



Legal Services Trust Fund Commission Homelessness Prevention Funds Committee Meeting
Teleconference

Open Session Minutes
Wednesday, March 1, 2023
1:00 p.m. – 4:00 p.m.

Time Meeting Commenced: The Homelessness Prevention Funds Committee meeting
Commenced in open session at 1:02 p.m.
Time Meeting Adjourned: 3:12 p.m.
Chair: James Meeker
Committee Coordinator: Chris McConkey
Members Present: Banafsheh Akhlaghi, Eric Isken, Tammy Mahoney, James
Meeker, Christian Schreiber
Members Absent: None

OPEN SESSION

1. **Call to Order**
Chair Meeker called the meeting to order.
2. **Roll Call**
Roll call was taken, and a quorum was established.

Chair Meeker called for public comment, inquiring as to whether any person(s) wished to comment on any agenda item. There were two public comments provided: one by a liaison, and the other by a member of the public.¹

Zach Newman, Directing Attorney with the Legal Aid Association of California (LAAC), provided public comment on item 4.2.

Kim Kruckel, Executive Director of Child Care Law Center, provided public comment on item 4.1.

3. Approval of Minutes

3.1 Open Session Minutes: March 1, 2023

Moved by Akhlaghi, seconded by Schreiber.

Ayes – (4) Akhlaghi, Isken, Schreiber, Meeker

¹ 1 A recording of this meeting, including any public comments, is available at board.calbar.ca.gov/Meetings.aspx.

Noes – (0)
Abstain – (1) Mahoney
Absent – (0)

Motion carries.

4. Homelessness Prevention Grants

4.1 Approve Recommendations for 2021-2023 Homelessness Prevention (HP 2) and 2021/2022-2024 Homelessness Prevention (HP 3) Grant Budget Revisions

Jennifer Zelnick, Senior Program Analyst, presented on the budget revisions received from Homeless Prevention (HP 2 and HP 3) grantees. Staff presented on four requests that required committee approval, highlighting the explanations for the revisions provided by programs and staff's recommendations to approve the requests.

Staff from Public Counsel provided comment on their budget revision, which included a decrease in the overall amount of funding for their HP 3 Formula award. Additionally, they noted a correction to the presented budget revision. Public Counsel clarified their reason for the reduction, change in deliverables, and addressed questions that committee members raised regarding their inability to spend down the grant award.

Following discussion, the commission considered this resolution:

RESOLVED, that the Legal Services Trust Fund Commission (Commission) Homelessness Prevention Funds Committee (Committee) recommends to the Commission that it approve the recommendations for 2021-2023 Homelessness Prevention (HP 2) and 2021/2022-2024 Homelessness Prevention (HP 3) grant budget revisions and the updated deliverables for Public Counsel's HP 3 Formula and Competitive grants as described in staff's memo dated March 1, 2023, with the correction that the total amount of Public Counsel's HP 3 Formula funds will be reduced from \$2,600,319 to \$1,433,183, and not \$1,300,011. Similarly, Public Counsel's HP 3 Competitive funds will be reduced from \$1,100,000 to \$537,397.

Moved by Akhlaghi, seconded by Meeker

Ayes – (5) Akhlaghi, Isken, Schreiber, Mahoney, Meeker

Noes – (0)

Abstain – (0)

Absent – (0)

Motion carries.

4.2 Report on HP 3 Grant Spending and Services

Chris McConkey, Program Supervisor, presented the progress on spending and services reported by the 98 HP 3 grantees. This review reflects the services and spending reported in the first year of the three -year grant. For the spending review staff contacted programs that were at least 50 percent underspent as of September 30, 2022. Staff also gauged progress towards first-year deliverables, contacting programs that it thought might be under target. In reaching out to grantees that reporting underspending and/or were under target for their deliverables, programs provided clarification and explained what contributed to their progress.

To minimize the amount of unspent funds by the end of the grant period, staff recommended reassessing HP 3 spending in the summer or fall of 2023, and reallocating funding to programs who have indicated they would benefit from additional HP 3 funding. If forecasts show significant funds left over, the committee could seek to reallocate them by the end of 2023, giving programs absorbing more HP 3 funding at least one year to spend.

ADJOURN

DRAFT