

**LEGAL SERVICES TRUST FUND COMMISSION  
HOMELESSNESS PREVENTION FUNDS COMMITTEE MEETING**

**Meeting Summary and Action Items**

Friday, October 1, 2021, 1:00 p.m.–4:00 p.m.

State Bar of California (Conference Call via Zoom)

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**Roll Call**

**Members Present**

Chair Jim Meeker  
Banafsheh Akhlaghi  
Eric Isken  
Tammy Mahoney  
Richard Reinis  
Kim Savage  
Christian Schreiber

**Liaisons**

Bonnie Hough (Judicial  
Council)

**Public Members**

Will Boschelli (Commission  
member participating as a  
member of the public)

**Staff**

Brady Dewar  
Donna Hershkowitz  
Danielle MacRae  
Chris McConkey  
Doan Nguyen  
Dan Passamaneck

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**Members Absent**

Amin Al-Sarraf

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**OPEN SESSION**

Chair Jim Meeker called the meeting to order at 1:00 p.m.

**I. ROLL CALL**

Roll call was taken, and quorum was established.

**II. CALL FOR PUBLIC COMMENT**

Chair Meeker invited members of the public to comment on any items on the agenda.  
No public comment was made.

**III. CONSENT**

**A. Approval of Meeting Summary and Action Items from the August 31, 2021, Meeting**

Chair Meeker asked that the draft Meeting Summary and Action Items for the August 31, 2021, meeting of the Homelessness Prevention Grants Committee be amended to include a footnote on page four, referencing the studies mentioned by Bonnie Hough at the end of the second paragraph. As amended, the committee approved the August 31, 2021, meeting summary and action items by majority roll call vote (Akhlaghi moved, Schreiber seconded). The vote was as follows:

Yes (6): Meeker, Akhlaghi, Isken, Reinis, Savage, Schreiber

No: (none)

Abstention (1): Mahoney

#### **IV. DISCUSSION AND ACTION ITEMS**

##### **A. Discuss and Approve eligibility for 2021-2024 Homelessness Prevention Formula Grants**

Acting Program Supervisor Christopher McConkey reported on staff's review of applications for 2021-2024 Homelessness Prevention (HP III) Formula Grants, including one late application and several applications that had raised questions requiring further follow-up.

Alameda County Homeless Action Center (ACHAC) did not submit an application for an HP III formula grant by the deadline. ACHAC contacted the State Bar the following business day to ask about the HP III competitive grants and explained that they had not applied for a formula grant because they did not believe themselves to be eligible for that funding. Upon learning during this conversation that they were likely to be eligible for the formula grant, the organization prepared a complete HP III formula grant application and submitted it the following morning. Staff's assessment is that 1) ACHAC's failure to submit a timely application for a HP III formula grant was due entirely to a good faith misunderstanding; 2) ACHAC submitted its application promptly and in full as quickly as could be achieved upon realizing their error; 3) rejecting ACHAC's application solely because they missed the application deadline would have the ultimate result of depriving their client constituency of critical services that the legislature had intended to make available to all eligible Californians. Given these equities, staff recommended that this late application be accepted and considered.

Program Supervisor McConkey also reported that staff review had identified some issues requiring further detail or clarification to ensure that the proposed activities fell within the funding parameters or would not supplant existing funding. The schedule for staff's review and this committee meeting had been compressed to meet the legislature's mandate that these funds be distributed as soon as practicable, resulting in staff posting its memorandum and recommendations while still conducting follow-up. In the week between posting the memorandum and this committee meeting, staff had resolved all questions of eligibility and supplantation identified in their memorandum. Staff therefore recommended that all HP III formula applications that had raised any question of eligibility or supplantation be found eligible for funding.

McConkey noted that the legislature has clarified, after applications were due, that this grant must serve only indigent Californians. Staff will conduct follow up with

applicants that indicated they would serve non-indigent Californians, for correction or revision of these responses as necessary; none require any change in the staff recommendation.

Committee members inquired into plans to ensure non-supplantation consistent with the assurances in the applications. Staff reported that grantees were legally bound to ensure non-supplantation by their own responses on their applications, as well as by the signatures of their executive directors and board representatives on the grant assurances document that is part of each application. The monitoring process and application and budget review will provide windows for staff to confirm compliance with this condition of funding.

Committee members also requested an update on the September 21 gathering for HP III competitive grant applicants. At this gathering, applicants were encouraged to develop partnerships or other cooperative relationships to be supported by HP III competitive grants, as recommended by the legislature. The gathering was attended by as many as 100 participants and feedback was overwhelmingly positive.

At the conclusion of the staff report, Chair Meeker called for a motion to approve a resolution that all 75 applications for HP III formula grants are eligible for funding. The Homelessness Prevention Committee approved that resolution by unanimous roll call vote (Reinis moved, Akhlaghi seconded).

#### **V. ADJOURN**

There being no other business, the meeting was adjourned at 2:03 p.m.