



The State Bar of California

Legal Services Trust Fund Commission Homelessness Prevention Funds Committee Teleconference

Open Session Minutes
Thursday, December 1, 2022
1:00 p.m.–4:00 p.m.

Time Meeting Commenced: The Homelessness Prevention Funds Committee meeting commenced in open session at 1:05 p.m.
Time Meeting Adjourned: 3:00 p.m.
Chair: James Meeker
Committee Coordinator: Christopher McConkey
Members Present: Eric Isken, James Meeker, Christian Schreiber
Members Absent: Banafsheh Akhlaghi, Tammy Mahoney

OPEN SESSION

1. Call to Order
The Legal Services Trust Fund Commission Homelessness Prevention Funds Committee meeting was called to order by Chair Meeker.
2. Roll Call
Roll call was taken and a quorum was established.
3. Call for Public Comment
Chair Meeker called for public comment, inquiring as to whether any persons wished to comment on any agenda item. There were no members of the public who wished to speak on any agenda item.
4. Approval of Minutes

4.1 Open Session Minutes: October 20, 2022

Moved by Schreiber, seconded by Meeker.

Ayes – (3) Isken, Meeker, Schreiber

Noes – (0)

Abstain – (0)

Absent – (2) Akhlaghi, Mahoney

Motion passed.

5. Homelessness Prevention Grants

5.1 Approve Legal Services for Children's Late Application for 2023-2024 Homelessness Prevention (HP 4) Funding

Senior Program Analyst Zelnick reported on Legal Services for Children's (LSC's) late application. The Committee decided to handle the application with agenda item 5.2.

5.2 Recommend HP 4 Grantees and Awards to the Legal Services Trust Fund Commission

Senior Program Analyst Zelnick presented the scoring team's recommendations. Two commissioners and three State Bar staff members scored proposals: Committee Chair James Meeker, Commissioner Tammy Mahoney, Program Director Doan Nguyen, Senior Program Analyst Jennifer Zelnick, and Program Analyst Alexa Montalvo. The team arrived at consensus scores for every proposal.

Senior Program Analyst Zelnick reported on six applications that had technical issues. The scoring team recommends funding 45 of the 46 proposals. It defers to the committee on whether to accept the late application by LSC. In the following resolution, Chair Meeker abstained as to Public Law Center and Commissioner Isken as to Wage Justice Center.

RESOLVED, that the Legal Services Trust Fund Commission Homelessness Prevention Funds Committee accepts the late application by Legal Services for Children.

FURTHER RESOLVED, that the Legal Services Trust Fund Commission Homelessness Prevention Funds Committee recommends the 2023-2024 homelessness prevention competitive grant recipients and amounts as described herein.

Moved by Isken, seconded by Meeker.

Ayes – (3) Isken, Meeker, Schreiber

Noes – (0)

Abstain – (0)

Absent – (2) Akhlaghi, Mahoney

Motion passed.

5.3 Discuss Distribution of HP 4 Funds Remaining After Initial Awards

Senior Program Analyst Zelnick presented on the funds remaining from the initial HP 4 competitive grants. The committee will recommend to the Commission that it delegate to the committee authority to distribute the remaining funds.

- 5.4 Approve Description of the Homelessness Prevention Funds Committee
Senior Program Analyst Zelnick presented a draft description of the committee.

RESOLVED, that the Legal Services Trust Fund Commission Homelessness Prevention Funds Committee recommends the following description as its charge:

The HOMELESSNESS PREVENTION FUNDS COMMITTEE is charged with administering funding for homelessness prevention (HP) legal aid. Recognizing that civil legal problems both cause and stem from homelessness, California creates grants for HP legal services. The committee oversees grantmaking, grantee compliance, and reporting for these awards. For formula funds, the committee reviews project eligibility and budgets. For competitive grants, it approves requests for proposals, designs scoring rubrics, and scores submissions. The committee typically recommends awards to the full commission for approval. It also oversees grantee compliance and reporting. This is to ensure adherence to federal and state requirements and the strategic use of public dollars to prevent homelessness at the individual and systemic levels. Since 2019, HP awards have been multi-year—spanning 18 to 37 months—and used federal (Coronavirus State Fiscal Recovery) and state (National Mortgage Special Deposit and general) funds.

Moved by Schreiber, seconded by Isken.

Ayes – (3) Isken, Meeker, Schreiber

Noes – (0)

Abstain – (0)

Absent – (2) Akhlaghi, Mahoney

Motion passed.

- 5.5 Staff Report on the Homelessness Prevention 1, 2, and 3 Grants
Senior Program Analyst Zelnick presented data from Homelessness Prevention (HP) 1, 2, and 3 reports. This included data on client outcomes, demographics, areas of law, and levels of service. The committee discussed whether the impact of HP services has been commensurate with the amount of funds.
- 5.6 Homelessness Prevention Grant Monitoring
Senior Program Analyst Zelnick reported on Inland Counties Legal Services (ICLS) and Advancing Justice – Asian Law Caucus (AJ-ALC).

5.6.1 Discuss Advancing Justice - Asian Law Caucus

AJ-ALC had yet to spend its HP 2 formula grant as of September 2022, about 21 months into the 36-month grant. On November 2, 2022, State Bar staff asked AJ-ALC to submit a spending plan by November 11, 2022. AJ-ALC provided a brief explanation, emphasizing hiring in early 2023. State Bar staff requested more detail and AJ-ALC submitted a budget the day before this committee meeting. The committee discussed the feasibility of that plan.

RESOLVED, that the Legal Services Trust Fund Commission (Commission) Homelessness prevention Funds Committee recommends to the Commission that Asian Americans Advancing Justice – Asian Law Caucus return the first two installments of its 2021-2023 Homelessness Prevention (HP 2) Formula award (\$167,514 of \$251,271) and that it not receives its third installment due to failure to begin spending its grant as of December 1, 2022.

Moved by Schreiber, seconded by Meeker.

Ayes – (3) Isken, Meeker, Schreiber

Noes – (0)

Abstain – (0)

Absent – (2) Akhlaghi, Mahoney

Motion passed.

5.6.2 Discuss Inland Counties Legal Services

ICLS reported high main benefits for the first 6-7 months of its HP 3 grants. State Bar staff asked ICLS to show that it refrained from supplanting existing resources with HP 3 funds. ICLS showed that sufficient other funding ended before HP 3 began. It also created new positions with HP 3 dollars.

ADJOURN