



**TEHAMA COUNTY  
CONTINUUM of CARE**

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

# MINUTES

July 25, 2018 at 3:00 PM

Empower Tehama Counseling Center Meeting Room

**IN ATTENDANCE:**

Andrea C. Curry, Empower Tehama, CoC & HMIS Coordinator  
 Michele Brousseau, Tehama County Health Services Agency,  
 Mental Health Division  
 Tara Loucks-Shepherd, Tehama County Department of Social  
 Services  
 Valerie Lucero, Tehama County Health Services Agency  
 E.C. Ross, P.A.T.H.

Excused:

Amanda Jenkins, Red Bluff City Council  
 Lisa Kassik, Rancho Tehama Community Church  
 Gail Locke, CoC Chairperson  
 David Madrigal, Tehama County Community Action Agency

Notes by: Andrea C. Curry

Topic	Discussion	Action
Discussion of minutes from previous Executive Council Meeting	The minutes from the Executive Council meeting held June 27, 2018 were made available prior to this meeting for review. <b>No revisions requested, approved as emailed.</b>	

Topic	Discussion	Action
Stakeholders' Meeting	<p>Val reported that the second draft of 10-year plan that the Stakeholders' Group has been working on with James Coles, consultant from Housing Tools, will be ready for review soon. The full group has not met in the time since the last Executive Council meeting, but both the One-Stop Subcommittee Temporary Housing Subcommittee have met recently.</p> <p>The One-Stop Subcommittee met on July 18 and has continued working on plans for the One-Stop Navigation Center, potentially to be housed at TCHSA's Vista Way building. A "Wish List" of features is currently being hosted in a Google Doc, to which stakeholders have been invited to collaborate. Val and Jayme will copy that document down and prioritize the list to determine which need addressed in the first phase and which will be reserved for a later phase. They will then enlist the help of the architecture/planning firm that the county has used several times in the past to begin the process of determining cost and feasibility and provide projections that will be needed for funding applications. The next meeting of this subcommittee is scheduled for August 15 at 1:30 PM in the Tuscan Room.</p> <p>The Temporary Housing Subcommittee met on July 24. Smaller groups of this subcommittee also met recently. The group addressing Transitional Housing has identified 290 registrants as a population that does not currently have adequate transitional housing options available to it. The group addressing licensed facilities has discussed the specific types of facilities needed with local tribal representatives who they hope may have an interest in bringing such services to the area.</p> <p>The next Stakeholders' Meeting is scheduled for August 15, 2018 at 3PM in the Tuscan Room at the Tehama County Admin Building.</p>	

Topic	Discussion	Action
HMIS/Coordinated Entry	TCCoC is continuing the discussion with 211 regarding 211 serving as an entry point for the CES in Tehama County. Andrea and Michele participated in a conference on June 29 that included representatives from United Way Norcal, InterFace Counseling in Ventura County (the organization that runs the call center that Tehama 211 calls go to) and a representative from Shasta County CoC, as they are also interested in collaborating with 211 for Coordinated Entry. The call was productive, but no follow up information regarding potential cost of implementing the proposed partnership has yet to be received.	

	Migration of TCCoC's HMIS data from the multi-tenant Clarity system we currently use to our own, stand-alone Clarity instance has been postponed until after all HMIS reports needed for completing ESG and CoC applications has been extracted. Migration is now expected to take place in late August.	
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<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
ESG Program: Review of Rating and Ranking Results	Two Letters of Interest were submitted to be considered for recommendation by the CoC into the 2018 Federal Emergency Solutions Grant (ESG) Program as administered through HCD. PATH Rapid Rehousing submitted an LOI to be considered for the Non-Competitive Rapid Rehousing Component, and Empower Tehama submitted an LOI for Emergency Shelter to be considered for recommendation into the Competitive ESG Component. The Rating and Ranking Committee determined that both submissions met threshold requirements and sufficiently met HCD and local priorities. Both applications were approved for recommendation.	

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Governance Charter: Review of Suggested Amendments	Copies of the Governance Charter that include the suggested amendments were provided to the council members prior to this meeting. Val made a motion that the suggested amendments be posted to the TCCoC website for public comment. Michele seconded, motion passed.	

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
CoC Program: Review of Local Competition Process	It was determined at the June Executive Council meeting that the local competition process be revised to include the requirement that Project Applicants complete the eSNAPS application and submit it to the CoC through eSNAPS as part of the initial process rather after the Letter of Interest process as has been done in previous years. Andrea revised the instructions for FY2018's local process to reflect this change. The revised instructions were distributed electronically prior to this meeting for review. No changes were requested at this meeting. Andrea asked that any changes that council members wished to request be submitted to her by July 30. Val made a motion that the process instructions be considered approved on the 30 <sup>th</sup> if no changes were requested between this meeting and the end of day on July 30. E.C. seconded the motion. Motion passed.	Andrea will publish the FY2018 CoC Program local competition announcement to the CoC website on 8/1/2018 if no changes are requested. If changes are requested, Andrea will distribute a revised version electronically to council members to review prior to posting on the website.

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Finance Committee Update	A Finance/Funding Committee has been formed as part of the Stakeholders' Group. Members include Tara, Andrea, Michele and Dahisy Ramirez from TCHSA. The committee is working on a matrix that includes state, federal and local funding opportunities that support addressing housing and homelessness. The committee was originally intended to be short-term, but the group discussed the advantages of making it an ongoing activity in order to keep the matrix up-to-date and ensure that local projects had the information needed to take advantage of such funding opportunities and to ensure that we are working together to make the best use of resources rather than competing against one another. It was determined that this should be discussed again at the August meeting.	

The next Executive Council Meeting is scheduled for August 22 at 9:00 AM at TCDSS.

NOTE: August 22 meeting rescheduled for August 29 at 3:00 PM at Empower Tehama's Business Center at 1805 Walnut St.