A G E N D A

REGULAR MEETING BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD



Wednesday, September 27, 2023 9:00 A.M.

CITY OF VILLA PARK VILLA PARK CITY HALL COUNCIL CHAMBERS 17855 Santiago Blvd. | Villa Park, CA 92861

Ward Smith - Chair
Placentia

Crystal Miles – Vice Chair
Villa Park

Sandra Lozeau Vacant Sunny Park Anaheim Brea Buena Park

David BurkeRusty KennedyRose EspinozaCypressFullertonLa Habra

Janet Keo ConklinVacantLeslie HardyLa PalmaLos AlamitosOrange

Doug BechtGary TaylorTara CampbellCounty of OrangeStantonYorba Linda

Jorge CisnerosLeandra BladesMatt CunninghamLocal Chief of PoliceSchool DistrictLocal Neighborhood Assn.

Monique Davis Wesley Parker
Commission to End Local Business Association
Homelessness

Mercy House Clerk of the Board Timothy Huynh, Chief Program Officer Joanne Golden, Deputy Clerk

Welcome to the meeting of the Bridges at Kraemer Place Community Advisory Board. This agenda contains a brief general description of each item to be considered. Except as provided by law, no action shall be taken on any item not appearing on the agenda. The Advisory Board encourages your participation. If you wish to speak during Public Comments, please complete a Speaker Request Form and deposit it in the Speaker Request box located next to the Clerk, prior to the Public Comments portion of the meeting. Speakers will be given three minutes to speak. When addressing the Board, please state your name (or pseudonym) for the record prior to providing your comments.

A G E N D A

All supporting documentation is available for public review online at https://www.ochealthinfo.com/homeless_serv/shelter_programs and in the office of the Clerk of the Board of Supervisors located in the Hall of Administration Building, 400 W. Civic Center Drive, 6th Floor, Santa Ana, California 92701 during regular business hours, 8:00 a.m. - 5:00 p.m., Monday through Friday.

**In compliance with County Language Access Policy and the Americans with Disabilities Act (ADA), those requiring translation services or ADA accommodation for this meeting should notify the Clerk of the Board's Office 72 hours prior to the meeting at (714) 834-2206. Requests received less than 72 hours prior to the meeting will still receive every effort to reasonably accommodate the request but may not be guaranteed **

Call to Order

Roll Call

PUBLIC COMMENTS

At this time members of the public may address the Community Advisory Board on any item on the agenda or on any matter within the subject matter jurisdiction of the advisory board.

ACTION ITEMS

1. Approve Minutes of the June 28, 2023 Regular Meeting

PRESENTATION

2. Update on Bridges at Kraemer Place Shelter Operations by Mercy House

DISCUSSION ITEMS

- 3. Discuss Community Advisory Board meeting format and frequency and consider the removal of members due to absenteeism including the following:
 - Local Neighborhood Association Representative
 - Local Business Association Representative
 - Buena Park Representative
- 4. Discuss and approve the 2023 and 2024 Meeting Calendars

COMMENTS FROM BOARD MEMBERS

At this time members of the Community Advisory Board may comment regarding any off-agenda items or request future agenda items to be considered at the next or future meetings. No action may be taken on off-agenda items unless authorized by law.

ADJOURNED

NEXT MEETING: Wednesday, December 13, 2023, 9:00 A.M.

AGENDA ITEM #1 Approve June 28, 2023 Minutes

SUMMARY ACTION MINUTES



REGULAR MEETING BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD



Wednesday, June 28, 2023 9:00 A.M.

CITY OF VILLA PARK VILLA PARK CITY HALL | COUNCIL CHAMBERS 17855 Santiago Blvd. | Villa Park, CA 92861

Ward Smith - Chair Crystal Miles - Vice Chair

Placentia Villa Park

Sandra Lozeau Vacant Sunny Park Anaheim Brea Buena Park

David Burke Rusty Kennedy Rose Espinoza
Cypress Fullerton La Habra

Janet Keo ConklinVacantLeslie HardyLa PalmaLos AlamitosOrange

Doug Becht Gary Taylor Tara Campbell
County of Orange Stanton Yorba Linda

Jorge CisnerosVacantMatt CunninghamLocal Chief of PoliceSchool DistrictLocal Neighborhood Assn.

Monique Davis Wesley Parker
Commission to End Local Business Association
Homelessness

ATTENDANCE: Members Smith, Lozeau, Burke, Kennedy, Espinoza, Hardy, Miles, Becht,

Campbell, and Davis

ABSENT: Members Park, Conklin, Taylor, Cunningham, Cisneros, and Parker

PRESENT: MERCY HOUSE Timothy Huynh, OC Emergency Services

CLERK OF THE BOARD Joanne Golden, Deputy Clerk

Call to Order

VICE CHAIR MILES CALLED THE MEETING TO ORDER AT 9:01 A.M.

SUMMARY ACTION MINUTES

Roll Call

THE CLERK CALLED ROLL AND CONFIRMED QUORUM WAS MET

PUBLIC COMMENTS

None

ACTION ITEMS:

1. Approve minutes of the December 14, 2022 regular meeting

APPROVED AS RECOMMENDED

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2. Approve minutes of the March 22, 2023 regular meeting

APPROVED AS RECOMMENDED

2 12 1 3 4 5 6 7 8 9 10 11 13 14 15 1 A A X X X X X X

INFORMATION ITEMS:

3. Update on Bridges at Kraemer Place Shelter Operations by Mercy House

MERCY HOUSE CHIEF PROGRAM OFFICER TIMOTHY HUYNH PRESENTED AN UPDATE

ON CURRENT SHELTER OPERATIONS AND METRICS. CONSTRUCTION HAS BEEN
ONGOING WHICH HAS LIMITED CAPACITY TO 107 BEDS; COVID-19 CASES HAVE
ALSO RESTRICTED NEW INTAKES. NINETY-FOUR PERCENT (94%) OF CLIENTS WERE
ENROLLED IN THE COORDINATED ENTRY SYSTEM COMMUNITY QUEUE; 30 CLIENTS
HAVE RECEIVED HOUSING CHOICE VOUCHERS AND ARE SEARCHING FOR
PERMANENT HOUSING UNITS.

DISCUSSION ITEMS:

4. Discuss Community Advisory Board meeting format and frequency

DISCUSSED; ITEM WILL ALSO BE INCLUDED AS AN AGENDA ITEM FOR THE SEPTEMBER 27, 2023 MEETING. BOARD MEMBER RUSTY KENNEDY REQUESTED TO AGENDIZE THE REMOVAL OF MEMBERS PER THE BYLAWS DUE TO ABSENTEEISM FOR THE FOLLOWING SEATS:

- LOCAL NEIGHBORHOOD ASSOCIATION REPRESENTATIVE
- LOCAL BUSINESS ASSOCIATION REPRESENTATIVE
- BUENA PARK REPRESENTATIVE
- 5. Discuss 2023 Meeting Calendar

CONTINUED TO SEPTEMBER 27, 2023 REGULAR MEETING; CLERK WILL INCLUDE 2023 AND 2024 MEETING CALENDARS FOR REVIEW AND APPROVAL

SUMMARY ACTION MINUTES

MEMBER COMMENTS None. ADJOURNED: 10:05 A.M. NEXT MEETING: September 27, 2023, 9:00 A.M. *** VOTE KEY *** (1st number = Moved by; 2nd number = Seconded by) 1 Ward Smith 9 Leslie Hardy 2 Crystal Miles 10 Doug Becht 3 Sandra Lozeau 11 Gary Taylor 4 Sunny Park 12 Tara Campbell 5 David Burke 13 Jorge Cisneros 6 Rusty Kennedy 14 Matt Cunningham 7 Rose Espinoza 15 Wesley Parker 8 Janet Keo Conklin 16 Monique Davis A = Abstained X = ExcusedN = No Vote B.O. Board Order Ward Smith Chair

Joanne L. Golden, Deputy Clerk of the Advisory Board

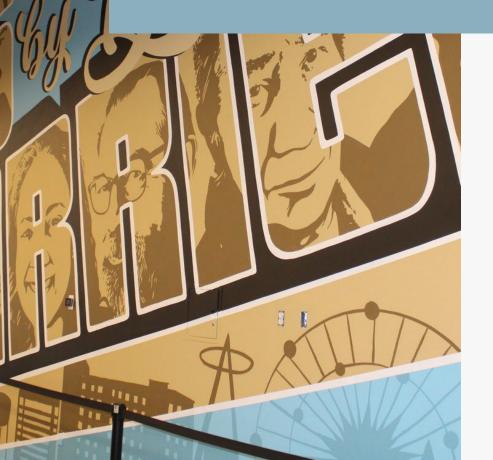
AGENDA ITEM #2

Update on Bridges at Kraemer Place Shelter Operations



QUARTER REPORT

JULY-AUGUST 2023





Presented to the Bridges at Kraemer Place Community Advisory Board

Report Period

July 1, 2023 – August 31, 2023 (YTD) July 1, 2023 – August 31, 2023 (Quarter)

Number Served

	Quarter	YTD	FY2022-23
Number of Unduplicated Clients	218	218	337
Number of Exits	44	44	224
% of Service Capacity Goal (480 annual)		45%	70%

Coordinated Entry System Statistics

Number of Active Clients on Community Queue	120
% of Active Clients on Community Queue	69%
Number of Active Clients Matched to a Housing Opportunity	10
% of Active Clients Matched to a Housing Opportunity	6%
Total number of unduplicated individuals served <u>year-to-date</u> who have received Permanent Supportive Housing (PSH) or Housing Choice Voucher (HCV) through the Coordinated Entry System	2
Total number of unduplicated individuals served <u>year-to-date</u> who have received Rapid Re-Housing (RRH) through the Coordinated Entry System	0

^{*}CES Chart represents clients active at the end of the report period

Program Exits – Summary

	Quarter	YTD	FY2022-23
Positive Exits Permanent Housing, Temporary Housing, Institutions except Jail/Prison	5	5	56
Negative Exits Emergency Shelter, Streets, Jail/Prison	29	29	37
Unknown Exits Unknown, Deceased	10	10	131

Program Exits – Destination Detail

Benchmark: 30% of clients who exit to a known destination will exit to permanent housing.

Progress toward benchmark: 6% of clients who have exited to a known destination have exited to permanent housing.

Exits to Permanent Housing	Quarter	YTD	FY2022-23
	2	2	45
Rental by client, no ongoing housing subsidy	0	0	0
Rental by client, with VASH housing subsidy	0	0	0
Rental by client, with other ongoing housing subsidy	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	2
Rental by client, with HCV voucher (tenant or project based)	2	2	29
Staying or living with family, permanent tenure	0	0	8
Staying or living with friends, permanent tenure	0	0	3
Rental by client, with RRH or equivalent subsidy	0	0	0
Rental by client in a public housing unit	0	0	0

Exits to Temporary Housing	Quarter	YTD	FY2022-23
	3	3	7
Staying or living with family, temporary tenure	2	2	2
Staying or living with friends, temporary tenure	1	1	1
Host Home (non-crisis)	0	0	0
Transitional housing for homeless persons	0	0	3
Hotel or motel paid for without emergency shelter voucher	0	0	0
Residential project or halfway house with no homeless criteria	0	0	1

Exits to Institutions	Quarter	YTD	FY2022-23
			4
Foster care home or group foster care home	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0
Substance abuse treatment facility or detox center	0	0	1
Hospital or other residential non-psychiatric medical facility	0	0	0
Jail, prison, or juvenile detention facility	0	0	0
Long-term care facility or nursing home	0	0	3

Exits to Homelessness	Quarter	YTD	FY2022-23
	29	29	37
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	0	0	5
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus / train / subway station / airport or anywhere outside)	29	29	32

Exits to Other Destinations	Quarter	YTD	FY2022-23
	10	10	131
Deceased	0	0	2
Client Doesn't Know/Client Refused	0	0	6
Data Not Collected (no exit interview completed)	10	10	123

Increased Income

	Quarter	YTD	FY2022-23
Participants with Increased Income	15	15	26
(at Annual Assessment and/or Exit)	13	13	20

Length of Stay – Year to Date

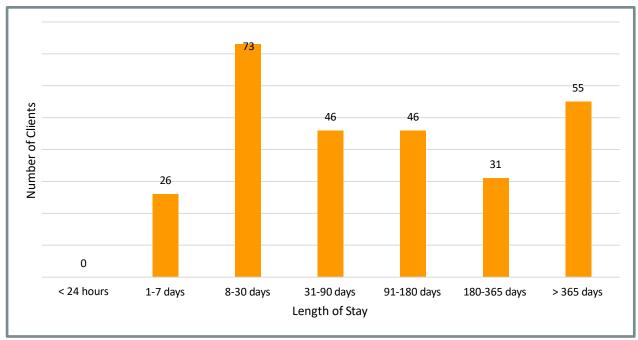
Benchmark: National average length of stay for emergency shelter stays is 151 days.

Progress toward benchmark: Bridges at Kraemer Place's average length of stay is 238 days for the year.

Benchmark: Average length of stay for successful housing placement at Bridges at Kraemer Place between July 2017-June 2023 is 248 days.

The average length of stay for a successful housing placement is currently: 762 days **

Total number of shelter bed nights provided <u>year-to-date:</u> 8,038 bed nights



^{*}The chart above may include duplicate client enrollments

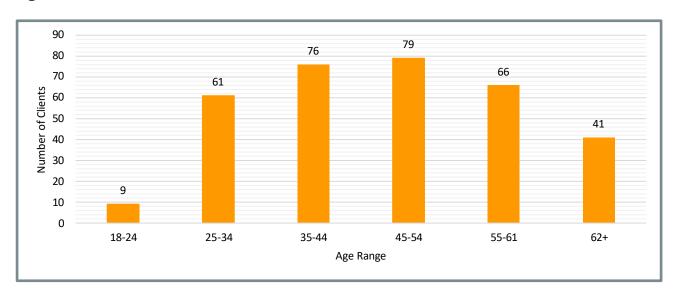
Set Aside Beds

	Beds Available	Quarter Average Utilization
MHSA Beds	10	70%
Law Enforcement Beds	20	55%

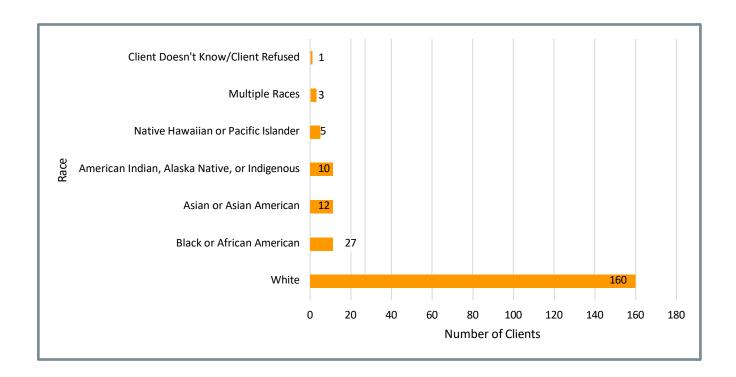
^{**} Length of stay for successful housing placement is reported higher than normal due to outlier that exited 1,510 days after enrollment. Other permanent housing exit within period was 14 days after enrollment.

Client Demographics - YTD

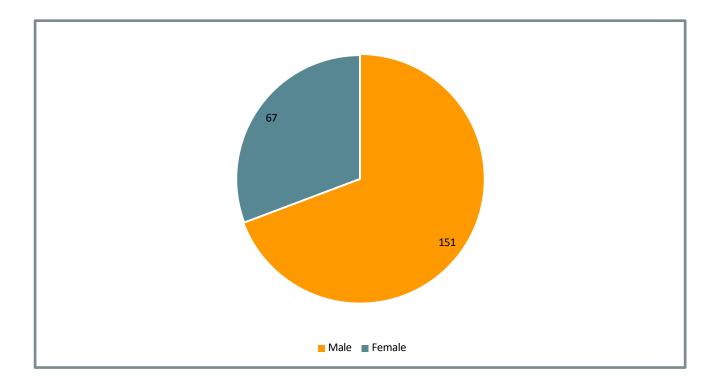
Age



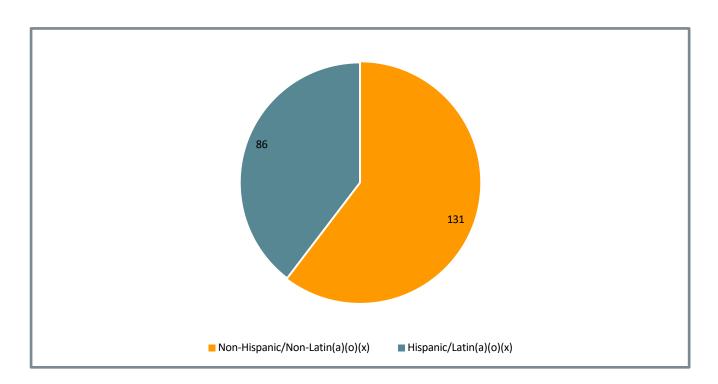
Race



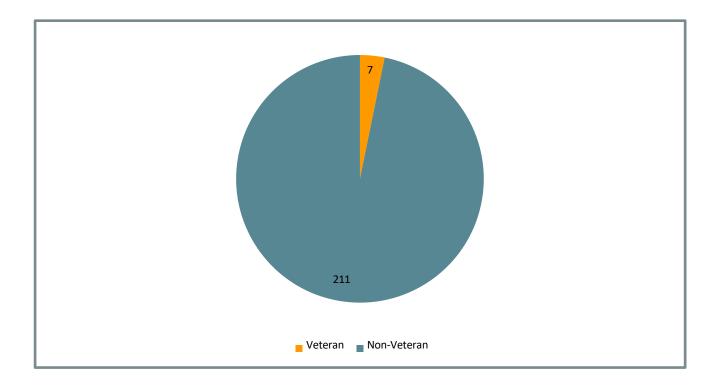
Gender



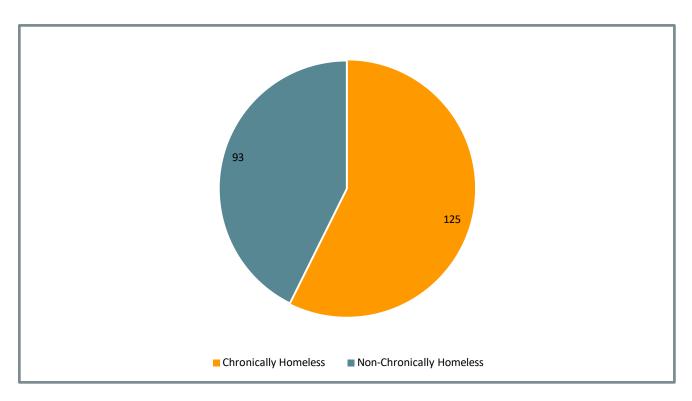
Ethnicity



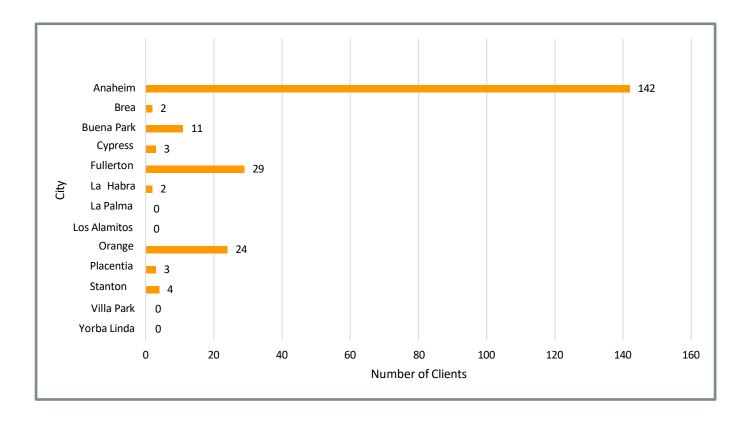
Veteran Status



Chronically Homeless

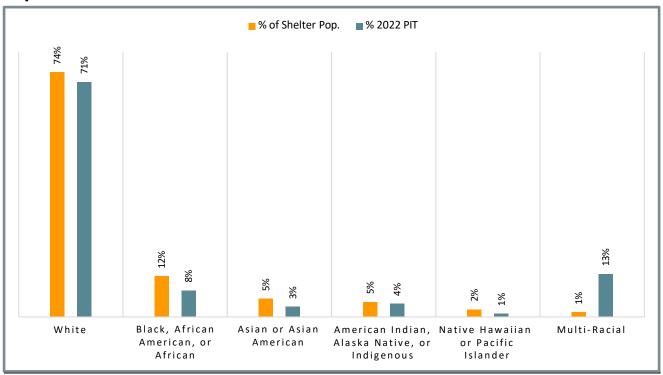


City Prior to Entry

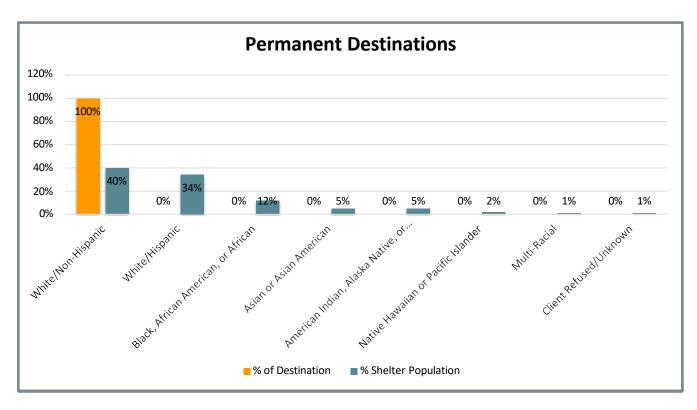


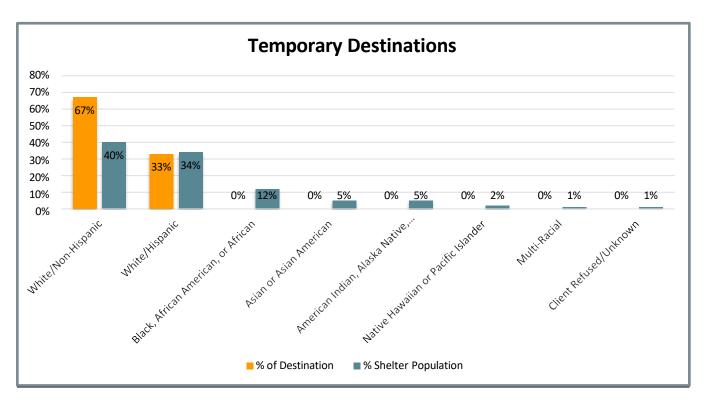
Racial Equity Analysis - YTD

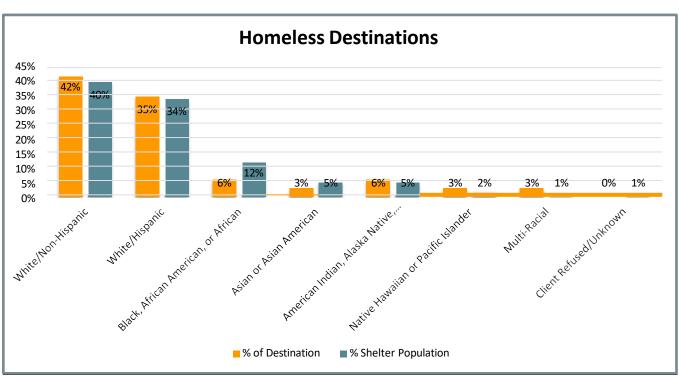
Populations Served

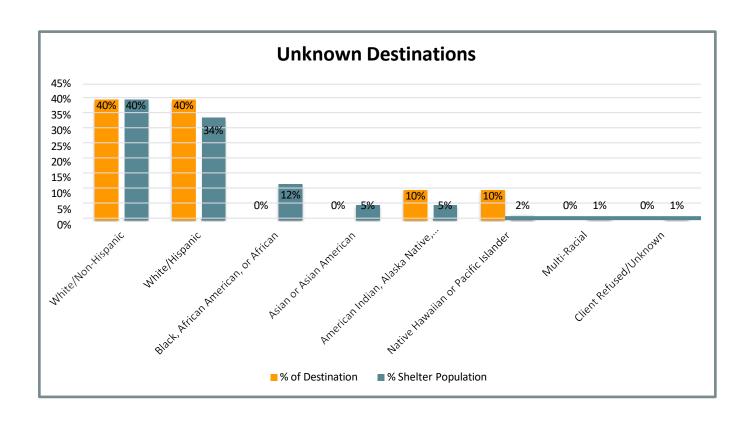


Exit Destination Type by Racial Categories compared to Racial Representation of Total Shelter Population









AGENDA ITEM #3

Discuss Community
Advisory Board Meeting
Format & Frequency and
Consider Removal of
Members Due to
Absenteeism

Bridges at Kraemer Place Community Advisory Board Bylaws

ARTICLE I: NAME, PURPOSE AND FUNCTIONS

- A. The name of this organization shall be the Bridges at Kraemer Place Community Advisory Board, hereinafter referred to as "CAB." It is established pursuant to Resolution # 18-011 approved by the Board of Supervisors.
- B. The purpose of the CAB is to:
 - 1. Act as an advisory body to the shelter operator, having no independent authority to act on matters such as legislation or lobbying.
 - Provide review of the operations of the Year Round Emergency Shelter Bridges at Kraemer Place as provided for in the Board of Supervisors approved Scope of Services in the Shelter Operator Agreement, but having no authority to make contractual or financial decisions concerning the operation of the Year Round Emergency Shelter at Kraemer Place.
- C. The functions of the CAB are as follows:
 - 1. Provide review of the operations of the Bridges at Kraemer Place Year Round Emergency Shelter Program and Multi-Service Center.
 - 2. Enhance community relations
 - 3. Receive and address information of any strengths and concerns from the neighborhood, local businesses, city and county entities, service provider partners and shelter clients about the operation of Bridges at Kraemer Place Year Round Emergency Shelter Program and Multi-Service Center, and communicate that information to the County
- D. In the performance of its responsibilities, the CAB shall not engage nor employ any discriminatory practices in the provision of services or benefits, assignment of accommodations, treatment, employment of personnel or in any other respect on the basis of sex, race, color, ethnicity, national origin, ancestry, religion, age, marital status, medical condition, sexual orientation, physical or mental disability or any other protected group in accordance with the requirements of all applicable County, State or Federal laws, regulations or ordinances.

ARTICLE II: APPOINTMENT AND MEMBERSHIP

- A. Membership of the CAB is to be composed of nineteen (19) voting seats.
- B. The membership of the Community Advisory Board shall be comprised of the following categories of community stakeholders:
 - One (1) representative appointed by the Orange County Board of Supervisors

Community Advisory Board

- Thirteen (13) representatives appointed by the local City Councils of the North County Service Planning Area (SPA). Appointments shall represent each of the currently existing cities in the SPA
- One (1) representative appointed by the local Chief of Police
- One (1) representative appointed by the local Neighborhood Association
- One (1) representative appointed from the local business association or Chamber of Commerce
- One (1) representative appointed by the local school district
- One (1) representative appointed by the Commission to End Homelessness

ARTICLE III: TERMS OF MEMBERSHIP

The categories listed above are intended to run with the Advisory Board so long as it is operational. The representatives serve at the will of the entity that appoints them until or unless they are replaced by the appointing entity.

ARTICLE IV: STAFFING SUPPORT

Staff support from Orange County Clerk of the Board shall be provided to support the CAB in conjunction with assigned shelter operator staff and will be responsible to facilitate Brown Act requirements.

ARTICLE V: OFFICERS

CAB officers shall consist of:

1. Chairperson

- (a) The Chairperson shall be the appointed by the members of the CAB. The duties of the Chairperson shall be to preside at meetings, decide points of order, announce all business, entertain motions, put motions to vote and announce vote results.
- (b) The Chairperson may call special meetings of the CAB.
- (c) The Chairperson or his or her designee may represent the CAB at public functions

2. Vice-Chairperson

- (a) The Vice-Chairperson shall perform the duties of the Chairperson in his or her absence.
- (b) If the Chair becomes vacant, the Vice-Chairperson shall succeed to the Chair until the CAB members have appointed its replacement for the Chair.

ARTICLE VI: REMOVAL OF MEMBERS AND MEETING ATTENDANCE

- Removal for Cause Cause shall be defined as the member is unable effectively to represent the categorical seat to which he/she is appointed due to change of employment or status or, other reasons that substantially alters the member's qualifications which were present and considered in making the initial appointment or interfere with the individual's ability to properly function as a member of the CAB.
- 2. Removal for Absenteeism Members may be removed from membership of the CAB if the member is absent from more than three (3) consecutive regular CAB meetings.
- 3. Removal of a member for cause or absenteeism shall require a majority vote of the CAB, a quorum being present.
 - (a) Upon removal, the shelter operator or designated staff will notify OC Community Resources within 30 days. The appointing organization will then appoint a new representative.
- 4. Resignation of CAB members shall be effected by a written letter of resignation submitted to the shelter operator.

ARTICLE VII: AD HOC COMMITTEES

Ad Hoc Committees may be established in coordination with OC Community Resources to support the goals of the CAB.

ARTICLE VIII: MEETINGS AND ACTIONS

The CAB shall meet no less than bi-annually (two times per year). The initial meeting shall take place once the bylaws have been approved by the BOS. As a matter of public business during the first meeting, the CAB shall set its meeting schedule. All meeting agendas shall be posted and distributed no less than 72 hours prior to the meeting.

- A. The CAB shall, at its first meeting of each year, adopt a schedule of regular meetings and transmit that schedule in writing to members, the County, and the public at large.
- B. All CAB meetings shall be open, public and noticed in conformance with the provisions of the Ralph M. Brown Act, California Government Code Section 54950 et seq., as amended and held at a location within Orange County, California that satisfies the access requirements of the Americans with Disabilities Act.
- C. Special meetings of the CAB may be called either by the shelter operator, the County or at the request of a majority of CAB members.
 - 1. Notice of special meetings shall be delivered to members personally, by mail or electronically, and must be received no later than twenty-four hours in advance of the meeting.
 - 2. Said notice must state the business to be considered and whether alternative technological means may be used such as telephone or video conferencing, as

Community Advisory Board

technological resource availability permits and as permissible by the Ralph M. Brown Act.

- D. Quorum and voting requirements for meetings are as follows:
 - 1. Quorum: A quorum shall consist of the majority of the currently appointed/seated members of the CAB.
 - 2. Conflict of Interest Members of the CAB shall abstain from voting on any issue in which they may be personally interested to avoid a conflict of interest in accordance with County, State and Federal laws, regulations and ordinances and shall refrain from engaging in any behavior that conflicts with the best interest of County.
 - (a) Members of the CAB shall not vote nor attempt to influence any other CAB member on a matter under consideration by the CAB as follows:
 - (1) Regarding the provision of services by such member (or by an entity that such member represents); or
 - (2) By providing direct financial benefit to such member or the immediate family of such member; or
 - (3) Engaging in any other activity determined by County, State or Federal law, regulations and ordinances to constitute a conflict of interest.
 - (b) If a question arises as to whether a conflict exists that may prevent a member from voting, the operator or designee may consult with designated County Staff to assist them in making that determination.
 - (c) Neither CAB nor any of its members shall promote, directly or indirectly, any political party, political candidate or political activity using the name, emblem or any other identifier of CAB or County.
 - (d) No assets or assistance provided by County to the CAB shall be used for sectarian worship, instruction, or proselytization, except as otherwise permitted by law.

ARTICLE V: AUTHORITY

A. Authority of the CAB is enacted by the County of Orange Board of Supervisors through the Shelter Operator and Agreement and authorizing Resolution # 18-011

ARTICLE VI: ADOPTION AND AMENDMENT OF BYLAWS

- A. Adoption Affirmative vote of at least fifty percent + 1 of active members, a quorum being present, shall be required to propose changes to these Bylaws.
- B. Amendments
 - 1. Any member of the CAB may propose amendments to these Bylaws.

Community Advisory Board

- 2. Proposed amendments shall be submitted in writing and made available to each member of the CAB no less than five (5) days prior to consideration before a vote can be taken.
- B. Bylaws and any amendments to the Bylaws must be approved by the Board of Supervisors.

ARTICLE XII: ESTABLISHMENT AND ADOPTION OF OPERATING PROCEDURES

The CAB will establish and adopt operating procedures pertaining to the routine business of the Commission (i.e. meeting dates, order of business, etc.)

ARTICLE XIII: SEVERABILITY

Should any part, term, portion or provision of these Bylaws be determined to be in conflict with any law, regulation or ordinance or otherwise unenforceable or ineffectual, the remaining parts, terms, portions or provisions shall be deemed severable and their validity shall not be affected thereby provided such remaining portions or provisions can be construed in substance to constitute the provisions that the members intended to enact in the first instance.

AGENDA ITEM #4

Discuss and Approve 2023 and 2024 BCAB Meeting Calendars

BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD

2023

Meetings are held 9:00 A.M. - 10:00 A.M.

Regular Meeting

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BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD

2024

Meetings begin at 9:00 A.M.

Regular Meeting

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October							
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		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

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	February								
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Su	Мо	Tu	We	Th	Fr	Sa			
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May							
Su	Мо	Tu	We	Th	Fr	Sa	
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August								
Su	Мо	Tu	We	Th	Fr	Sa		
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18	19	20	21	22	23	24		
25	26	27	28	29	30	31		

November							
Su	Мо	Tu	We	Th	Fr	Sa	
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County Holiday

March							
Su	Мо	Tu	We	Th	Fr	Sa	
					1	2	
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31							

June							
Su	Мо	Tu	We	Th	Fr	Sa	
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	September							
Su	Мо	Tu	We	Th	Fr	Sa		
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15	16	17	18	19	20	21		
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29	30							

	December							
Su	Мо	Tu	We	Th	Fr	Sa		
1	2	3	4	5	6	7		
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30	31						