



**TEHAMA COUNTY  
CONTINUUM of CARE**

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

# MINUTES

**November 30, 2016 at 9:00 AM**

Held at Tehama County Department of Social Services

**IN ATTENDANCE:**

Michele Brousseau, Tehama County Health Services Agency,  
Mental Health Division  
Lisa Kassik, Veteran's Rep. , Formerly Homeless Rep.  
Gail Locke, Tehama County Continuum of Care Chairperson  
Tara Loucks-Shepherd, Tehama County Department of Social  
Services/Tehama County Community Action Agency

Valerie Lucero, Tehama County Health Services Agency  
David Madrigal, Tehama County Community Action Agency  
Amanda Sharp, Tehama County Department of Social  
Services/Tehama County Community Action Agency  
Excused: Allene Dering, Jeanne Spurr, Bobbi Sawtelle, Sherry  
Wehbey  
Notes by: Andrea Curry

Topic	Discussion	Action
Approval of minutes from Executive Council Meeting held October 26, 2016	Minutes from previous meeting were made available to committee for review at the beginning of this meeting. Val requested that the Agency name following both her own and Michele's names under "In Attendance" be changed from "Tehama County Mental Health" to Tehama County Health Services Agency for accuracy. No further revisions were requested; minutes will stand as presented once Val's requested change is made.	

Topic	Discussion	Action
LIFT Event Re-Cap	<p>David reported that approximately 1100 attended the event and that attendee data is still being tallied at this point. Gail commented she had feared the event had been underutilized because it didn't seem as crowded this year as in years past, but upon hearing that there were 1100 in attendance she thinks that it may have been due to spreading out of the vendors and sections. Mandy reported that Bill Goodwin from the Tehama County Board of Supervisors volunteered at the event this year and shared with her afterward that he was impressed with the variety of services, how well everyone involved worked together and the unusual partnerships between providers that he observed.</p> <p><b>Spanish-speaking community:</b> David reported having noticed that some Spanish-speaking attendees were unclear on what services were available. Enlisting the help of more Spanish-speaking volunteers was suggested, along with increased outreach to the Spanish-speaking community through radio. Gail noted that the event may be conflicting with Latino Outreach's Annual Multi-cultural Fair and volunteered to attend Latino Outreach meetings as LIFT 2017 approaches to ensure that this community is served appropriately at the event.</p> <p><b>Veterans' services:</b> Mandy reported having spoken to a veterans' provider at the event regarding possible future plans for extending the veterans' services at LIFT past the usual closing time to provide them with a true "Stand Down" event. Gail mentioned that the truck usually used for Stand Down events must be reserved at least a year prior to the event.</p> <p><b>Transportation:</b> Discussion took place regarding TRAXX drop-off location being across the street from the fairgrounds, posing safety and navigation concerns. It was suggested that we should contact TRAXX in advance of event to request that attendees be dropped off inside the grounds or at least just outside the front gate to prevent this. Alternately, explore enlisting S.T.A.R.S. or other law enforcement group to provide crossing-guard services the day of the event.</p>	<p>CAA will report on LIFT Event data once it has been compiled.</p> <p><b>For 2017:</b></p> <p>Use radio &amp; Latino Outreach to connect w/ Spanish-speaking community; enlist more Spanish Speaking hosts</p> <p>Possible expansion of Veterans services into Stand Down Event</p> <p>Request TRAXX drop off closer to event for that day</p> <p>Enlist assertive volunteer for Haircuts area</p>

	<p><b>Haircuts:</b> Allene successfully recruited volunteer hair stylists for haircuts this year and plans to recruit for 2 hour shifts next year to make it easier for them to commit. Mandy suggested providing shear sharpening for volunteer hair stylists using their own equipment, as that has been a barrier to recruitment. She estimates that sharpening costs \$25-40 and is a service provided by most hardware stores. Tara suggested that an assertive volunteer be posted at haircuts next year to make sure only attendees with clean hair were served. Lisa volunteered to do this.</p> <p><b>Pets area:</b> Gail reported that the providers for pets had no complaints about the building and the layout, and that they had enough pet food to last the day. There were a large number of cats served. The veterinarian suggested getting cardboard crates for cats next year.</p>	<p>Shear-sharpening for stylists</p> <p>Cardboard crates for cats</p>
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<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Funding the CoC	<p>Mandy discussed funding for CoC coordination, including a review of the initial plan developed in 2014 by the TCCoC Steering Committee prior to the dissolution of CA-523 (Dos Rios) and the instatement of CA-527 as an independent CoC. The original plan projected that the General Fund would contribute to funding CoC coordination for the first, second and third year of operations, along with varying amounts projected to be obtained through four other sources: County CDBG, Members/Sponsors, Three-City CDBG and CoC/HUD Admin. Funding for TCCoC Coordination has deviated significantly from this original projection. Due to unforeseeable factors, funds originally projected to have been provided through the General Fund were instead provided by TCDSS. CDBG funds were not available to be used to fund TCCoC coordination. CoC/HUD Admin funds have not been available in the time period covered by the projection, as HUD's CoC Program has not made funds available to "new" projects since the inception of TCCoC, making it impossible to collect Admin funds from projects funded through that program. Andrea reported that the only funds through HUD's CoC Program for which TCCoC could apply are CoC Planning Funds. TCCoC was approved to receive CoC Planning funds through the 2015 competition, but the award consists of only roughly \$5,000 and contract has not been finalized to-date. Mandy reported that due to budget constraints and uncertainty about the continued funding of core programs at TCDSS, funds from TCDSS for this purpose will not be available past the end of the 2016-17 contract. It was pointed out that this current contract represents funding past that which was originally projected (projected to cease June 2016). Mandy suggested that the members of the Executive Council work together to identify possible sources for funds to continue the coordination of the CoC and lamented the fact that the CoC is a mandate from HUD, yet coordination of such is not specifically funded for CoC's in the position in which TCCoC finds itself.</p>	<p>The Executive Council work together to identify possible sources for funds to continue the coordination of the CoC</p>

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
PIT Count Planning	<p>The next PIT Count that will include both sheltered and unsheltered counts is slated to take place in January 2017. As 2017 will be the first year that TCCoC has the opportunity to independently design the survey to fit the needs of the community. It was decided that a subcommittee should be formed to design the survey and should be made up the appropriate staff member from each agency. A meeting date of December 20, 2016 was set for this committee to meet. Executive Council members will arrange to send the appropriate staff from the agency each represents.</p>	<p>Andrea will send out invite to EC members to PIT Survey Planning Meeting.</p>

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Entire Membership Meeting	<p>Planning is underway for the Entire Membership Meeting. The meeting is scheduled to be held in Spring 2017. Gail reported that the subcommittee for that effort has met and that she will email notes from that meeting to Executive Council members.</p>	<p>Gail will send out notes from Planning Meeting.</p>

Next Executive Council Meeting scheduled for December 28, 2016 at 9AM Tehama County Department of Social Services.