; raise and allocate funds; approve sustainability plans; and
- H. Ensure that relevant organizations and projects serving various homeless subpopulations are represented in planning and decision-making.
- I. Build community awareness inclusive of the needs of all homeless populations found in the region.
- J. The Board has no authority to act contrary to this Charter, contrary to any applicable law, rule or regulation, or beyond the mission of the IVCCC as set forth in Article III of this Charter.

6.04. BOARD COMPOSITION

- A. The IVCCC Executive Board shall have a minimum of seven (7) and maximum of eleven (11) members. An odd number of members is encouraged.
- B. Members must be able to represent an array of community sectors, special needs populations, and geographic areas throughout the region. Board members can represent different categorical sectors and not just one specific sector/population.
- C. Board seat designations may include:
 - 1. Homeless/Formally Homeless Person
 - 2. Nonprofit Homeless Assistance Provider / Public Housing Agency
 - 3. Business Leader / Affordable Housing Developer
 - 4. Veteran
 - 5. Advocate / Organization that serves veterans or homeless/formerly homeless
 - 6. Government / Law Enforcement
 - 7. Victim Service Provider / Social Service Provider
 - 8. Faith-based Organization
 - 9. School District / University
 - 10. Mental Health Agency / Hospital
 - 11. Representative of a Black, Indigenous, and people of color (BIPOC) organization and/or community representative.

Imperial Valley Continuum of Care Council Charter

6.05. BOARD MEMBER SELECTION PROCESS

- A. A Nominating Committee will be created to reach out to potential candidates to confirm willingness to serve and verify qualifications. Nominating Committee members may not nominate themselves and shall not be eligible to be nominated;
- B. Nominations for Executive Board Members will be accepted from Full IVCCC Membership;
- C. Executive Board Member applications shall be accepted in the Fall of each year in order to establish the new Executive Board composition by January of the following year.
- D. Results of nominations are reviewed by the Nominating Committee to ensure that adequate representation is available for each of the required constituencies (community sectors, subpopulations, geography);
- E. The Board will select nominees annually based on recommendations of the Nominating Committee and fill vacancies as needed;
- F. The full IVCCC voting membership shall be asked to ratify the slate of new Board Members in its entirety at the annual meeting, assumed to be in December of each year, unless an alternate month is selected by sitting Executive Board
- G. Board composition is reviewed annually;
- H. Members of the Board serve as liaisons to other community stakeholders;
- I. Election of the Board Members should be staggered to ensure continuity; one third will be up for election each year.
- J. Regular attendance and participation in board activities is required. Members of the Executive Board must actively participate in 50% of meetings each year and not be absent for three (3) consecutive meetings in order to remain in good standing. Members failing to meet the attendance and participation standard shall be subject to removal and replacement.

6.06. BOARD MEMBER SELECTION CRITERIA

IVCCC Board Members are selected to represent various constituencies. In order to adequately represent that constituency, Board Members shall meet basic qualifications including the following:

- A. Meet eligibility to be a voting Member;
- B. Have sufficient knowledge and a working relationship with the constituency group;
- C. Demonstrate capacity to read and assess detailed information;
- D. Possess ability to work effectively on a team;
- E. Acknowledge and embrace the benefit of the IVCCC as a whole, wholeheartedly supporting the mission of IVCCC
- F. Make the commitment to meet the timelines/demands of funding sources;
- G. Acknowledge and respect the rights of homeless persons; and
- H. Be eligible to conduct business with a governmental entity (i.e., not debarred or suspended).

Other criteria can also be presented in the Board Members application to support knowledge and experience working with individuals experiencing homelessness, at risk of homelessness and/or agencies who provide homeless services.

6.07. BOARD ELECTIONS AND TERMS OF OFFICE

- A. Except as provided for in Section 6.05 (E), Board membership is determined annually by election by a majority vote of the existing Board Membership, and by the full IVCCC voting Membership at its annual meeting.
- B. Upon placement on the Executive Board, Board Members who are not current IVCCC members will be required to join the IVCCC as a voting Member.

Imperial Valley Continuum of Care Council Charter

- C. Except for the initial Governance, Board members will serve three-year terms subject to re-election with one third of the seats subject to election each year. The representative seats on the Executive Board will also serve as liaisons to Advisory Committees and other community groups whose primary purpose is to address homelessness.
- D. In the event of a vacancy, the Executive Board may appoint such qualified person(s) necessary to fill the vacancy. The person(s) appointed shall serve the unexpired term of the previous Board Member, and is subject to re-election by the Board and approval by the full IVCCC voting membership.
- E. January 1, to December 31 would be considered as the actual Executive Board annual year of service.

6.08. BOARD CODE OF CONDUCT

The members of the IVCCC Board are entrusted with specific responsibilities related to use of public funds invested in addressing a serious community concern, homelessness. Members are expected to observe the highest standards of ethical conduct in the execution of these responsibilities.

In the performance of their duties, IVCCC board members are expected to carry out the mandate of the IVCCC to the best of their ability, and to maintain the highest standards of integrity for actions with other members of the board, IVCCC representatives, service recipients, service providers, and members of the public.

6.09. GENERAL CONDUCT

Members of the board are expected to conduct themselves with courtesy and respect, without harassment, physical or verbal abuse.

Personal relationships should not result in special considerations, including bias or favoritism, which influences the performance of their official duties in a manner contrary to the interest of the broader IVCCC.

Board members are expected to exercise adequate control and supervision over matters for which they are individually responsible.

6.10. STEWARDSHIP OF RESOURCES

Board members must assure that the resources entrusted to them are used for conducting official business only. Member of the IVCCC Board must abide by the Conflict of Interest Policies established for board operations.

6.11. PROTECTION OF CONFIDENTIAL INFORMATION

In line with the rules and By Laws of the IVCCC, Board Members have a responsibility to protect any confidential information provided to, or generated by, the activities of the Board. Board Members of the board shall not use confidential information of the IVCCC for any purpose or disclose such confidential information to any third party, except as necessary to perform their duties and responsibilities as members of the Governance Board.

6.12. PUBLIC STATEMENTS AND MEDIA RESPONSE

Members of the Board shall refrain from making public comments or speaking to the media on behalf of the IVCCC, unless the Governance Board has empowered them to speak on the group's behalf. When making public statements or speaking to the media on issues related to homelessness, members of the Board shall make clear whether they are speaking in their own name or on behalf of the IVCCC.

6.13. REVIEW OF VIOLATION OF THE CODE OF CONDUCT CHARGES

When an allegation of misconduct is received by the Governance Board, an Ethics Review Committee will be assembled. This committee may not exceed 5 members, and must include a minimum of two persons from the official IVCCC membership. The Ethics Review Committee shall conduct a review of the matter and make a

Imperial Valley Continuum of Care Council Charter

recommendation to the Executive Board for resolution. The Executive Board shall not be bound by the Ethics Review Committee's recommendation.

If requested by a majority, the committee may also give guidance to the IVCCC concerning other aspects of conduct, including actions of staff, consultants or other persons charged with implementation of duties relative to the responsibilities of the board.

6.14. BOARD LEADERSHIP

At their first scheduled meeting each year, the board will select a chair to preside over the meeting, and vice-chair to conduct meetings in the absence of the board chairperson. The vice-chair will preside over the meeting and officiate business in circumstances where the conduct of the chair has been formally challenged, or in instances when the chair must recuse him/herself. The Board will also select a Secretary who shall will record minutes of all Board meetings, keep record of all policies, maintain calendar and records.

Robert's Rule of Order Abridged-Revised will guide the process during all meetings. The IVCCC chair has the ability to vote on action items requiring Board approval, however, the chair should only exercise his voting right in the event of a tie.

6.15. DOCUMENTATION

The IVCCC shall conduct and transact business in a fair and transparent manner. To this end, the Board shall maintain records of the IVCCC actions, consideration, and decisions and make them available to members of the public in accordance with the Public Records Act for the State of California. Except in unusual circumstances or as required to protect the board, the IVCCC, or member agencies from pending legal action, meetings of the board will be open to members of the public wishing to observe. If a visitor to a board meeting is verbally or physically disruptive to the proceedings, they may be asked to leave.

6.16. RESPONSE OF THE BOARD TO COMMUNITY CONCERNS/OBLIGATION TO REPORT

Upon receipt of a written concern, the IVCCC executive board IVCCC, the chairperson in consultation with one additional board member who is assigned to that duty, and the Chair of the Ethics Committee will determine what action to take. The Chairperson must report complaints and actions to the Governance Board monthly. Members must exercise adequate control and supervision over matters for which they are individually and collectively responsible, and shall take such measures as are necessary and appropriate in considering the concerns of the community.

6.17. ABILITY TO CONDUCT BUSINESS/DEBARMENT OR SUSPENSION

Members of the IVCCC Board must be eligible to transact business with federal, state, and local government. At the time of nomination and at least annually thereafter, potential members of the board must be cleared through the public registry listing persons and businesses that are barred from, or suspended from transacting business with federal, state, or local government.

6.18. CONFLICT OF INTEREST AND RECUSAL POLICY

- A. No Member of the IVCCC shall vote on, and may not participate in, any matter which creates a conflict of interest, as defined in this Section. If a voting Member has a conflict of interest, that Member shall recuse his or herself from the vote. Voting Members shall recuse themselves from the decision-making or evaluation process when a conflict of interest exists.
- B. The IVCCC voting Membership shall conduct decision-making in accordance with 24 CFR parts 84 or 85 for non-profit organizations and state, local, and government agencies that receive federal funds. The IVCCC voting Member must also meet the conditions set forth in the Interim Rule, section 578.95(b).

Imperial Valley Continuum of Care Council Charter

- C. To assure compliance with these regulations, the IVCCC establishes policy to protect against conflicts of interest that may arise among board members or organizational agents for their personal or organizational benefit in excess of a minimal value.
- D. No voting Member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to that individual or to any organization that the voting Member has any financial interest or is otherwise employed or directly affiliated.
- E. An Organizational Member conflict of interest arises when, because of activities or relationships with other persons or organizations, the recipient or sub-recipient is unable or potentially unable to render impartial assistance in the provision of any type or amount of assistance under this part, or when an individual's or an entity's objectivity in performing work with respect to any activity assigned under this part is or might be otherwise impaired.
- F. An Organizational Member conflict of interest arises when a Board Member is also specifically associated with an applicant organization and participates in any decision of the Board or other entity concerning the award of a grant, or provision of other financial benefits to the organization that such member represents. It would also arise when an employee, recent employee, board member, or family member of a recipient or sub-recipient organization participates in the tasks associated with making reasonable and objective determinations in carrying out the responsibilities of the board. Examples of conflict of interest include the determination of rent reasonableness under § 578.49(b) (2) and § 578.51(g); housing quality inspections of property under § 578.75(b) that the recipient, sub-recipient, or related entity owns; participation in ongoing business ventures /partnerships, or participation in evaluation determination of awards.
- G. Recommendations may include items that present a conflict of interest for the majority of Governance Board members. In such cases, the recommendation comes to the full IVCCC membership for ratification. Actions brought for ratification may be rejected / appealed by the full IVCCC membership if the Governance Board was not authorized to consider and bring forward a recommendation; if the action is not permitted, or if the action otherwise violates regulations or laws governing the issue under consideration. A call for rejection or appeal of an action brought forward for ratification must include the basis for such action. Refusal to ratify the recommendation must be substantiated and subsequently supported by a two-thirds (66%) vote of the eligible voting members present.

6.19. FINANCIAL CONFLICTS OF INTEREST - GIFTS

- A. Prohibits the solicitation and acceptance of gifts by board members (or by the organizations that they represent) that provide benefit in excess of minimal value from persons, organizations, or corporations with vested interest in the outcomes of decisions made by the board on behalf of the IVCCC or its member agencies.
- B. Board members shall not participate in the selection, award, or evaluation of a contract if a conflict of interest exists. A conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ, or employed during the prior six (6) months, has a financial or other interest in the organization under consideration for an award, or evaluation. Board members will not solicit monetary value from funded recipients, sub-recipients, contractors, or vendors.
- C. Board members will not accept gratuities from funded recipients, sub-recipients, contractors, or vendors except for unsolicited gifts of nominal value. It is determined that a conflict of interest does not exist when the value of the gift is an unsolicited item of nominal value (less than \$15) and such gifts are not repeated more than twice annually. The board member must maintain a record of gifts received, including source, date, value, and type of gift.

Imperial Valley Continuum of Care Council Charter

6.20. RESTRICTIONS ON PROCUREMENT AND PROVISION OF SERVICE

- A. Board members may not personally and substantially benefit from participation on the IVCCC Board. The Procurement Integrity Act U.S.C. § 2104; (“PIA”) provides guidance on activities that constitute personal and substantial benefit. Examples of activities that may violate the PIA include but are not limited to:
 - Drafting, reviewing, or approving the specification or statement of work for which the individual intends to apply;
 - Preparing or developing a solicitation that the individual or an organization that the individual has a formal relationship with; evaluating bids or proposals that will be awarded to the individual or an associated entity;
 - Selecting a source; negotiating price or terms and conditions; or
 - Reviewing and approving an award from which the individual or the associated entity will derive any financial benefit.
- B. Board members are not to receive preference in the execution of the business of the IVCCC or the services provided by the IVCCC. For example, the Board member or their family must be granted services or access to support through the regular, established processes without special consideration.

6.21. RECUSAL POLICY

Board members and persons acting on behalf of the board must remove themselves from the decision-making or evaluation process when a person or organization conflict exists. Board members must recuse themselves during the decision-making or evaluation process, and may not participate in absentia through electronic or other means.

6.22. OBLIGATION TO DECLARE POTENTIAL CONFLICT OF INTEREST

To avoid apparent conflicts of interest, board members will declare any real or potential conflicts of interest or the appearance of such conflicts. The person must disclose this information in writing before participating in the deliberation and decision-making or evaluation process. This policy applies to both personal and organizational conflicts.

6.23. TERMINATION POLICY

Any Board Member, individual member of the Governance Board or the entire Governance Board may be removed, with or without cause, by the vote of a majority of the IVCCC voting membership.

ARTICLE VII. ADVISORY COMMITTEES

7.01. COMMITTEES, TASK GROUPS, AND LIAISONS

- A. Except as otherwise authorized by the Governance Board, advisory committees of the IVCCC will be comprised of members of the IVCCC and at least one board member, as is possible, and any other members invited by committee chair.
- B. Each Committee will have a Chairperson and either a Co-Chairperson or a Vice-Chairperson elected by committee members annually.
- C. Each Committee will establish regular recurring meetings and publish an annual calendar on the IVCCC website and distribute calendar to full IVCCC membership.
- D. Each Committee will distribute a written agenda to all committee members at least 24 hours prior to each meeting.
- E. Each Committee will record meeting minutes of each official committee meeting and distribute to all committee members and publish on the IVCCC website.

Imperial Valley Continuum of Care Council Charter

- F. Each Committee may meet at any time during the intervals between IVCCC meetings at a location determined by the committee members, or at the request of the Governance Board. Each committee will report the results of its meetings to the IVCCC at quarterly meetings.
- G. Each Committee will mirror the attendance and voting privileges of the full memberships. In order to maintain attendance and voting privileges at the Advisory Committee level, Committee members shall attend 50% of ongoing Advisory Committee meetings.
- H. The Committee Chairperson is responsible for timely notification of meetings, and will have the authority to call committee meetings, to determine that a quorum is present, and to determine who has met eligibility to vote on matters before the committee, provided that reasonable notice is given to all members of the committee.
- I. IVCCC staff, with assistance from Committee Chair, shall be responsible for tracking attendance and maintaining compliance with these rules.
- J. The Governance Board may, by majority vote of a quorum, create sub-committees necessary for the proper and efficient functioning of the IVCCC as long as these committees do not interfere with or duplicate the duties of any existing Committee.
- K. The Governance Board may, by a majority vote abolish a task group, or committee, except for an Advisory Committee or Liaison, if such committee is established pursuant to Section 7.01, if it is determined to be unnecessary for the proper and efficient functioning of the IVCCC.
- L. The Board can establish a Task Force or Action Committee to achieve specific or time-limited objectives.

7.02. **STANDING ADVISORY COMMITTEES**

The IVCCC has established several Standing Advisory Committees that are responsible for ongoing work and providing advice on key issues and community initiatives. These Standing Advisory Committees are needed each year and are established for ongoing, long-term activities. The following Advisory Committees at a minimum are established as Standing Advisory committees that incorporate members of the full membership and may only be disbanded by a change to the Charter approved by a direct action of the full voting membership.

A. **Evaluation/ Resource Committee:**

- 1. Responsible for monitoring, evaluating and recommending improvements to enhance the performance of the IVCCC in its mission.
- 2. It provides project and community evaluation information and support, monitors best practice approaches throughout the United States and recommends changes in our region.
- 3. Responsible for identifying sources of funds needed to meet the mission of the IVCCC.
- 4. It provides sustainability recommendations and support.
- 5. Reviews and recommends changes and revisions to IVCCC Charter.

B. **Vulnerable Populations Committee:** responsible to

- 1. Develop strategies to identify and serve vulnerable populations that might include veterans, homeless youth, domestic violence victims and the LGBTQ+ community amongst others.
- 2. Explore funding opportunities for vulnerable populations.
- 3. Identify gaps in services for vulnerable populations, evaluate needs, provide recommendations to improve services.
- 4. Develop awareness of issues related to homeless veterans, homeless youth, homeless LGBT community, domestic violence, dating violence, sexual assault, human trafficking and those attempting to flee.

C. **Training, Outreach and Recruitment Committee:** responsible to

- 1. Coordinate and reach out to CoC member organizations to gather assessments of need and ensure homeless individuals and families are served and included in community information exchange system and

Imperial Valley Continuum of Care Council Charter

have access to fair housing.

2. Recruits community and faith-based organizations and agencies that may contribute to CoC and share the services they provide.

3. Assist the CoC to ensure all member organizations are informed and connected to mainstream programs and resources available to individuals and families experiencing homelessness.

4. Ensure CoC member organizations are updated in referral protocols, eligibility criteria and other aspects of mainstream benefits available in order to provide assistance to apply and receive benefits and expanded resources.

5. Increase access to employment and non-employment case resources which includes identification of training, educational and employment opportunities, advocacy on behalf of homeless persons with education systems, training programs, employment agencies and other services.

6. Form linkages with government offices to ensure a streamlined process for obtaining entitlement incomes and non-cash resources for homeless to increase their income and achieve stability in housing.

7. Coordinates the provision of information and referral resources for all CoC members.

D. Point in Time Count Committee: Plans for and operationalizes annual PIT, including but not limited to:

1. Creating training activities/events for PIT volunteers
2. Setting up PIT teams for the actual count; identify team captains and train them appropriately
3. Preparing survey and observation documents & maps
4. Creating system for gathering all the completed survey and observations forms from teams
5. Preparing final reports of PIT results, as needed and in concert with HMIS provider.

E. Coordinated Entry System (CES) Oversight Committee

1. Review, Update and Recommend CES policies
2. Recruit and train service providers on the CES systems
3. Evaluate and recommend access, assessment and referral policies
4. Identify gaps and improve housing and coordination of services.
5. Evaluate the needs of subpopulations such as veterans, youth, domestic violence victims and the chronically homeless.

7.03. TASK GROUPS

Periodically, the IVCCC needs to complete specific, time limited tasks in order to comply with regulatory demands or to advance the goals and objectives of the full body. At the request of the Governance Board, selected group of members and community volunteers may be asked to form a temporary Task Group to complete the identified task. These groups perform specific functions associated with completion of the task and are guided by and report to one of the established IVCCC groups which may include the full IVCCC, the Governance Board, or a standing Advisory Committee. Task groups are temporary in nature and are not expected to offer continuous or year-round support to the IVCCC.

ARTICLE VIII. EMPLOYMENT STATUS

8.01. OVERVIEW

By virtue of service on the Governance Board, the full IVCCC body, Advisory Committees and/or other action groups are not deemed employees of the IVCCC are not entitled to benefits and compensation from member agencies as a result of their service to the IVCCC.

Imperial Valley Continuum of Care Council Charter

ARTICLE IX. STRUCTURE

9.01. DESIGNATING HMIS LEAD

The Homeless Management Information System (HMIS) administering agency and/or the applicant /sponsor of an IVCCC dedicated HMIS project grant is an agent of the IVCCC, manages HMIS operations on behalf of the Imperial Valley Region and provides HMIS administration functions at the direction of the IVCCC. Active participation by IVCCC members, either through committee/sub-committee structure or other meetings, in the management of the HMIS process, including establishing policies, procedures and protocols for privacy, data sharing protocols, data analysis, reporting, data integrity/validity, is essential to the viability and success of the HMIS.

The IVCCC has endorsed the concept of a central HMIS system that is capable of integrating data and storing data from various existing homeless data collection systems. An integrated data system is a requirement for Housing and Urban Development (HUD) CoC Program and ESG funding. Policies for compliance with the applicable HUD regulations have been developed and reviewed and adopted by IVCCC Executive Board, and at least annually, by the IVCCC.

HUD requires periodic review of the HMIS Lead to be conducted. These reviews shall include assessment of the organization capacity to fulfill HUD mandated HMIS functions, fiscal accountability, and assessment of alternate applicants.

9.02. SELECTION OF COLLABORATIVE APPLICANT

The IVCCC will designate an eligible legal entity to complete the HUD CoC Program application, referred to as the Collaborative Applicant. The Collaborative Applicant is responsible for collecting and combining the required application information from all applicants and projects and submitting this combined HUD CoC Program application on behalf of the IVCCC. The Collaborative Applicant is the only applicant that is able to apply for HUD planning funds to support the IVCCC in carrying out all of its responsibilities. The Collaborative Applicant provides these functions on behalf of the broader IVCCC. The CoC always retains ultimate responsibility, including the final approval of the application.

9.03. DESIGNATED POINT OF CONTACT

The Governance Board annually reviews and recommends a designated HUD Point of Contact (POC-also known as *COC Lead*) to the IVCCC using a similar process. Designation of the POC also takes into consideration two critical aspects: 1) the POC must have functional knowledge, access, and regular communication with the internal structures of the Collaborative Applicant organization; 2) to be effective, the POC must possess a comprehensive understanding of the HUD regulations and detailed procedures associated with compliance with the CoC, ESG, and Veterans Affairs Supportive Housing (VASH) programs.

ARTICLE X. RELATIONSHIPS WITH OTHER HUD-FUNDED PROGRAMS

10.01. EMERGENCY SOLUTIONS GRANT

Emergency Solutions Grants (ESG) are awarded by State of California Housing & Community Development/ ESG Program Division (HCD) to the Imperial County in a Balance of State (BoS) application process. ESG-BoS funds are awarded to the State of CA by the U.S. Department of Housing and Urban Development (HUD) for the purpose of providing Essential Services and Shelter Operations to persons who are homeless or at risk of being homeless in the Imperial County region.

Locally, ESG-BoS funds are made available to local service providers, through the IVCCC, via a notification from California's HCD ESG Program. The IVCCC provides public notification of the local RFP process through the IVCCC

Imperial Valley Continuum of Care Council Charter

website (www.imperialvalleycontinuumofcare.org), notices placed in a local newspaper, and in IVCCC regularly monthly meetings and special 'bidder's conference' sessions. Email notices are also made to all IVCCC members.

The IVCCC participates in setting local priorities, reviewing and rating proposals, certifying need, and annual review of ESG programs.

10.02. IVCCC LEADERSHIP IN OTHER JURISDICTIONS

Members of the IVCCC actively participate with CoC Leaders from other areas. IVCCC is a member of a group Southern California CoC Leadership Roundtable. This group includes CoC leaders and HMIS Lead agents from 13 CoC in Southern California. IVCCC leadership and other CoC stakeholders join in national CoC conference calls comprised of more than 25 CoCs from across the nation, the 100,000 Homes Campaign led by Community Solutions. IVCCC leaders also participate in groups and activities that are not CoC-specific but have impact on the services and strategies offered through the IVCCC.

Administrative Entity Updates

PRESENTED TO THE IMPERIAL VALLEY CONTINUUM OF CARE
COUNCIL EXECUTIVE BOARD ON JUNE 7, 2023



Events

5/23/23

Pacific Southwest Regional Council Annual Conference

5/26/23

Imperial Valley College – CalWORKs Recognition Celebration

5/26/23

2023 Sure Helpline Annual Gala Fundraiser

5/31/23

Catholic Charities Day Center Open House



Homeless Resource Hotline and Emergency Housing Voucher Program

Homeless Resource Hotline Telephone Number:
(442) 265-0211
Operating Hours:
Monday through Friday 8am – 5pm

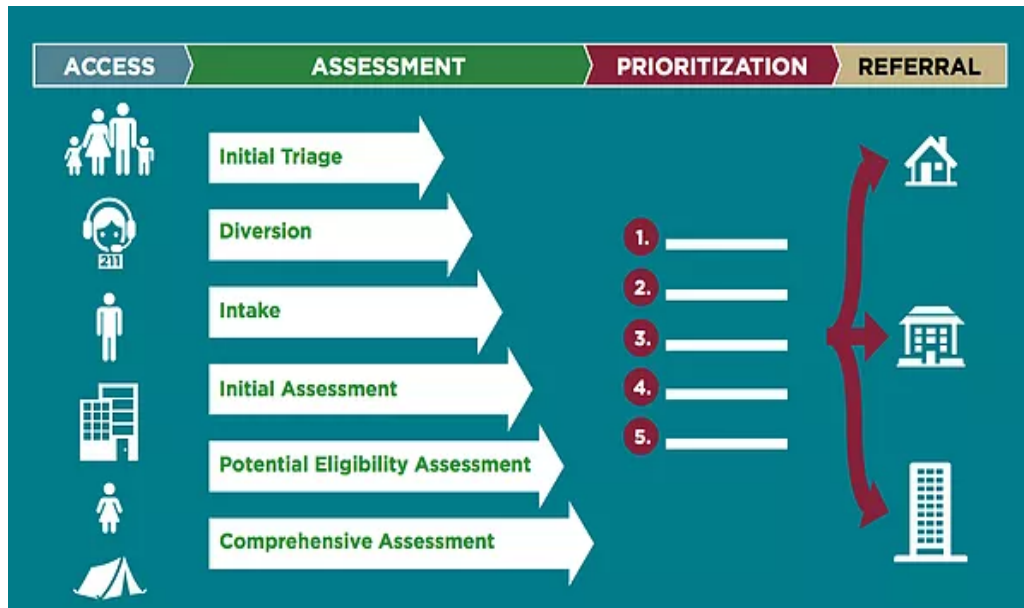
Call Volume	Total
Total calls received during May 2023	219
Average calls per day	10
Year-to-date	746

Total Number of Emergency Housing Vouchers Awarded	156
Current EHV Units Leased	144
EHV Leasing Utilization	92.31%

All EHV vouchers have been issued; however, the Homeless Resource Hotline maintains a wait list and continues to accept referrals and applications.



Coordinated Entry System



Access Point for CES: Homeless Resource Hotline

CES Activity – May 1, 2023 through May 29, 2023

Total individuals/households matched and referred to housing resources	96
--	----

Populations being matched and referred

Individuals/households experiencing literal homelessness	59
Individuals/households at risk of homelessness	19
Individuals/households attempting to flee unsafe housing situations	10
Youth individuals and families at risk of homelessness	5
Recently homeless households	3



Homeless Housing, Assistance and Prevention Program

Round 1 and 2

- Funding contractually obligated by deadline of 5/31/2023.
- Onboarding and one-on-one training with providers will be scheduled within the next few weeks.

Round 3

- Total awarded funding is \$4,088,661.90.
- 50% of funds must be contractually obligated by 5/31/2024 and expended by 6/30/2026.

Round 4

- Standard Agreement signed by County Executive Officer and submitted to Cal ICH 5/23/2023.



Emergency Solutions Grant - Coronavirus

Expenditure/ Performance Milestones

- Imperial County has met the expenditure milestone of 75%
- All program funds for projects (street outreach, emergency shelter, rapid re-housing, homelessness prevention) must be expended by: September 30, 2023
- Final request for funds must be submitted to the California Department of Housing and Community Development by: November 15, 2023



Thank you!

