

Reaching Home – Community Advisory Board (CAB)

February 15, 2024 1:30pm-3:30pm Microsoft Teams

PRESENT: Sylvia Ceacero, Aly Essa, Calvin Leitner, Ron Rice, Jason Walsh, Ian Bermeo, Lee King, Jared Melvin, Bojan Grbavac, Jennifer Fox, Warren Chen (ex-officio)

STAFF: Jerry Michael, Don Elliott , Christine O'Brien (recorder)

REGRETS: Margaret Charlie, Sharlene Law, Jordan Koe, Clint Kuzio,

Meeting called to order at 1:31pm by Chair, Aly Essa

1. Territorial Acknowledgement, Welcome & Roll Call

The chair provided a Territorial Acknowledgment and welcomed CAB members, CRD staff and guests to the meeting.

CRD staff recorded members in attendance.

2. Approval of Agenda

Motion to approve the agenda as presented.

MOVED by Jared Melvin

SECONDED by Jason Walsh

CARRIED

3. Approval of December, 2023 Meeting Minutes

Motion to approve the minutes as amended.

MOVED by Lee King

SECONDED by Jared Melvin

CARRIED

4. Business Arising from Previous Minutes

No business to review.

5. CE Administrative updates: CAA/HIFIS

CRD Staff provided an update on CAA/HIFIS

- In January, CRD staff received notification from Canada on requirements for receiving an additional 2 years of funding.
- The required milestones include:
 - Signing of the HIFIS Project Charter by BC Housing, CRD and Infrastructure Canada.
 - Configuration of HIFIS sandbox by BC Housing.
 - Approval of the provincial Privacy Impact Assessment by the Office of the Information and Privacy Commissioner.
 - Approval of critical path for Reaching Home implementation in BC.

- The HIFIS Business Analyst had to resign in January, the RFP for this work will be reissued.

6. CE Administration

CRD staff provided an administrative update:

- Thank you for responding to the Winter Top Up motion, due diligence on contract amendments is underway.
- To date, CRD staff have not received a response back on questions about deviating from the 2024 PiT Count methodology posed by the CAB.
- CRD in process of reviewing Q3 claims and issuing advances/reimbursements.

7. Call for Proposals – 2024-26

Jason Walsh and Calvin Leitner recused themselves at 1:52pm

Motion:

The CE negotiate and enter contracts with the seven (7) applications identified in table 1:

1. Commencing April 1, 2024, the CRD, as Community Entity for the Reaching Home Program, enter into sub-project agreements to allocate up to \$3.75 million in the years 2024-2025 and 2025-2026.
 - a. The total amount of funding recommended be considered as approximate values to allow the CE to conduct the necessary due diligence and approve budget changes not to exceed plus or minus 15% of the recommended amount, and
 - b. The proponents demonstrate the ability to fulfill all Reaching Home Program administrative requirements identified through due diligence to be completed by CE staff.

AND

- c. That the CE engage with other applicant organizations identified as pending in table 1 to allocate any remaining Designated Communities funds at the discretion of the CE, subject to Reaching Home Program terms and conditions compliance, to be determined by the CE.

MOVED by Lee King

SECONDED by Jared Melvin

That the motion be amended by deleting:

The CE negotiate and enter contracts with the seven (7) applications identified in table 1

And include:

The CE negotiate and enter into contracts with consideration of application scores, unique demographics, unique services and geographic considerations.

MOVED by Jared Melvin **SECONDED** by Sylvia Ceacero

CARRIED

Motion was CARRIED as amended.

8. Adjournment

Motion to Adjourn.

MOVED by Jared Melvin **SECONDED** by Sylvia Ceacero

CARRIED

The meeting was adjourned at 3:06pm

9. Action Items

- CRD staff to explore how other CAB's review RFPs and select new projects.