

**BAKERSFIELD-KERN REGIONAL HOMELESS COLLABORATIVE
MINUTES OF THE REGULAR MEETING OF THE EXECUTIVE
BOARD LOCATED AT: 601 24TH STREET, BAKERSFIELD,
CALIFORNIA HELD ON MONDAY, FEBRUARY 3, 2020, AT: 1:30
P.M.**

Present: Carlos Baldovinos, Louis Gill, Stephen Pelz, Jim Wheeler, Ryan Alsop, Carol Beecroft (via phone), Jacqui Kitchen

Absent: Russel Judd, Alan Tandy

1. Adoption of Agenda

A motion was made to Approve the Agenda by J. Kitchen, and seconded by C. Baldovinos. It was carried by J. Wheeler, C. Beecroft, and S. Pelz. Absent: R. Alsop, L. Gill, R. Judd, and A. Tandy. Abstentions: none.

2. Public Comments

There were no comments.

3. Report from Board Members or officers of the Board

There were no reports.

4. Approval of the Minutes of the Regular Meeting of January 6, 2020

A motion was made to Approve the Regular Meeting Minutes of 1/6/2020 by J. Wheeler and seconded by C. Baldovinos. It was carried by C. Beecroft and S. Pelz. Absent: R. Alsop, L. Gill, R. Judd, and A. Tandy. Abstentions: J. Kitchen.

5. Approval of the Minutes of the Special Meeting of January 21, 2020

A motion was made to Approve the Special Meeting Minutes of 1/21/2020 by J. Kitchen seconded by C. Baldovinos. It was carried by J. Wheeler, C. Beecroft and S. Pelz. Absent: R. Alsop, L. Gill, R. Judd, and A. Tandy. Abstentions: none.

6. Approval of Conflict of Interest Policy

S. Pelz reported he drafted the Conflict of Interest policy grounded on IRS' requirements and tailored it to the BKRHC. The policy gives guidelines on how to handle potential conflict of interest. If approved, Board members will need to sign acknowledging they received a copy of the policy on an annual basis.

A motion was made to Approve the Conflict of Interest Policy by J. Wheeler seconded by C. Baldovinos. It was carried by J. Kitchen, C. Beecroft and S. Pelz. Absent: R. Alsop, L. Gill, R. Judd, and A. Tandy. Abstentions: none.

7. Establishment of Performance Goals for BKRHC Executive Director

S. Pelz reported he incorporated comments received at the last meeting to the Performance Goals for the BKRHC Executive Director, to include: tie a specific

percentage of the performance-based incentive to each goal and added a goal related to implementation of the 10-Year Plan.

It was recommended to establish a 6-month priority for bullet points 1, 2, 5, and 7 and to reformat the list to feature priority goals first in the list.

J. Kitchen recommended adding HEAP and CESH as other funding sources that need to be coordinated.

R. Aslop joined the meeting at 1:43 p.m.

A motion was made to Approve the Performance Goals for BKRHC Executive Director as Amended by J. Kitchen seconded by C. Baldovinos. It was carried by J. Wheeler, C. Beecroft, R. Alsop, and S. Pelz. Absent: L. Gill, R. Judd, and A. Tandy. Abstentions: none.

8. Approval of Homeless Housing, Assistance and Prevention Program (HHAP) CoC Funding Allocations

S. Pelz explained he made revisions to the HHAP allocations that were triggered by changes to the City and County's allocation and asked the Board to approve revised CoC allocation as presented.

A motion was made to Approve the HHAP CoC Funding Allocations by R. Alsop, and seconded by J. Wheeler. It was carried by C. Baldovinos, C. Beecroft, J. Kitchen, and S. Pelz. Absent: L. Gill, R. Judd, and A. Tandy. Abstentions: none.

9. Designation of HHAP Authorized Representative and Signatories for BKRHC

S. Pelz recommended identifying an authorized representative and backup signatories for the BKRHC CoC application submittal.

R. Alsop recommended the Chairman, S. Pelz, as the authorized signatory and representative.

A motion was made to Approve Stephen Pelz as the Authorized Representative and Signatory for BKRHC by R. Aslop seconded by J. Wheeler. It was carried by C. Baldovinos, C. Beecroft, and J. Kitchen. Absent: L. Gill, R. Judd, and A. Tandy. Abstentions: S. Pelz.

10. Approval of Memorandum of Understanding with Hospitals for Performance Based Incentive

S. Pelz reported copies of the MOU with hospitals for the performance-based incentive were provided to Board members. Kern Medical's legal counsel drafted the MOU and the MOU template will be used with with Adventist Health, Bakersfield Memorial Hospital, Kern Medical and Mercy Hospital. Each MOU will be for a 3-year term and each hospital will award \$10,000 to BKRHC to end homelessness, with one lump sum payment by April 1st. There are no conditions tied to the MOU. The total amount combined between all MOUs is \$40,000.

A motion was made to Approve Memorandum of Understanding with Hospitals for Performance Based Incentive with minor revisions by J. Wheeler seconded by R. Alsop. It was carried by C. Baldovinos, C. Beecroft, J. Kitchen, and S. Pelz. Absent: L. Gill, R. Judd, and A. Tandy. Abstentions: none.

L. Gill joined the meeting at 2:02 p.m.

11. 100-Day Challenge Update

J. Kitchen provided a brief report and handed out notes on the 100-Day Challenge. Ms. Kitchen explained there are not a lot of details on the program. Other jurisdictions are participating in the program and the Governor is interested for Bakersfield to participate. There is no cash incentive tied to the program. The outcome of the program is obtaining technical assistance from a consulting firm.

No Action was taken.

12. Financial Update

S. Pelz reviewed the financials with the board and highlighted a check in the amount of \$5,000 from Health Net was received and deposited. Two checks were issued: one for the insurance policy and one to pay for the Collaborative's website services.

A motion was made to Receive and File the Financial Update by J. Kitchen seconded by R. Alsop. It was carried by C. Baldovinos, L. Gill, C. Beecroft, J. Wheeler, and S. Pelz. Absent: R. Judd and A. Tandy. Abstentions: none.

A motion was made to Convene into Closed Session by C. Baldovinos seconded by R. Alsop. It was carried by J. Kitchen, L. Gill, C. Beecroft, J. Wheeler, and S. Pelz. Absent: R. Judd and A. Tandy. Abstentions: none.

13. Closed Session: Conference with regard to negotiations related to Executive Director pursuant to Government Code section 54957.6

By unanimous consent direction was given under item 13.

14. Approval of Employment Agreement with Anna Laven for BKRHC Executive Director

A motion was made to Approve Employment Agreement with Anna Laven by J. Kitchen seconded by J. Wheeler. It was carried by C. Baldovinos, L. Gill, C. Beecroft, R. Alsop, and S. Pelz. Absent: R. Judd and A. Tandy. Abstentions: none.

The Executive Board decided to change the time for all future Board meetings to 2 p.m.

15. Adjournment

A motion was made to Adjourn the Regular Meeting of the Executive Board of the Bakersfield-Kern Regional Homeless Collaborative, held on Monday, February 3, 2020 at 1:30 p.m. by R. Alsop and seconded by C. Baldovinos. It was carried by J. Kitchen, C. Beecroft, J. Wheeler, L. Gill, and S. Pelz. Absent: R. Judd and A. Tandy. Abstentions: none.