

EFSP Local Board Meeting Minutes

Wednesday, May 11, 2011
United Way of the Inland Valleys
6215 River Crest Dr., Ste. B
Riverside, CA 92507

Attendees

Craig Redelsperger	<i>Community Connect</i>
Allen Villalobos	<i>Corona/Norco United Way</i>
Florita Jones	<i>Homeless Advocate</i>
Karen Patterson	<i>Homeless Advocate</i>
Eva Guenther-James	<i>Regional Access Project Foundation (Alternate)</i>
Dan Anderson	<i>Riverside Community Health Foundation</i>
Major Rick Peacock	<i>The Salvation Army</i>
Kari Hollis	<i>United Way of the Inland Valleys</i>
Linda Rogers	<i>Valley Restart Shelter</i>
Bill Earl	<i>Veteran's Services</i>

Absentees

Daryl Brock	<i>2nd Harvest Food Bank</i>
Jackie Hill	<i>American Red Cross</i>
Belinda Marquez	<i>Catholic Charities</i>
Rabbi Shmuel M. Fuss	<i>Chabad Jewish Community Center</i>
Helen Ross	<i>Lutheran Social Services</i>
Judith Cox	<i>Regional Access Project Foundation</i>
Debbie Cournoyer	<i>Riverside County Executive Offices</i>
Yvette Calbay	<i>Riverside County Housing Authority</i>
Lynne Brockmeier	<i>Riverside County Mental Health</i>
Mary Belardo	<i>Torres Martinez Desert Cahuilla</i>

DPSS Staff

Judith Murdock	<i>Homeless Programs Manager</i>
Jennifer Rosales	<i>Office Assistant III</i>

- I. Call To Order
Meeting called to order by Allen Villalobos at 9:02 AM.
- II. Introductions
Everyone was welcomed and self-introductions were given.
- III. Approval of Previous Minutes
Allen Villalobos entertained a motion for the approval of the April 13, 2011 minutes. Linda Rogers moved to carry the motion; Major Rick Peacock moved to second the motion. The minutes were approved with one abstention.

IV. Old EFSP Business

a. Phase 28 Closeout – Update

Judi Murdock reported that Jennifer Rosales sent out the EFSP Closeouts on Monday. She explained that Anabel Ramos has been out of the office and requested that she, Judi, be copied on all emails that are sent to Anabel.

b. Phase 29 – Awaiting National Board

There are no updates from the National Board regarding the Phase 29 awards. Judi Murdock explained that the national allocation of \$120 Million nationwide is about a forty percent cut from last year's amount.

c. Phase 30 – Project Application and Narrative

1. Electronic Version – Review & Update

Judi Murdock reported that she has hired the contractor and they are already working on the electronic application. She explained that the applications will be filled out on the website and will be submitted electronically. All pages over the nine page limit will be truncated.

There was a brief discussion on the following paragraph:

Your application will be scored based on your project narrative. The project narrative is limited to a maximum of 9 pages. Pages exceeding the stated limit will not be reviewed or scored.)

Kari Hollis motioned to revise the paragraph to read “Your application will be scored based on your responses to the following nine questions. Your responses are limited to a maximum of nine pages”. Major Rick Peacock moved to second the motion. All in attendance agreed. The motion carried.

After a brief discussion on the desired features of the online application, the group decided that they would like the following to be added:

- Spell check ability
- Interim save
- Go back ability
- Print at any point
- Print prior to submit
- Page indicator stating how many total pages are used
- “Once submitted, it is final”
- Allow the CoC Formal Membership Letter, 2-1-1, and Funding Request forms listed under Section One on the Required Documentation Checklist, to be downloaded/uploaded, or to be typed in directly and submitted via the website.

The group also decided that they would like to review the beta version once it is available. A special meeting may be called in order to review the electronic application.

Major Rick Peacock motioned to approve the requested features be added and to review the beta version when available. Craig Redelsperger moved to second motion. The motion carried.

There was an inquiry about applications being submitted early to be reviewed by DPSS staff to allow corrections to be made. Judi Murdock suggested that the graders be responsible for determining threshold, rather than DPSS staff. She explained that the electronic version of the application, which includes the documentation checklist, should eliminate the need for having DPSS staff review the applications for missing items.

2. Bonus Question

The group discussed whether to define or eliminate the bonus question regarding “expansion”. There was concern that the question may put many organizations at a disadvantage because of the current economic situation.

Kari Hollis motioned to eliminate the question. Craig Redelsperger moved to second the motion. The motion carried with two abstentions.

V. Old EHAP Business

a. Update

Handouts of the EHAP scoring and funding were provided. Judi Murdock briefly discussed the breakdown and explained that the state will be issuing the contracts and award letters.

VI. New Business

Major Rick Peacock issued his resignation for June 28, 2011. He is being transferred to San Diego. His replacements will be Captains Keith and Robin Bottjen. The nominations will take place at the July meeting.

VII. Calendar

The next meeting is scheduled for Wednesday, July 13, 2011. The board will be dark in June.

VIII. Announcements/Other

Craig Redelsperger announced that the 2nd annual Backyard Bash will be held on Saturday, May 21, 2011 at Orange Terrace Park in Riverside. Handouts were provided with details.

Kari Hollis announced that the Celebration Picnic will be on July, 17, 2011 from 11:30 AM to 3 PM at White Park in Riverside.

IX. Adjournment

Meeting adjourned by Allen Villalobos at 10:03 AM.