



**TEHAMA COUNTY  
CONTINUUM of CARE**

Tehama County Continuum of Care  
**Executive Council Meeting**  
**MINUTES**

**May 22, 2019 at 9:00 AM**  
Red Bank Room, Tehama County Administration

**IN ATTENDANCE:**

Michele Brousseau, Tehama County Health Services Agency,  
Mental Health Division  
Andrea C. Curry, Empower Tehama, CoC & HMIS Coordinator  
Amanda Jenkins, Red Bluff City Council  
Tara Loucks-Shepherd, Tehama County Department of Social  
Services  
Valerie Lucero, Tehama County Health Services Agency

Excused:  
Steve Chamblin, Tehama County Board of Supervisors  
Jeremiah Fears, Corning Police Department  
Gail Locke, Continuum of Care Chairperson  
David Madrigal, Tehama County Community Action Agency  
E.C. Ross, P.A.T.H.  
Jim Southwick, Tehama County Department of Education

Notes by: Andrea C. Curry

<i>Topic</i>	<i>Discussion</i>
Discussion of minutes & agenda from previous Executive Council Meeting	The minutes & agenda from the Executive Council meeting held on March 22, 2019 were made available prior to this meeting for review. Due to absence of a quorum at this meeting, approval of these minutes was tabled until June's meeting.

<i>Topic</i>	<i>Discussion</i>
Stakeholders' Meeting/Vista Way Navigation Center Update	<p>Val reported that the Vista Way Executive Committee has continued to meet monthly and has reviewed the draft Request for Expressions of Interest (REOI) and the four draft policies. They have not requested any revisions, and approval of the REOI is ready to go to this Executive Council for final approval. During their May 8 meeting, the VWEC also discussed establishing an ongoing Vista Way Advisory Board that would meet quarterly once the facility is up and running as well as establishing a smaller subcommittee whose role would be to respond quickly to incidents was also discussed.</p> <p>On April 16, the Red Bluff City Council considered a resolution establishing limited parking in a No Parking Zone adjacent to the Navigation Center on a portion of the south side of Vista Way. The proposed parking would be for passenger vehicles only during business hours, and truck parking would remain prohibited. Concerns were voiced by some Red Bluff residents, including regarding impacts on pedestrians. The council voted 3-2 in favor of having city staff look into the idea further and asked that it be brought back before them at that time.</p> <p>Also on April 16, the board of Supervisors considered and approved two items related to the Vista Way Navigation Center. The first was an agreement between the County and Empower Tehama for the utilization of the HEAP funds to get started on the Vista Way Navigation Center remodel. Empower Tehama agreed to be the grant administrative entity on behalf of the CoC, thereby submitting application and being awarded the HEAP funds. The second item is an agreement between the County and Nichols, Melburg, and Rossetto Architects (NMR) to provide architectural/engineering services for the Vista Way Navigation Center remodel.</p> <p>The Stakeholders' Group meeting, scheduled for April 17 was cancelled due to lack of agenda items. The next full Stakeholders' Group meeting is scheduled for June 19 at 3:00 PM in the Tuscan Room at Tehama County Admin. Likewise, the Vista Way Center Subcommittee cancelled their meeting that was scheduled for May 1. Their next meeting is scheduled for June 5 at 3:30 PM, location TBD.</p>

<i>Topic</i>	<i>Discussion</i>
HMIS/Coordinated Entry	<b>HMIS:</b> Andrea reported that both the PIT/HIC reports and the annual System Performance Measures report was submitted on time to HUD. The PIT/HIC report that was submitted was provided prior to this meeting for the group to review. Andrea provided an explanation regarding the decision made in 2016

regarding not including the ABI09 transitional housing project(s) in the CoC's Housing Inventory County (HIC) due to the project(s) eligibility criteria not matching closely enough with HUD's definition of Transitional Housing, and the impact that including the project(s) would have on Tehama County's overall HMIS bed coverage. It was suggested that this be re-evaluated in the future if the CoC becomes aware of new relevant information or change to the project(s).

**Coordinated Entry System:** Andrea reported that 2-1-1 is now set up in the CES and can enter assessments. They will offer assessments to Tehama County callers and will submit them via the current system until the new HOME system is configured.

Topic	Discussion	Action
Capacity Building	<p><b>Emergency Solutions Grant (ESG) Program</b> TCCoC received two applications into the local ESG selection process – one from PATH Rapid Rehousing requesting recommendation for the non-competitive RRH component and one from Empower Tehama Domestic Violence Emergency Shelter requesting recommendation into the competitive ES/RRH/SO component. Due to illness, one member of the Rating and Ranking committee was unable to complete evaluations of the applications. Tara suggested that David Madrigal may be willing to substitute in for her. Tara will take hard copies of the applications and scoring sheets to David. It is expected that both applications will be approved and zero applications will be rejected. Once the third Rating and Ranking sheet is submitted, Andrea will prepare the package for Gail's signatures and arrange to have them signed and submitted to HCD.</p> <p><b>California Emergency Solutions and Housing (CESH):</b></p> <ul style="list-style-type: none"> <li>• The final draft of the Request for Expressions of Interest (REOI) was provided to council members prior to this meeting for review. Due to absence of a quorum at this meeting, a vote did not take place. It was suggested that we try to schedule a special meeting to vote on its approval prior to the next meeting of the Vista Way Executive Committee.</li> <li>• Andrea reported that the application for the 2<sup>nd</sup> round of CESH funds is due on June 28. \$484,535 has been allocated for use by CA-527 in this NOFA. A discussion took place regarding the appropriate use of these funds. Suggestions included combining 2<sup>nd</sup> round funds with 1<sup>st</sup> round CESH funds and HEAP funds to support activities at the Vista Way Navigation Center, continued support for HMIS and CES activities, and funding interventions to address identified needs in the interim while waiting for the VVNC to enter service, such as operation of the mobile shower unit and ensuring that the Winter Shelter has space to operate by compensating host churches for the financial impact of hosting the shelter. Val reported that a meeting has been scheduled with PATH to discuss getting the shower trailer in service. Costs will include operation of the unit as well as staffing to provide street outreach services on-site with the unit. Andrea will develop a suggested budget breakdown to include in application for the 2<sup>nd</sup> round of CESH funds based on this discussion, and an Action Item will be included on June's meeting agenda. The application is due to HCD on June 28.</li> </ul> <p><b>Homeless Emergency Aid Program (HEAP):</b></p> <ul style="list-style-type: none"> <li>• <b>Youth set-aside funds:</b> As part of a discussion regarding determining how to distribute HEAP youth set-aside funds, the council reviewed key results from the survey of school homeless liaisons originally presented by Jim Southwick in March. It was suggested that the CoC publish an RFP through which providers who serve youth could submit applications to be awarded these funds. Due to absence of a quorum at this meeting, this item will be tabled and carried over to June's Agenda.</li> <li>• <b>Immediate Needs:</b> Winter shelter is now closed until November. Smaller providers (i.e., faith-based programs) see a steep uptick in requests for emergency assistance during this time of year. Andrea suggested that the council consider approving a transfer of up to \$5,000 from Administrative Costs to "Operating Support for Short Term, Emergency Housing Interventions" to be made available to these smaller providers to accommodate such requests. Due to absence of a quorum at this meeting, this item will be tabled and carried over to June's Agenda.</li> </ul>	<p>Tara will request that David substitute for Gail on Rating and Ranking of ESG applications.</p> <p>Andrea will email council members to see if a short special meeting can be scheduled to approve REOI.</p> <p>Andrea will develop a suggested budget breakdown to include in application for the 2<sup>nd</sup> round of CESH funds to be reviewed at June's meeting.</p>

The next Executive Council Meeting is scheduled for **June 26, 2019** at 9:00 AM in the Red Bank Room at Tehama County Admin.