

A G E N D A

REGULAR MEETING BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD



Wednesday, January 24, 2024
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
Anaheim

Vacant
Brea

Vacant
Buena Park

David Burke
Cypress

Rusty Kennedy
Fullerton

Rose Espinoza
La Habra

Janet Keo Conklin
La Palma

Vacant
Los Alamitos

Leslie Hardy
Orange

Doug Becht
County of Orange

Donald Torres
Stanton

Tara Campbell
Yorba Linda

Rick Armendariz
Local Chief of Police

Leandra Blades
School District

Matt Cunningham
Local Neighborhood Assn.

Monique Davis
Commission to End
Homelessness

Wesley Parker
Local Business Association

Mercy House
Timothy Huynh, Chief Program Officer

Clerk of the Board
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.ocaliforniahealthinfo.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 September 27, 2023, Regular Meeting

PRESENTATION

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

DISCUSSION ITEMS

3. Discuss and approve creation of Ad Hoc Committee to review Bylaws and board membership

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, April 24, 2024, 9:00 A.M.

AGENDA ITEM #1

September 27, 2023

Minutes

SUMMARY ACTION MINUTES

DRAFT

REGULAR MEETING BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD

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



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Local Business Association

ATTENDANCE: Members Smith, Lozeau, Burke, Kennedy, Espinoza, Hardy, Miles, Campbell, Blades, Cunningham and Armendariz

ABSENT: Members Park, Conklin, Becht, Taylor, Parker and Davis

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 9:02 A.M.

**MINUTES – BRIDGES AT KRAEMER PLACE COMMUNITY ADVISORY BOARD
WEDNESDAY, SEPTEMBER 27, 2023**

SUMMARY ACTION MINUTES

Roll Call

THE CLERK CALLED ROLL AND CONFIRMED QUORUM WAS MET

PUBLIC COMMENTS

Ed Liscano – Oral Re.: Shelter resident, expressed concerns; feels that when residents bring concerns to management, nothing gets done; shuttle times and parking concerns.

ACTION ITEMS:

1. Approve minutes of the June 28, 2023 regular meeting

APPROVED AS RECOMMENDED

6	2	1	3	4	5	7	8	9	10	11	12	13	14	15	16	17
				X			X		X	X					X	X

INFORMATION ITEMS:

2. 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.

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

DISCUSSED; THE BOARD RECOMMENDED AGENDIZING FOR THE NEXT MEETING THE FORMING OF AN AD HOC COMMITTEE TO RECOMMEND REVISIONS TO BYLAWS CONCERNING MEMBERSHIP AND BRINGING RECOMMENDATIONS TO THE BOARD.

4. Discuss and approve the 2023 and 2024 Meeting Calendars
DISCUSSED; THE BOARD WILL MEET ON DECEMBER 13, 2023 AND VOTED TO REVISE THE 2024 MEETING CALENDAR AS FOLLOWS:

- **JANUARY 24, 2024**
- **APRIL 24, 2024**
- **JULY 24, 2024**
- **OCTOBER 23, 2024**

SUMMARY ACTION MINUTES

APPROVED AS MODIFIED

2	14	1	3	4	5	6	7	8	9	10	11	12	13	15	16	17
				X				X		X	X				X	X

MEMBER COMMENTS

Vice Chair Miles – Oral Re.: Glad to see new people; thanked staff for their work.

Chairman Smith – Oral Re.: Welcomed Board Member Leandra Blades.

Member Blades – Oral Re.: Excited to be here.

Member Kennedy – Oral Re.: Received letter from the community concerning a member appointment; requested such letters be included in Agenda packets in the future.

Member Cunningham – Oral Re.: As Local Neighborhood Association Representative, does not see any negative impact from Bridges at Kraemer Place Shelter in the community; suggested area where outreach can be done for engagement.

Member Armendariz – Oral Re.: Excited to be here; believes collaboration and partnership is key.

ADJOURNED: 9:53A.M.

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

*** VOTE KEY ***

(1st number = Moved by; 2nd number = Seconded by)

1 Ward Smith	10 Doug Becht
2 Crystal Miles	11 Gary Taylor
3 Sandra Lozeau	12 Tara Campbell
4 Sunny Park	13 Rick Armendariz
5 David Burke	14 Leandra Blades
6 Rusty Kennedy	15 Matt Cunningham
7 Rose Espinoza	16 Monique Davis
8 Janet Keo Conklin	17 Wesley Parker
9 Leslie Hardy	

A = Abstained
X = Excused
N = No Vote
B.O. Board Order

SUMMARY ACTION MINUTES

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

OCT-DEC
2023



Presented to the Bridges at
Kraemer Place Community
Advisory Board

Reporting Period

October 1, 2023 – December 31, 2023 (Quarter)

July 1, 2023 – December 31, 2023 (Current Fiscal Year)

July 1, 2022 – June 30, 2023 (Previous Fiscal Year)

Number Served

	Quarter	Current FY	FY2022-23
Number of Unduplicated Clients	114	366	337
Number of Exits	96	176	224
% of Service Capacity Goal (480 annual)		76%	70%

Coordinated Entry System Statistics*

Number of Active Clients on Community Queue	146
% of Active Clients on Community Queue	81%
Number of Active Clients Matched to a Housing Opportunity	22
% of Active Clients Matched to a Housing Opportunity	15%
Total number of unduplicated clients served <u>year-to-date</u> who have received Permanent Supportive Housing (PSH) or Housing Voucher through the Coordinated Entry System	14
Total number of unduplicated clients served <u>year-to-date</u> who have received Rapid Re-Housing (RRH) through the Coordinated Entry System	3

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

Bed Nights

	Current FY
Total number of shelter bed nights	29,140

Program Exits – Summary

	Quarter	Current FY	FY2022-23
Positive Exits <i>Perm, Temp, Institutions except Jail/Prison</i>	21	29	56
Negative Exits <i>Emergency Shelter, Streets, Jail/Prison</i>	4	42	37
Unknown Exits <i>Unknown, Deceased</i>	71	106	131

Program Exits – Destination Detail

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

Progress toward benchmark: 27% of clients who have exited to a known destination have exited to permanent housing.

Exits to Permanent Housing	Quarter	Current FY	FY 2022 - 23
	16	19	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	1	0
Permanent housing (other than RRH) for formerly homeless persons	1	1	2
Rental by client, with HCV voucher (tenant or project based)	14	16	29
Staying or living with family, permanent tenure	1	1	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	Current FY	FY2022-23
	4	8	7
Staying or living with family, temporary tenure	1	3	2
Staying or living with friends, temporary tenure	1	2	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	2	3	0
Residential project or halfway house with no homeless criteria	0	0	1

Exits to Institutions	Quarter	Current FY	FY2022-23
	2	3	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	1	1	0
Jail, prison, or juvenile detention facility	1	1	0
Long-term care facility or nursing home	0	1	3

Exits to Homelessness	Quarter	Current FY	FY2022-23
	3	41	37
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	3	5	5
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus / train / subway station / airport or anywhere outside)	0	36	32

Exits to Other Destinations	Quarter	Current FY	FY2022-23
	71	106	131
Deceased	1	2	2
Client Doesn't Know/Client Refused	1	2	6
Data Not Collected (no exit interview completed)	69	102	123

Increased Income

	Quarter	Current FY	FY2022-23
Clients with Increased Income (at Annual Assessment and/or Exit)	1	16	24

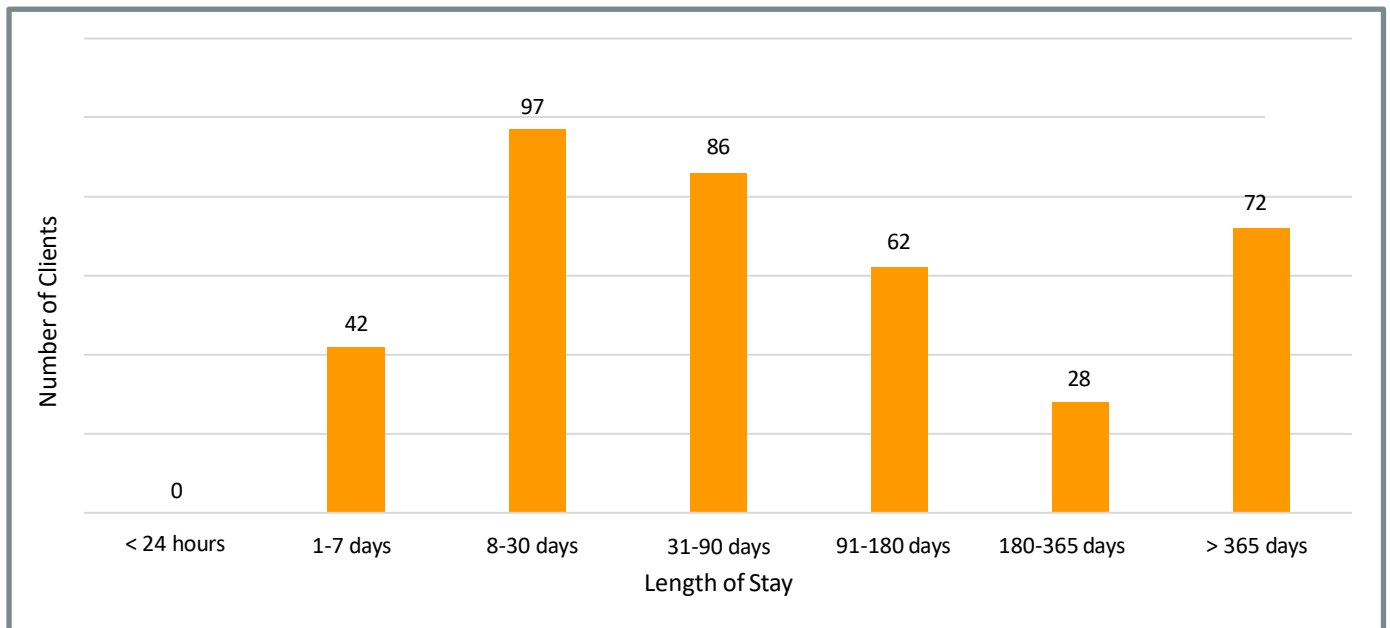
Length of Stay – Year to Date

Benchmark: National average for shelter stay is 151 days.

Progress toward benchmark: Shelter average is 190 days for the year.

Benchmark: Between July 2017 to June 2023, the average shelter stay at Bridges for successful housing placement is 248 days.

Progress toward benchmark: The average length of stay for a successful housing placement is currently: 391 days**



**The chart above may include duplicate client enrollments*

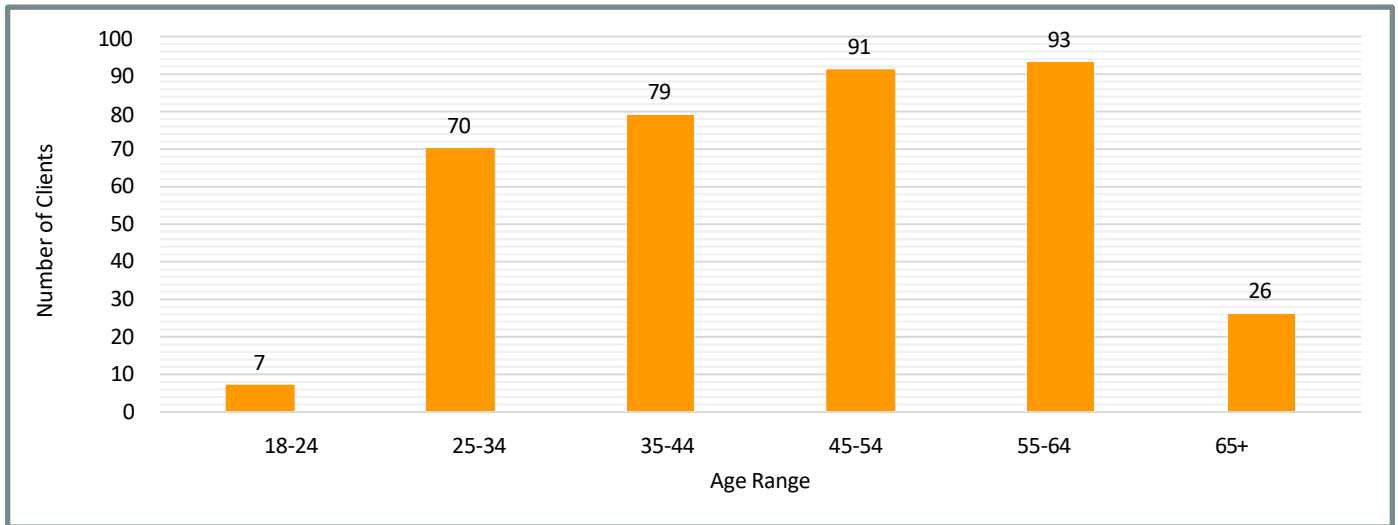
*** Length of stay for successful housing placement is reported higher than normal due to two outliers that exited 1,510 and 1,372 days after enrollment. Other permanent housing exits within the report period had average placement of 274 days after enrollment.*

Set Aside Beds

	Beds Available	Quarter Average Utilization
MHSA Beds	10	83%
Law Enforcement Beds	20	73%

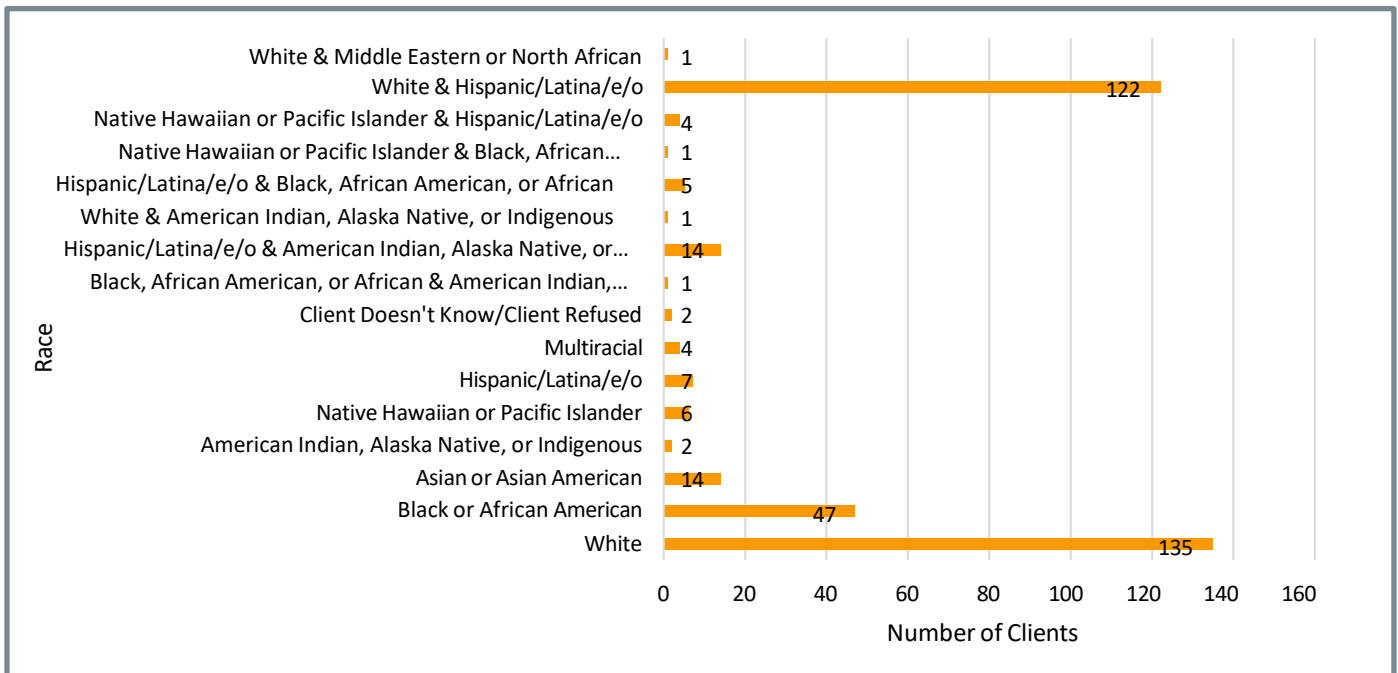
Client Demographics – YTD

Age

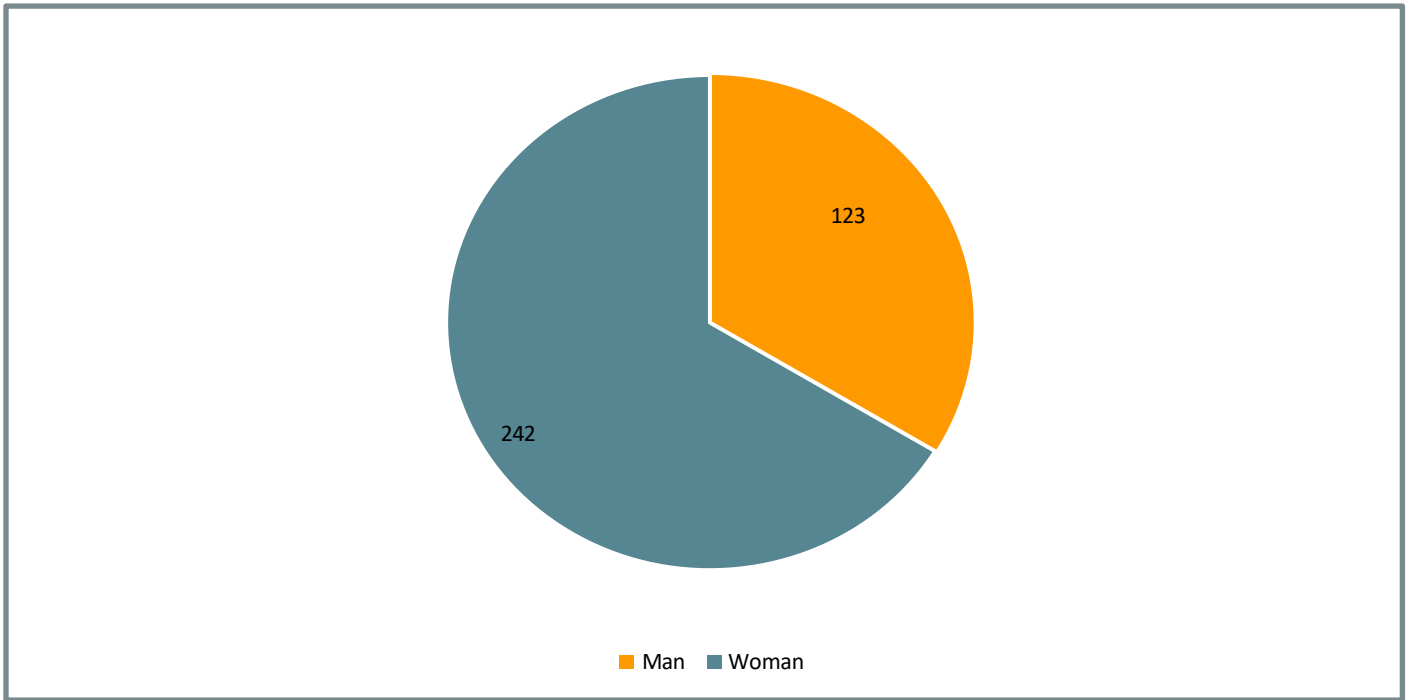


Race and Ethnicity

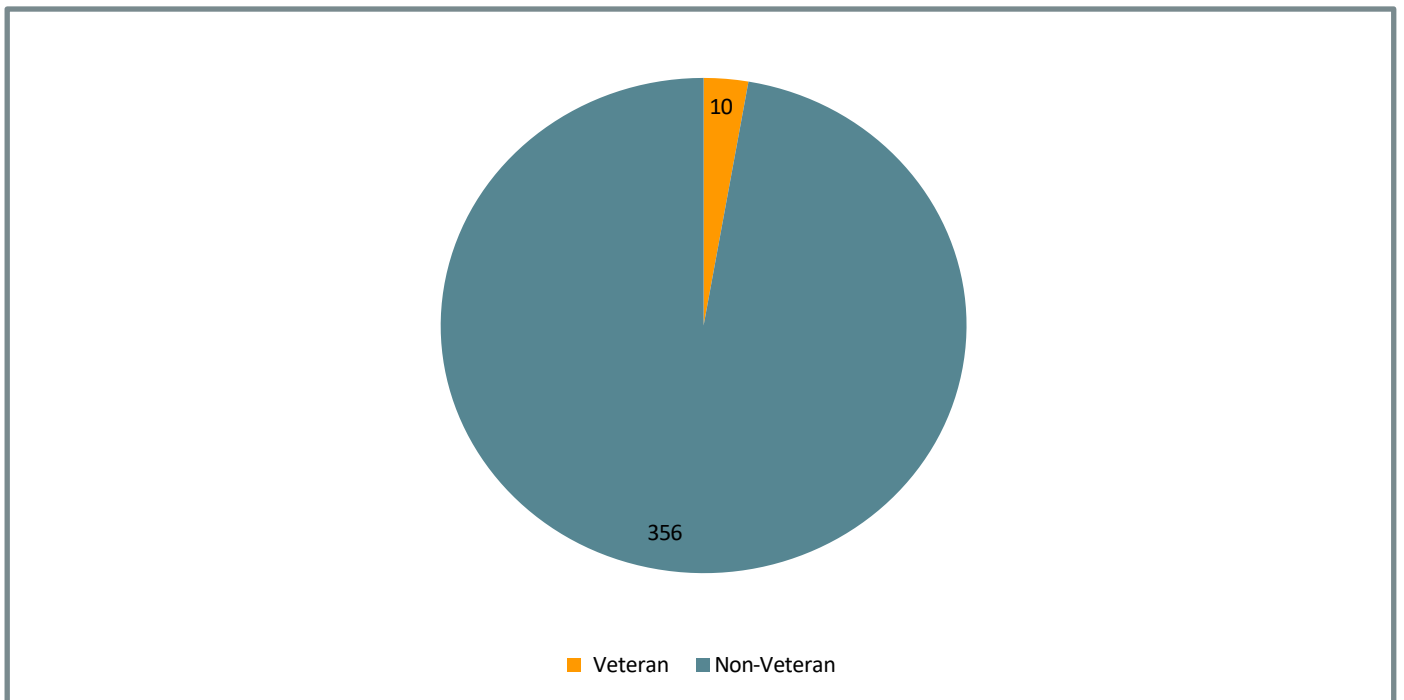
Note: The 2024 HMIS Data Standards, effective October 1, 2023, contribute to reporting race and ethnicity in a manner distinct from previous presentations.



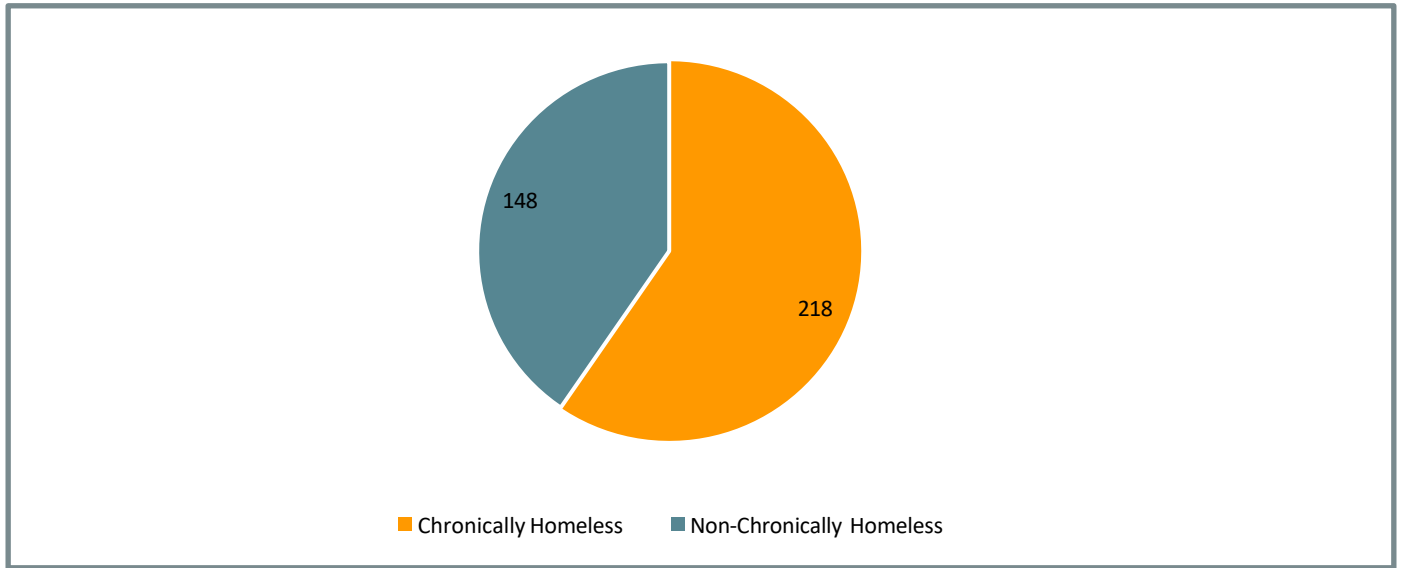
Gender



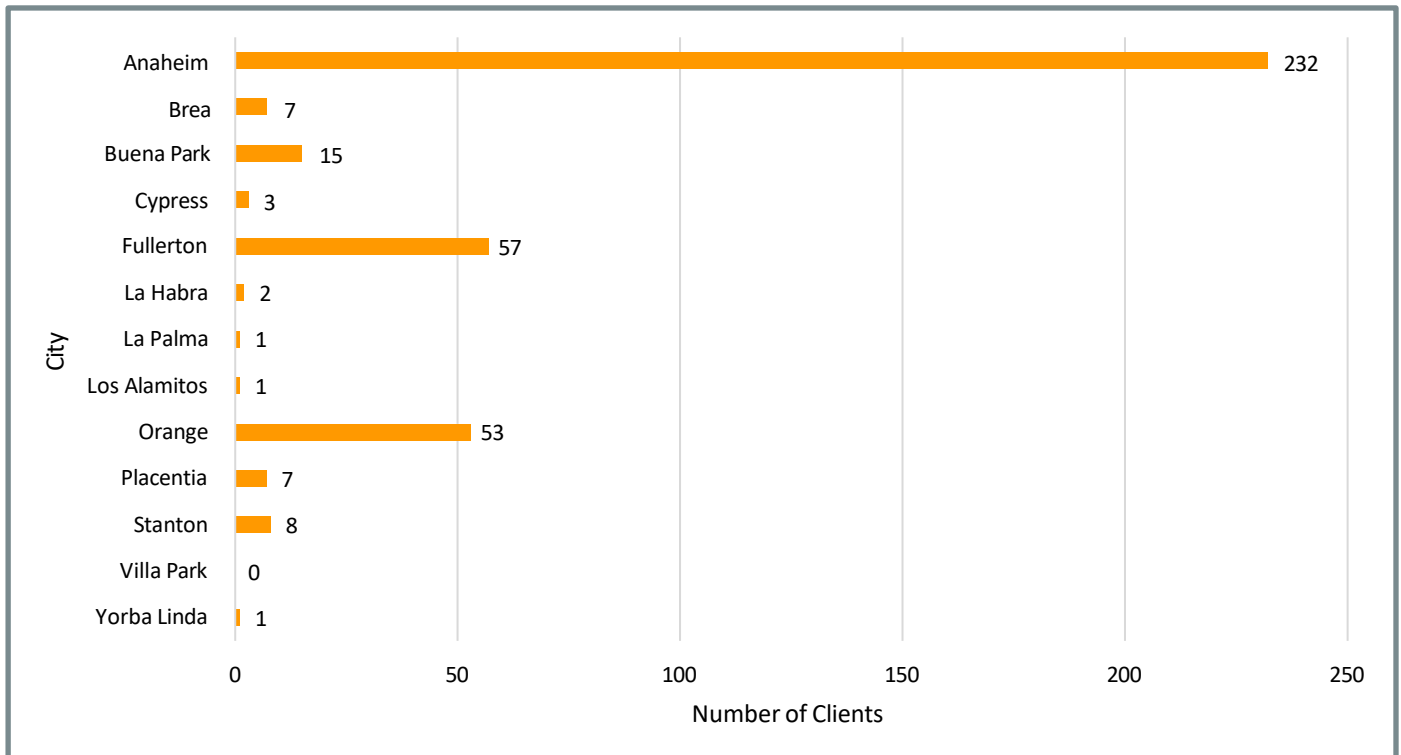
Veteran Status



Chronically Homeless



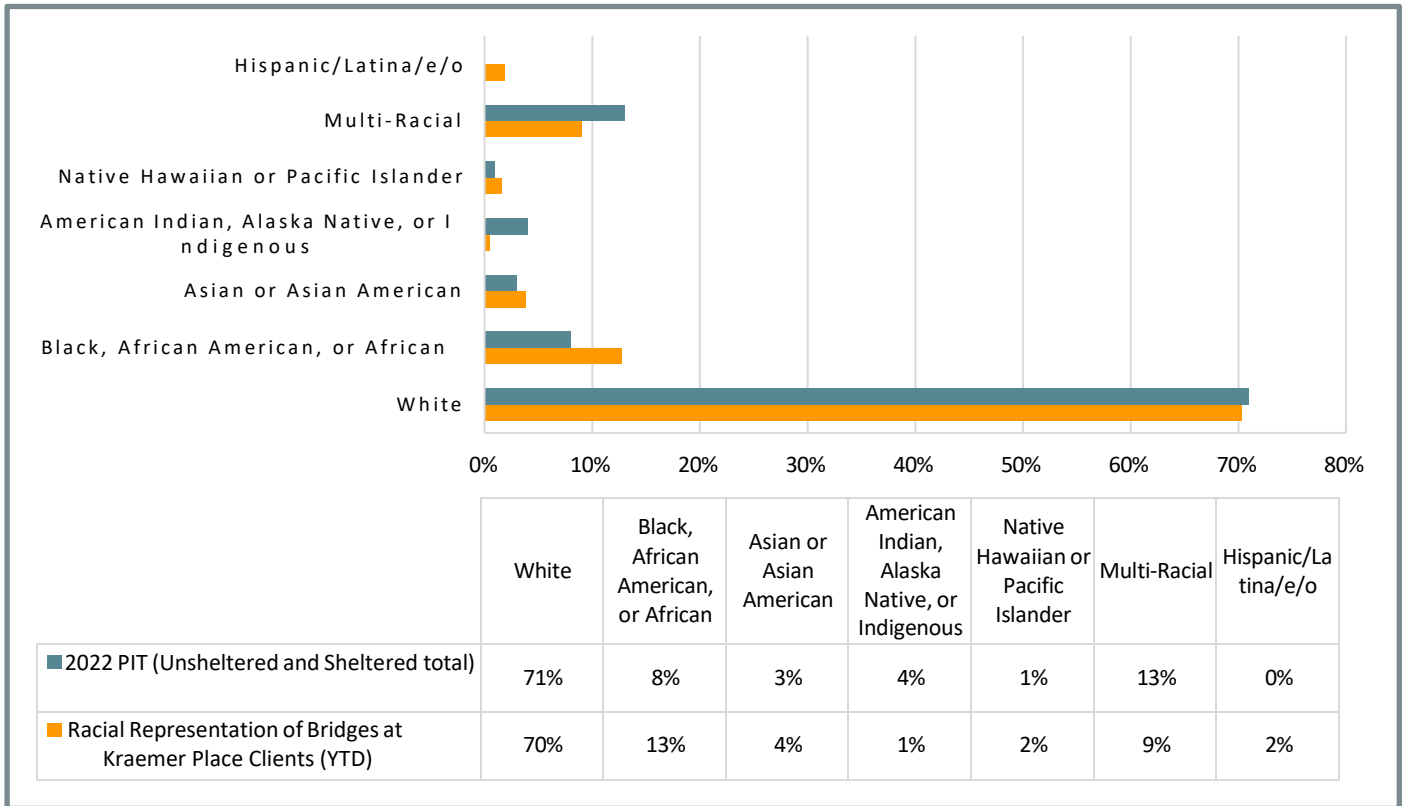
City Prior to Entry



Racial Equity Analysis – YTD

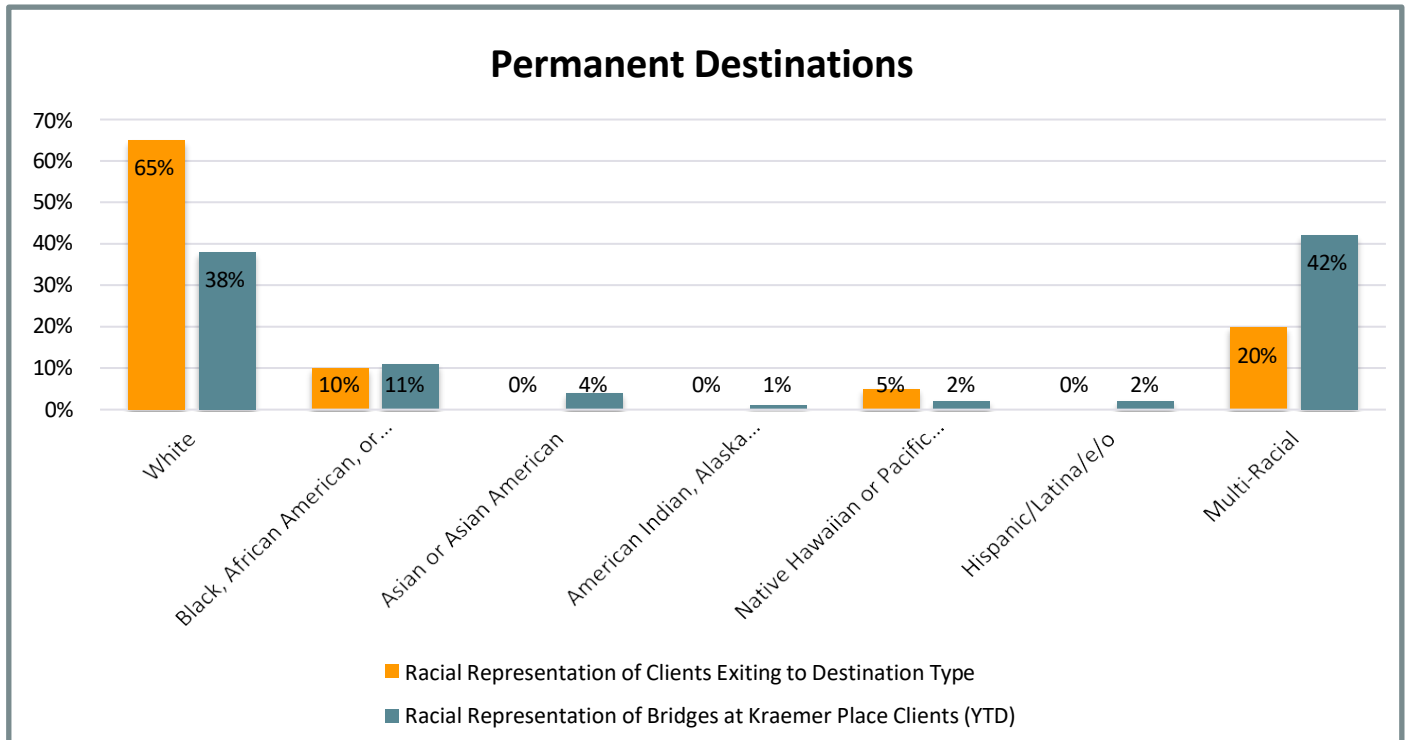
Populations Served*

Note: The 2023 HMIS Data Standards and 2022 PIT data are utilized in the chart below to report race and ethnicity. The reporting of race and ethnicity is presented differently and does not align with the current 2024 HMIS Data Standards.

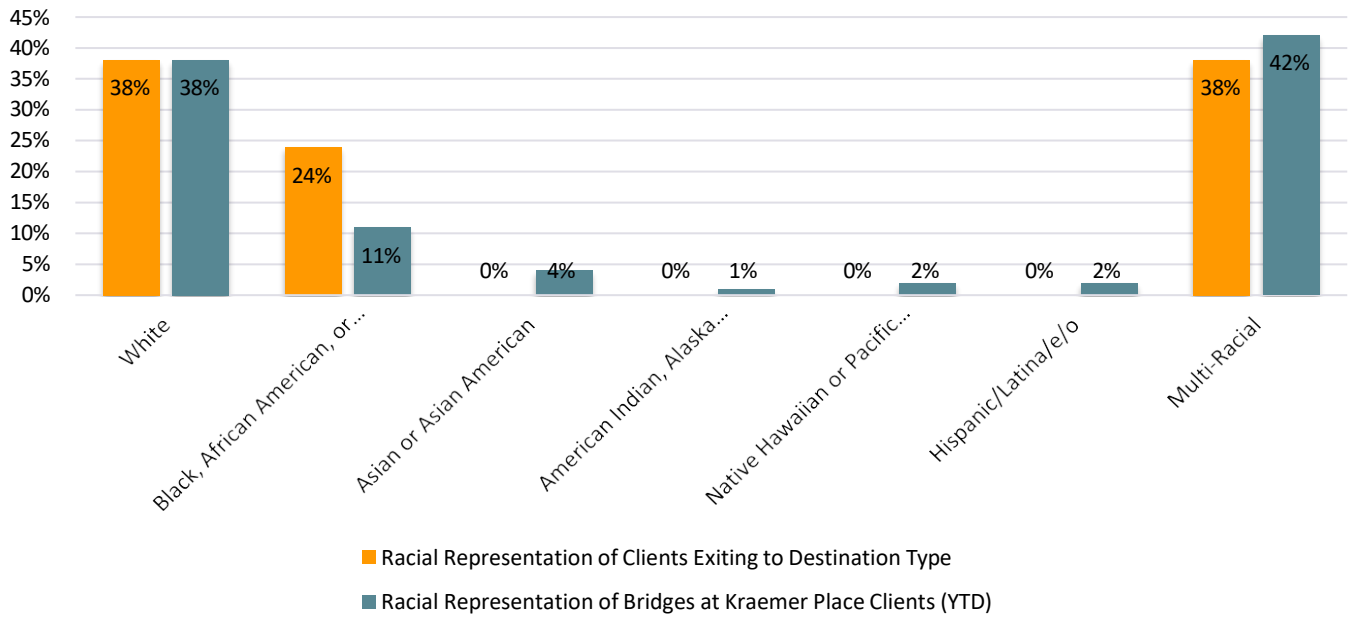


Exit Destination Type by Racial Categories compared to Racial Representation of Bridges at Kraemer Place Clients

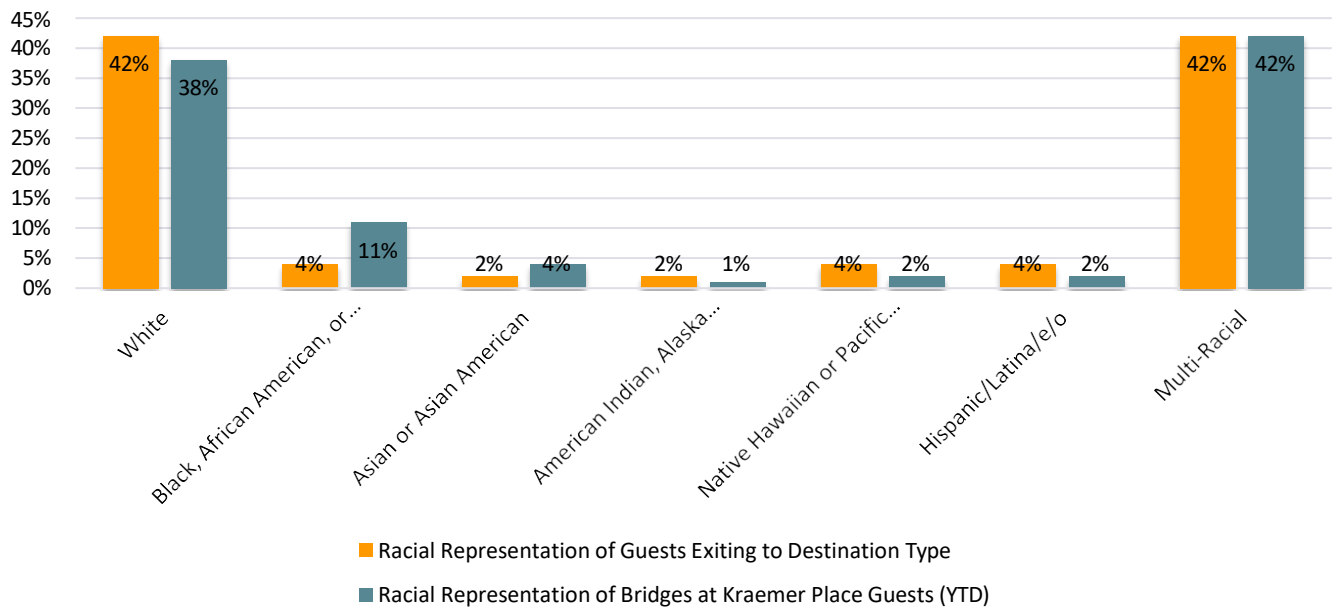
**Racial Categories based on 2024 HMIS Data Standards effective October 1, 2023*



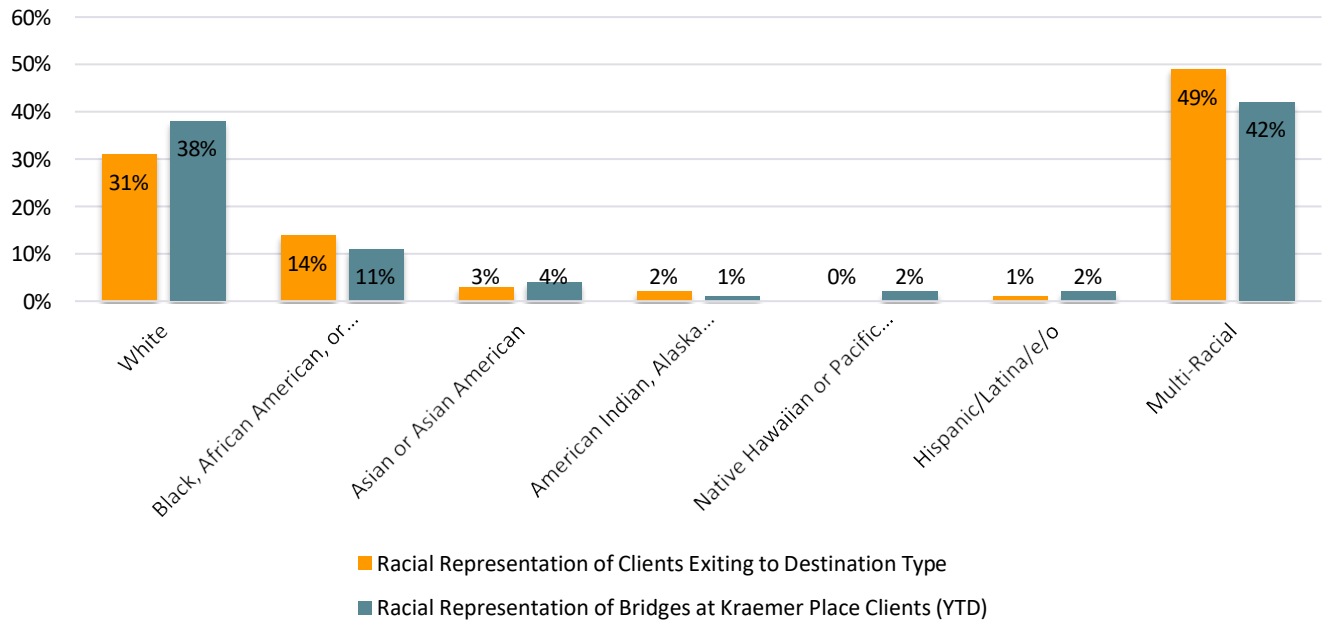
Temporary Destinations



Homeless Destinations



Unknown Destinations



AGENDA ITEM #3

**Discuss and Approve
Creation of Ad Hoc
Committee**

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.
 2. 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 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.

Community Advisory Board

ARTICLE VI: REMOVAL OF MEMBERS AND MEETING ATTENDANCE

1. 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.