

Tehama County Continuum of Care Executive Council Meeting



Meeting Minutes

August 24, 2022

Meeting held via Zoom

ATTENDANCE:	PRESENT	EXCUSED
Gail Locke , Chairperson		X
Tara Loucks-Shepherd , Vice-Chair; Tehama County Department of Social Services	X	
Jayme Boffke , Tehama County Health Services Agency	X	
Candy Carlson , Tehama County Board of Supervisors		X
Andrea Curry , Empower Tehama	X	
Jeremiah Fears , Corning Police Department		X
Johnna Jones , Red Bluff City Council (Alternate: Kris Deiters)	X	
Travis Lyon , Tehama County Health Services	X	
David Madrigal , Tehama County Community Action Agency	X	
E.C. Ross , Poor and the Homeless Tehama County Coalition (PATH)		X
Jim Southwick , Tehama County Department of Education	X	

Notes by: **Heather Henderson**

1. Adoption of Minutes from July 27, 2022

The minutes and agenda from the Executive Council meeting held on July 27, 2022 were made available prior to this meeting for review. Jim motioned to approve the minutes and Johnna seconded. The minutes were approved as emailed.

2. Additions to the Agenda

None

3. PATH Plaza Update

The construction project is gearing up to go to bid. The building plans have been cleared by the city and the final payment on the metal building has been made. The metal building has been delivered and is being stored at the Sale Property.

4. Permanent Housing Update

Travis is currently working with PATH and Empower Tehama to get the fifteen No Place Like Home (NPLH) apartments at Olive Grove filled through the Coordinated Entry process. The Olive Grove complex is close to completion, but construction has been delayed due to supply chain issues. The two projects in Red Bluff are moving forward with securing funding through development partners, including NPLH Round 4 funding. Project-based Section 8 vouchers have been secured for the units in both projects.

5. Stakeholders' Collaborative Update

The most recent Stakeholders' Meeting was held on August 3rd. Gail presented on the LIFT Event that will be held Friday, November 18th and staff from Giving University joined via zoom and gave a

short presentation at Scott Camp's request. Giving University will be visiting Red Bluff the week of LIFT. They are eager to see how a small town approaches homelessness. They have volunteered to help set up for LIFT and fill in where needed the day of the event.

6. Executive Council Membership

Executive Council Membership received an application from Kimberlee Monroe, Director of Client Services at Empower Tehama requesting appointment to this council as Empower Tehama's primary representative. Andrea has been serving as both the CoC Coordinator and as Empower Tehama's representative on the council, but reports that it this is not ideal. As an organization, Empower Tehama has only one vote on council actions. If appointed, Kimberlee will serve as Empower Tehama's primary representative with Andrea serving as her alternate. David made the motion to appoint Kimberlee Monroe, Director of Client Services at Empower Tehama to the Executive Council. Jonna seconded the motion and the motion passed. Andrea abstained from the vote on this action.

7. Executive Council Governance Charter

Article V, Section B of the CoC's Governance Charter currently reads: *"The Collaborative Applicant shall be an agent of local government or a non-profit organization and will be appointed annually by passing motion by the Executive Council prior to the close of the CoC Registration period. Under no circumstances shall an agency or organization accept appointment as Collaborative Applicant that intends to submit a request for CoC Program funds (not including CoC Planning Program Funds), new or renewal, as part of the CoC Application in a year in which the organization will act as Collaborative Applicant.* The Executive Council agreed to review this language to determine whether it was still relevant or should be amended. As the outcome of this decision could have direct financial bearing on Empower Tehama, Andrea and Heather stated that they would recuse from the discussion and any vote on this matter. Andrea and Heather left the Zoom meeting prior to any additional discussion taking place. A discussion then took place regarding the section in question. Council members voiced questions regarding compliance with HUD CoC regulations and how other CoCs addressed the matter of Collaborative Applicants potentially also applying for project funds. Tara offered to contact HUD Technical Assistance to obtain the answers to the council's questions and suggested that the matter be held over for further discussion by email among the non-conflicted members. The council agreed. Andrea and Heather were notified that they could re-join the Zoom meeting. After this meeting, Tara reached out to Scott Pruitt from the Cloudburst Group, the entity designated by HUD to provide CoC Technical Assistance to CoCs and submitted the council's questions. Tara then forwarded Ms. Pruitt's responses back to the council.

Once the council's questions had been satisfied and the council had no more discussion, David made a motion via email to adjust the charter with the proposed language stating, *"The Collaborative Applicant shall be an agent of local government or a non-profit organization and will be appointed annually by passing motion by the Executive Council prior to the close of the CoC Registration period. An agency or organization that accepts appointment as Collaborative Applicant may follow the CoC's processes for submitting a request for CoC Program Funds, including Planning Funds, which includes a Rate and Rank process and approval of the CoC Executive Council."* Johnna seconded the motion via email, after which Jayme, Candy, David, Johnna, Gail and Tara submitted "aye" votes via email. No "no" votes were received. The motion passed with 6 ayes and 0 noes.

8. Capacity Building

Andrea C. Curry

HUD Continuum of Care Program NOFO – The annual CoC Program NOFO local selection process launched August 18, 2022 with a submission deadline of August 31, 2022 for Project Applications. The CoC is eligible to submit Project Applications for Renewal Funds (one project) and can create New Projects only through re-allocation of renewal funds, through applying for CoC Bonus funds or DV Bonus Funds, as outlined in the funding opportunity announcement on the CoC's website.

Project Applications submitted by the local deadline will then go to the Rating and Ranking Committee for evaluation. Work is underway on the main CoC Application by Andrea and Heather, who will be reaching out to CoC member organizations as needed to update responses to questions in this year's application. A draft or drafts of the CoC Application will be shared with the council for review as they become available. The CoC is required to post a draft of the CoC Application, including attachments, and the Priority Listing on it's website at least 2 days before the final deadline submission deadline of September 30, 2022.

In addition to the annual CoC NOFO, HUD has released a Special NOFO to Address Unsheltered and Rural Homelessness. The process works much the same way that the annual CoC NOFO process works. It requires a local selection process through which Project Applications submitted to and rated and ranked by the CoC, with a main application and Priority Listing completed by the CoC. Much like the annual CoC NOFO process, about half of the scores for any Project Applications submitted is based on the score of the main application submitted by the CoC. In order to submit a main application that has a chance at being successful and leading to funding for projects, there are additional tasks that the CoC must complete, which include developing a Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs, convening a workgroup made up of people with lived experience of homelessness to participate in and approve the Plan. In order to comply with the required timeline, the CoC would need to launch it's local selection process for this funding by September 1 with a deadline of September 15.

9. Housing and Homelessness Incentive Program (HHIP)

A letter of support has been requested by the Managed Care Plans (Anthem Blue Cross and California Health and Wellness) to accompany the Investment Plan they are required to submit to the California Department of Public Health outlining the uses of that funds passed on to Tehama CoC by the MCPs would be used for. A meeting took place between representatives from the MCPs, Jayme, Andrea and Heather to review the initial investment plan draft, at which the MCP team plans to send along sample language for the letter when it is available, but it was not available yet as of the date of the council meeting. A discussion took place regarding whether this letter would need to be approved by a vote of the council prior to Gail signing it. The council asked that it be sent out to them for review once ready. Approval via email: On September 6, Andrea sent out a draft of this letter to the council for review. On September 14, Tara made a motion via email that the council approve the submission of the Tehama CoC Letter of Support for the HHIP Investment Plan. Johnna seconded the motion via email. "Yes" votes were cast via email by David, Johnna, Jim, Tara, Candy and Andrea. The motion passed with 6 yeses and 0 noes.

10. HMIS/CES

HMIS training is scheduled for August 17th and will be our largest class yet. HMIS training is required for all persons that enter into HMIS. To register new users for HMIS Training, contact Heather at heather@empowertehama.org.

11. Community COVID -19 Update

Jayme reported that as we head into fall and indoor activities increase, it is anticipated that case numbers will rise again. There are 3 boosters on the horizon; more information to come in the next few weeks. There is a treatment site at the Vista Way location. It's a test to treat site, where community members can get referred to treatment if needed. Appointments for both testing and vaccines are available through the My Turn website or by calling Public Health at 530-527-6824.

Tehama County Covid-19 updates can be found at [COVID Data - Tehama County Health Services \(tehamacohealthservices.net\)](https://tehamacohealthservices.net) on the Tehama County Health Services website. Scroll down and enter "Tehama" in the "County and statewide data" box to view the most current Covid-19 information.

The next meeting is scheduled for September 28, 2022, at 9:30 AM and will be held via Zoom.