



**TEHAMA COUNTY  
CONTINUUM of CARE**

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

**June 27, 2018 at 9:00 AM**  
Tehama County Department of Social Services

**IN ATTENDANCE:**

Andrea C. Curry, Empower Tehama, CoC & HMIS Coordinator  
Amanda Jenkins, Red Bluff City Council  
Gail Locke, CoC Chairperson  
Michele Brousseau, Tehama County Health Services Agency,  
    Mental Health Division  
Valerie Lucero, Tehama County Health Services Agency  
David Madrigal, Tehama County Community Action Agency  
E.C. Ross, P.A.T.H.

**Excused:**

Lisa Kassik, Rancho Tehama Community Church  
Tara Loucks-Shepherd, Tehama County Department of  
    Social Services

Notes by: Caden Moniz

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Discussion of minutes from previous Executive Council Meeting	The minutes from the Executive Council meeting held May 23, 2018 were made available prior to this meeting for review. <b>No revisions requested, approved as emailed.</b>	

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Stakeholders' Meeting	The quarterly Stakeholders' Group meeting was held on June 20, with a turnout of about 34 stakeholders. James Coles from Housing Tools, presented an overview of the 10-Year plan, a draft of which was distributed to stakeholders on June 13. Questions and comments were fielded and noted. Val also reported that a few stakeholders had sent suggested changes and additions for the draft by email, which will be reviewed by TCHSA and passed on to James. Andrea demonstrated how to access and use the shared Google Forms document that has been developed to collect input on the plan for the One Stop. The next full Stakeholders' Meeting is scheduled for August 15 at 3:00 in the Tuscan Room. Start time has been moved back from 3:30 to 3:00 to accommodate schedules of attendees. The next One Stop Subcommittee will be meeting monthly at 1:30 PM in the Tuscan Room.	

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
HMIS/Coordinated Entry	TCCoC is continuing the discussion with 211 regarding 211 serving as an entry point for the CES in Tehama County. Larry Olmstead with United Way NorCal has set up a conference call for June 29 that will include representatives from InterFace Counseling in Ventura County, the organization that runs the call center that Tehama 211 calls go to. Andrea will be participating in the call as the primary contact from TCCoC, and Deanna from Health Services, as well as Gail and Tara from this council have been invited.	

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
HUD RRH Training	Andrea received a Save the Date email regarding an upcoming HCD Rapid Rehousing Training, slated to occur in October with location TBA (California-based). Each CoC will be permitted to send a limited number of staff to this training, though the exact number is not yet known. The consensus reached by the council was that Jennifer Ragsdale from PATH's RRH program and Tara Loucks-Shepherd from CalWORKs BOOST Program should be prioritized to attend, and that a third seat, if available, should be filled by David Madrigal or his designee from TCCAA. When registration becomes available, no further authorization is needed from the CoC for these individuals to register for the seats reserved for TCCoC providers.	

Topic	Discussion	Action
Capacity Development – Open Funding Opportunities	<p><b>Emergency Solutions Grant Program:</b> The annual ESG NOFA from HCD was released on June 8. Because the state de-coupled its California ESG funds from the program that distributes federal ESG funds to projects in California, the total amounts available are lower than originally anticipated in both the Non-Competitive Rapid Rehousing component and the Competitive component that funds Emergency Shelter, Street Outreach or Rapid Rehousing projects. There have been some changes to the process that the CoC needs to follow in order to recommend projects to HCD, but there have been no changes to the process that must be implemented locally for selecting projects to recommend. The final applications for projects recommended by the CoC are due to HCD by August 7. The local process – a request for Project Overviews - must be implemented and projects selected for recommendation in time to allow projects to complete the full ESG applications. Andrea distributed copies of the documents used in 2017's TCCoC local ESG process and suggested that the process remain the same. It was discussed that Andrea will distribute a proposed timeline for implementing this process and documents updated for 2018 by email to this council for feedback, and, once any concerns have been addressed, will post the announcement to the TCCoC website to open the 2018 request for Project Overviews.</p>	<p>Andrea will update previous local ESG process documents and distribute them, along with a proposed timeline, for review.</p>

  

	<p><b>FY2018 CoC Application</b> – The annual Continuum of Care Program NOFA was released by HUD on June 20. Having no projects eligible for renewal funds, TCCoC is still only eligible to apply for CoC Planning funds and Bonus funds. In FY2017, the only Bonus funds available were under the Permanent Housing Bonus. This year, there are additional funds available under a new DV Bonus Funds component. Final applications are due to HUD by September 18, however, project applications must be submitted to the CoC for rating and ranking 30 days prior to that deadline. In the past, TCCoC has conducted a Request for Letters of Interest first, then selected projects to complete full applications. This was intended to save applicants from needing to complete the full application in eSnaps if they were not going to be selected to apply as part of TCCoC's consolidated application, however, this process actually proved to cause extra work for projects that were ultimately selected to submit full applications because the timeline required by HUD and described in the NOFA, as little turnaround time was possible between announcement of the results of the rating and ranking of Letters of Interest and the deadline for having project applications submitted to the CoC in eSnaps. Andrea suggested that the process be revised this year to better align with the process used by most CoCs – that project applicants not be required to submit Letters of Interest for rating and ranking, but instead be required to complete full applications in eSnaps that would then be rated and ranked in order to determine which applications would be included with TCCoC's Consolidated application. Andrea distributed a proposed timeline and a copy of last year's process documents to the council for review. It was discussed that Andrea will revise the documents used in FY2017 to reflect the change in process that omits the submission of Letters of Interest and will distribute a draft of the revised process to council members for review.</p>	<p>Andrea will update previous local CoC Program Project Application process documents and distribute them for review.</p>
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The next Executive Council Meeting is scheduled for July 25, 2018 at 3:00 AM at Empower Tehama's Counseling Center at 20 Antelope Blvd. Time and location changed to accommodate TCDSS All Staff meeting scheduled the morning of July 25 and room availability.