



August 24, 2022

Agenda

1. Welcome and Introductions

2. Adoption of Minutes from July 27, 2022

3. Additions to the Agenda

4. PATH Plaza Update

5. Permanent Housing Update

6. Stakeholders' Collaborative Update

7. Executive Council Membership

- a. Executive Council Membership Application Consideration

Suggested Action: Approve appointment of Kimberlee Monroe, Director of Client Services for Empower Tehama, to Executive Council.

8. Executive Council Governance Charter

- a. Confirm or amend Tehama CoC Governance Charter, Article V

Suggested Action: Confirm or amend Article V of the Tehama CoC Governance Charter

9. Capacity Building

Andrea C. Curry

a. HUD Continuum of Care Program NOFO

- i. Local selection process launched August 18, 2022 with a submission deadline of August 31, 2022
- ii. Deadline to submit the 2022 CoC Consolidated Application submission, including CoC Application, Priority Listing, and CoC Planning Project application to HUD via eSnaps is September 30, 2022

b. HUD Continuum of Care Supplemental NOFO to Address Unsheltered and Rural Homelessness

- i. Local process will launch September 1, 2022 with a submission deadline of September 20, 2022.

- ii. Special NOFO CoC Application eSnaps submission deadline is October 20, 2022
- iii. Additional CoC Responsibilities for a successful Special NOFO application

c. Housing and Homelessness Incentive Program (HHIP)

- i. Partnership with Medi-Cal Managed Care Plans (Anthem Blue Cross and California Health and Wellness)
- ii. Letter of Support from Tehama CoC requested to accompany their initial investment plan

Suggested Action: Authorize Gail to sign Letter of Support for the HHIP Investment Plan when sample text is available.

10. HMIS/CES

Andrea C. Curry

11. Community COVID-19 Update

TCHSA

Tehama County Continuum of Care Executive Council Meeting



Meeting Minutes

July 27, 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	

Guest: **Debbie Villasenor**, Housing Consultant

Notes by: **Heather Henderson**

1. Adoption of Minutes from June 22, 2022

The minutes and agenda from the Executive Council meeting held on June 22, 2022 were made available prior to this meeting for review. The minutes were approved as emailed.

2. Additions to the Agenda

Debbie Villasenor would like to give an update on the No Place Like Home projects.

3. PATH Plaza Update

The construction project is about 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 will be delivered and stored at the Sale Property.

4. Permanent Housing Update

Debbie Villasenor, Housing Consultant, presented on the progress of Olive Grove, a permanent supportive housing development that is under construction and close to lease up. Travis at TCHSA and Karena at PATH have been working with Andrea and Heather on Coordinated Entry to fill the fifteen No Place Like Home Units (NPLH). Construction delays have been experienced due to supply chain issues.

Planning is underway for two permanent housing projects to be located in Red Bluff, each of which will include permanent housing units funded through No Place Like Home (NPLH). The first project, Palm Villas, will be at the location off South Jackson St. on property owned by Northern Valley Catholic Social Services (NVCSS) and will have sixty-one units. Ten will be for NPLH and the

remaining fifty will be available to low-income households. The second project, The Bluffs, will be located at Southridge and Vista Way, near existing affordable housing complexes Meadow Vista and Vista Ridge. The Bluffs will have forty-one units of which fifteen will be NPLH and twenty-five will be dedicated to serving persons experiencing homelessness. Each project will have one apartment reserved for an on-site manager. Applications for initial funding for both projects were submitted through NPLH Round 4. Additional funding will be required to complete these projects. More money may be coming from the state for affordable housing though it is still tentative on what that will look like.

5. Stakeholders' Collaborative Update

The most recent Stakeholders' Meeting was held on August 3. Andrea gave a presentation at the meeting on the Emergency Solutions Grant (ESG) Balance of State Funding Opportunity. Andrea and Heather shared with the council that the September Stakeholders' Meeting may be cancelled, as no presentations or discussions have yet been planned. Gail stated that she would be available to present on the LIFT Event and that Pastor Scott has mentioned wanting to share information about Giving University. It was then decided that the September Stakeholders' Meeting will be held on September 7.

6. Capacity Building

Rating and Ranking Committee

The Rating and Ranking committee members have submitted their recommendations for the ESG Balance of State Competition. Two applications were submitted into the **Rapid Rehousing Program (RRH) Program - Single Phase Competition**, one from PATH Rapid Rehousing and one from NCCDI's Home Address Project. Combined, the amounts requested in the two applications is greater than the maximum of \$122,370 available to Tehama CoC in non-competitive Rapid Rehousing funds. The Rating and Ranking Committee's recommendation is that both applications be selected for funding at lower amounts than requested to ensure that RRH services remain available to all populations. Two applications were submitted into the Emergency Solutions Grant Program – Two-Phase Competition, one from NCCDI's Home Address Project for non-congregate emergency shelter and one for Empower Tehama's Domestic Violence emergency shelter. The Rating and Ranking Committee recommends that both Two-Phase applications be recommended to HCD into the Regional Competition.

The Rating and Ranking Committee reported that the applications were completed thoroughly, but that suggested that the Project Overview form be revised to include questions regarding outcomes for existing projects. Andrea stated that the full ESG application does include questions that require HMIS data on exits to permanent housing, and that HMIS reports can demonstrate outcomes like changes in access to resources while enrolled in projects. Andrea will incorporate those questions into the Project Overview template for the CoC's approval prior to next year's local selection process.

7. Emergency Solutions Grant – Coronavirus (ESG-CV)

The original expenditure deadline for ESG-CV funding distributed to Balance of State CoCs in California was July 30, 2022, but was extended to the federal expenditure deadline of September 30, 2022 as of January. In June, HCD met HUD's 50% expenditure deadline milestone, which will allow them to have their expenditure deadline extended to September 30, 2023. Andrea reported that it is anticipated that HCD will, in turn, extend the expenditure deadline for California CoCs that have also met the 50% expenditure milestone to September 30, 2022, as well. Tehama CoC met this milestone in June.

In April, the Executive Council approved re-allocation of Tehama CoC's ESG-CV funds to ensure that funds likely to be unspent by the then-deadline of September 30, 2022 could be expended and to ensure that projects that had expended funds more quickly than they had originally anticipated would be able to continue operating through September 2022. This council had

planned to re-evaluate allocated funds in June 2022, however, that re-evaluation was postponed to July since it was still unknown at the time of June's meeting whether the expenditure deadline extension would be passed along to California CoCs.

Having recently received verbal confirmation from HCD that the expenditure deadline would indeed be passed along to CoCs, an analysis was conducted to determine to what date all currently awarded subgrantee projects could operate using the total remaining funds in the CoC's ESG-CV award. The typical monthly expenditure amount for each project was determined based on an average of the most recent 3-4 months of expenditures for each subgrantee project, and subgrantees were consulted to assess any for expenditures outside of typical monthly expenditures. The resulting analysis showed that with a second re-allocation of funds, all currently awarded subgrantee projects could continue operating through November 30, 2022, including both anticipated one-time expenditures and typical monthly expenditures. A copy of this chart was made available to the council prior to this meeting.

A discussion took place regarding the suggested re-allocations and clarification was provided for one-time expenditure amounts listed, including \$24,000 for NCCDI's Home Address Project. Andrea described that NCCDI had obtained a grant through the McConnell Foundation to obtain four of the larger model of pallet shelters that are designed to provide temporary emergency housing to families with children. NCCDI hopes to place these shelters on a site they currently lease that includes two cottages, the kitchens and bathrooms of which will be shared by the families housed in the pallet shelters. The McConnell grant will only cover a portion of the cost of purchasing the shelters. The \$24,000 shown on the chart for one-time expenditures for that project represent the remainder of the cost of the shelters. Jayme asked if the building permits had already been obtained for the pallet shelter project, and the council expressed concern that the funds earmarked for this purchase not be awarded until such time as all clearances had been obtained. Heather will ensure that copies of all documentation is on file prior to execution of the amendment to NCCDI's award agreement.

Jayme motioned to Authorize Empower Tehama to execute amendments to subgrant contracts as Recommended on ESG-CV Subgrant Contract Review and Recommendations. Johnna seconded, and the motion passed with no objections. Andrea abstained from this vote, as she conducted the analysis of the awards and presented the recommendations.

Andrea stated that she had informed the CoC's ESG-CV grant administrator at HCD that Tehama CoC would be interested in being considered if additional ESG-CV funds were to be re-allocated at the state level. Recently, the grant administrator reached out to advise that HCD wished to track CoCs that were interested in additional funds, although additional information on the potential availability of such funds was not yet available. Andrea referenced the chart included at the bottom of ESG-CV Expenditure Projections handout, in which the typical monthly expenditure rate calculated for each subgrantee project, as well as "wish list" one-time expenditures had been extrapolated to calculate an estimate of the amount all projects would need in order to continue operations through the new September 30, 2023 expenditure deadline and asked for input from the council on the estimate to be provided to HCD in response to their request.

A discussion took place regarding one-time expenditures listed on this chart, including the security fence listed for Empower Tehama's DV Shelter. Andrea explained that the non-congregate units and surrounding areas are visible through the current security fence at ET's facility, and that a catalytic converter had recently been stolen from their van, which was parked behind the security fence. While theft of the van part was concerning and the part was rather costly to replace, the safety of DV survivors and their children being served in those units is the primary concern. ET hopes to upgrade the fence to a type that can't be easily climbed or cut through, and that is solid so as to prevent DV survivors and their children being served in the units from being seen from outside the fence. The council discussed alternative measures that ET could employ in the absence of additional ESG-CV funds. Andrea mentioned that ET plans to upgrade key security cameras with cameras with technology that uses heat signatures to differentiate human movement from that of wildlife or pets.

The council determined that because the request to HCD regarding interest in additional funds was to be informal in nature, no formal vote was needed to authorize it. Andrea will submit the estimate to HCD and will report back to the council with any updates on the matter.

8. CoC Supplemental to Address Unsheltered and Rural Homelessness

Andrea shared that the [Continuum of Care Supplemental to Address Unsheltered and Rural Homelessness Notice of Funding Availability \(NOFO\)](#) was released on June 22, 2022. Tehama CoC is permitted to recommend applications for up to \$280,463 under Unsheltered, and up to \$420,695 under Rural Homelessness as part of separate Priority Listings with the upcoming CoC Application. This NOFO is separate from the regular CoC Program NOFO, but works in much the same way, with a component for the Collaborative Applicant to complete on overall CoC coordination and the local system for addressing homelessness, and project applications for direct service providers to complete. Just as in the CoC Program NOFO, project applications are submitted to the CoC first to be rated and ranked, then any accepted by the CoC are submitted to HUD along with the main application. The main application is scored by HUD, then scores are developed for each project application based on both the score of the CoC's application and the content of the project application itself. Andrea suggested that the CoC's local selection process developed for soliciting interest in the annual CoC Program NOFO be adapted to use for soliciting interest in this opportunity, as well. Andrea also informed the council that the CoC Program Registration had recently concluded, which generally precedes release of the CoC Program NOFO and stated that she expects that NOFO to be released very soon and would need to update the annual CoC Program local selection process to use for inviting project applicants to submit for consideration in this opportunity, as well. The council determined that there was no formal vote required to authorize update and use of the previously approved local selection processes.

9. Housing and Homelessness Incentive Program (HHIP)

The HHIP program is being run by Medi-Cal Managed Community Health Care Plans Anthem Blue Cross and California Health and Wellness. Over the next two years they will need to meet certain metrics to qualify for approximately \$900,000 funding for our area. This funding doesn't have the usual restrictions on it, so some examples that it could be used for would be connecting to Coordinated Entry, Street Medicine, and Safe Camping/Safe Parking.

10. HMIS/CES

HMIS Training is being held at Empower Tehama on August 17, 2022. Andrea is working with Travis to find CES referrals for NPLH units. Travis is now in Corning on Wednesday and Thursdays from 10:00 AM – 4:00 PM assisting people in person with Olive Grove Applications. Seven applications were submitted last week. Hope to hear back soon on how many applications were approved of the seven. Interviews are happening now and then they are reviewed by the developer as a third-party review is required by the funder.

11. Community COVID -19 Update

Covid cases are higher. Vaccinations are still available and recommended. Only seeing a fraction of positive results due to home test results not being recorded. The numbers were in the low twenties but then we had 32 cases in one day. Employers are being highly impacted by staff absences. There were ten covid patients in the hospital a week ago, which dropped to 5 then there was one death last night, so now we are at 4 hospitalized. Only 1 of the four is vaccinated. Covid definitions have changed during the pandemic. Exposure now means in open air space for 15 minutes. Private office is only protected space. Exposure to a different strain is possible once you have recovered from a previous variant. Vista way is the testing site and vaccines are at Tehama County Health Services Agency's 1850 Walnut Street location. Jayme will speak with Dr. Brown and then email that Covid guidance to Jim to disperse before school starts. Jayme will ask a staff member from Public Health to attend a LIFT meeting to share Covid protocol. N95 masks would be much better than a regular mask.

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.

12. Additional Announcement

TCHSA will be holding Crisis Intervention Training (CIT) at the Board Chambers located at 727 Oak Street this Friday, July 29th from 8:30AM-4:30PM. CIT is typically a multiple day training specific to law enforcement and clinical staff, but this training has been modified to expand participation for a broader audience. Mike Summer, who is a retired Police Sergeant, is a dynamic trainer with unique experience and passion for working with individuals that may be in crisis. He will also have David Bartley as a guest speaker on the topic of suicide prevention. There are a total of 100 seats available on a first come, first serve basis. Please register by contacting Avery Vilche, Health Educator, at (530) 527-8491 ext. 3101 (or via email at Avery.Vilchy@tchsa.net).

The next meeting is scheduled for August 24, 2022, at 9:30 AM and will be held via Zoom.

DRAFT



TEHAMA COUNTY
CONTINUUM of CARE

Executive Council Membership Application

Received August 22, 2022, 4:50 PM PST

Name.first	KIMBERLEE
Name.last	MONROE
Title	Client Services Director
Organizational Affiliation	EMPOWER TEHAMA
Email Address	kimberlee@empowertehama.org
Phone Number	530-727-9423
Mailing Address.line1	1805 Walnut Street
Mailing Address.line2	
Mailing Address.city	Red Bluff
Mailing Address.state	CA
Mailing Address.zip	96080
Mailing Address.country	USA
Please indicate which of the following describes you (check all that apply):	Emergency Solutions Grant (ESG) Program Recipient Organization Representative Housing Assistance Provider Mainstream Assistance Provider (stabilization or basic needs services other than housing available to individuals and/or families experiencing homelessness)
If applicable, describe the homeless subpopulation to which you provide services:	Tehama County, DV/SA populations
Please describe your experience and current role in addressing homelessness in Tehama County:	Representing Empower Tehama as direct victim service providers in Tehama County providing assistance with housing and homelessness.
I understand that by submitting this application, I agree to observe the Tehama County Continuum of Care Executive Council Code of Conduct and Recusal Procedure.	I agree

4. **Recusal Procedure:** In any case in which an Executive Council member has a personal interest in the outcome of the vote (an interest not shared by other board members), the interested board member should leave the meeting room so the remaining council members can freely discuss and vote on the issue. (California's Fair Political Practices Act, Calif. Code of Reg. §18702.5.) Once the vote is taken, the recused council member may return to the meeting.

Article V: Collaborative Applicant

Section A. Description

The Collaborative Applicant is the entity designated by the Continuum of Care to submit the annual CoC Registration and all parts of the CoC Program Consolidated Application to the Department of Housing and Urban Development (HUD) on behalf of the CoC.

Section B. Appointment

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.

Section C. Responsibilities

1. **CoC Registration:** The Collaborative Applicant (or designated agent) shall coordinate completion of the annual CoC Registration in eSnaps prior to the deadline established by HUD and immediately provide the Executive Council members with either a *.pdf or hard copy of the Registration Confirmation page from eSnaps.
2. **CoC Application:** The Collaborative Applicant (or designated agent) shall coordinate completion of the annual CoC Application and its submission in eSnaps as prior to the deadline established by HUD and immediately distribute confirmation of such submission the Executive Council members.

Article VI: Homeless Management Information System (HMIS)

Section A. Appointment

The HMIS Lead Agency shall be an agent of local government or a non-profit organization and will be appointed by a passing motion by the Executive Council.

Section B. HMIS Operation

The HMIS Lead Agency or designated agent shall coordinate operation of the CoC-wide HMIS System as outlined in the Memorandum of Understanding between the Collaborative Applicant and the CoC. (Exhibit D)