



September 11, 2024

## Agenda

**1. Welcome and Introductions**

**2. Adoption of Meeting Minutes**

*Meeting minutes for consideration: August 14, 2024*

**3. Additions to the Agenda**

**4. Project Updates:**

- a. **PATH Plaza** – Haley Surtees
- b. **Permanent Housing** – Travis Lyon
- c. **Stakeholders' Collaborative** – Andrea Curry
- d. **HMIS/CES Update** – Andrea Curry

**5. CoC Coordination and Strategic Planning**

Andrea Curry

**a. Financial Report**

**6. Capacity Building**

Andrea Curry

**a. FY 2024 & 2025 Continuum of Care Notice of Funding Opportunity (NOFO)**

NOFO available [here](#).

- i. [2024 CoC NOFO Project Application Submission](#) process posted August 30
- ii. Renewal and New Project Applications due to CoC by September 30
- iii. CoC Consolidated Application due to HUD by October 31
- iv. **Rating & Ranking Committee Appointment** (currently down by 1 member)

**b. Youth Homelessness Provider (YHP) Request for Qualifications (RFQ)**

- i. [Youth Homelessness Provider \(YHP\) Request for Qualifications \(RFQ\)](#) released August 15
- ii. Statements of Qualifications (SOQs) due to CoC by September 19 (extended from September 12)

# Tehama County Continuum of Care Executive Council Meeting



## Meeting Minutes

August 14, 2024

Meeting held via Zoom

COUNCIL ATTENDANCE:	PRESENT	EXCUSED
<b>Johnna Jones</b> , Chairperson	X	
<b>Jayne Bottke</b> , Tehama County Health Services Agency		X
<b>Candy Carlson</b> , Tehama County Board of Supervisors	X	
<b>Kris Deiters</b> , Red Bluff City Council	X	
<b>Gail Locke</b> , General Collaborative Chairperson	X	
<b>Travis Lyon</b> , Tehama County Health Services	X	
<b>David Madrigal</b> , Tehama County Community Action Agency		X
<b>Kimberlee Monroe</b> , Empower Tehama		X
<b>Haley Surtees</b> , Poor and the Homeless Tehama County Coalition (PATH)	X	

Continuum of Care Coordinator: **Andrea C. Curry**

Notes by: **Heather Henderson**

Guest: **Major Rogers, Lutheran Social Services of Northern California**

Meeting called to order at 1:36 P.M.

### 1. Welcome and Introductions

Andrea introduced guest Major Rogers from Lutheran Social Services of Northern California (LSS) and noted that he would be presenting an overview of their College Initiative program as part of Agenda Item 5.a. Councilmembers present introduced themselves, as well.

### 2. Adoption of Meeting Minutes

The minutes and agenda from the Executive Council meetings held on June 12, 2024 and July 10, 2024 were made available prior to this meeting for review. An error was identified in the description of Agenda Item 2 in the July 10 minutes in which a reference was made to the minutes of the previous "May 8, 2024" when it should have read "June 12, 2024". No other changes were requested. Gail motioned that the minutes for both meetings be approved with the correction to the July 10, 2024 minutes. Kris seconded. Motion passed.

### 3. Additions to the Agenda

None heard.

### 4. Project Updates:

#### a. PATH Plaza Update

Haley reported that PATH has had to suspended provision of Day Shelter services for up to two weeks, starting August 8, due to a significant number of staff being out with COVID-19. Participants enrolled in the Overnight Shelter component at PATH Plaza have been given the option to shelter-in-place at the facility or to leave until the isolation/quarantine period

ends. Haley thanked Tehama County Public Health, with whom PATH has been working to minimize the spread of the virus and protect staff and participants. PATH will also be looking into ways to support the unsheltered individuals who will not have access to Day Shelter services during this period, but their capacity to implement is dependent on staffing levels.

Haley reported that between May 1, when the facility opened, and today, 541 unduplicated individuals have received services at PATH Plaza. A total of 45,650 service contacts have been provided, including meals, distribution of pet food and clothing, showers, laundry, mail services, case management, and overnight shelter nights.

Kris asked about the difference between the numbers most recent Point in Time Count, in which a 247 unsheltered people were counted, and the number of people who have been served at PATH Plaza in the past 3 ½ months. Haley clarified that while many services at PATH Plaza (i.e., overnight shelter) are only available to people experiencing homelessness per the HUD definition, some of the services available to people who would more likely be considered "at-risk of homelessness" (i.e., doubled-up with other families, couch surfing, in housing but at risk of losing their housing, etc.). She stated that of the 541 served at PATH Plaza, 448 met the HUD "homeless" definition, while the remaining 98 would be considered "at-risk of homelessness". Gail stated that only persons who met the HUD "homeless" definition are eligible to be counted in the PIT count, and further explained that the PIT Count is meant to be a "snapshot" of homelessness on a single day, where the count of individuals served at PATH Plaza spans 3 ½ months. Johnna noted the number of people who are experiencing homelessness within any period can fluctuate due to people becoming housed and others entering homelessness. Kris noted that this discrepancy may be difficult for the public to reconcile without all of the contextual information and suggested that more be done to educate the public on interpreting this data.

Gail asked if PATH Plaza was seeing many people displaced by the Park Fire coming in for services. Haley explained that they do not currently ask questions regarding causes of homelessness at intake. She noted that they have to be very intentional about what they ask and how many questions a person is expected to answer upon intake to ensure that they don't create barriers, or perceived barriers, to entering services. She noted that this information may be shared in the context of case management services and that she would inquire with staff about it, but would not likely be able to provide hard numbers.

## **b. Permanent Housing Update**

*Travis Lyon*

Travis reported that the NPLH unit vacancy at Olive Grove noted last month has been filled, but one additional unit has been vacated. He reported that of the non-NPLH units at Olive Grove are currently full but that one may be vacant in the near future. Travis is working with individuals referred through CES to identify tenant(s) for the NPLH units, while RCHDC identifies prospective tenants for the traditional low-income affordable (non-NPLH units). He reported that TCHSA is looking into expanding supportive services at Olive Grove, which currently include weekly Drumming Circle and Healthy Living groups as well as a monthly nutrition and meal prep group presented by CalFresh staff. All groups are open to Olive Grove tenants and visitors invited by an Olive Grove tenant.

Travis reported that the two Red Bluff projects in the development phase, Palm Villas and The Bluffs, are still in the process of acquiring all of the funding they need to move forward. Kris asked why it seems to have been difficult for them to pull together all of the needed funding. Travis explained that many of the sources of funding for affordable housing development are very competitive, and that there are a significant number of projects across the state currently seeking that funding, awarded. Additionally, due to the way the scoring is configured in some funding programs, it can be more difficult for a rural project to be competitive. He noted that the developer partners on both projects are very

experienced and are working hard to acquire the needed funding. One of the projects recently received word that they have been awarded funding that will support the cost of infrastructure necessary to building the project and have also been notified that they are in the pool of applicants likely to be awarded through another funding program, as well.

**c. Stakeholders' Collaborative**

*Heather Henderson*

Heather reported that the next HHSC meeting will be held on October 2, 2024. The working groups for each of the Priority Areas identified in the Update to the 10-Year Plan are meeting monthly. The Priority Areas/Working Groups are: Health and Human Service, Barriers to Accessing Services, Permanent Housing, and Unique Community Needs. Council members interested in joining or sending staff to any of these working groups can email Heather to be added to the calendar invites.

**5. HMIS/CES Update**

*Andrea Curry*

**a. HMIS License Fee Waiver Request – LSS of Northern California**

Andrea reported that Lutheran Social Services of Northern California has submitted a request for waiver of HMIS user license fees for their College Initiatives program serving Shasta College students. Andrea summarized the information provided on the staff report for this item regarding AB 977 implementation and the issues faced by projects funded by state programs newly required to enter HMIS data into the systems of CoCs in whose area they provide services. She then turned the floor over to Major Rogers, Project Director for LSS College Initiatives.

Major provided an overview of the LSS College Initiatives program. The program supports Shasta College students with financial support for costs like rent and utilities, as well as offering help with things like negotiating rent with property managers. College Initiatives assists Shasta College students in multiple counties through the college's main campus and satellite campuses. Haley asked about eligibility requirements and access points for College Initiatives. Major explained that the program is available to students enrolled in at least 6 credits, regardless of age and that students in need can seek assistance through the [Homeless & Housing Insecure Program](#) page of the Shasta College website.

Major explained that because they assist students who live in several different counties, they are now required to enter HMIS data into the multiple systems that cover each of those counties. Due to the timing of the HMIS requirement roll-out, the cost of license fees to access these separate systems was not included in their grant budget.

Councilmembers asked Andrea for a summary of what it would cost the CoC to waive an HMIS license fee for the LSS program. Andrea explained that loss of potential revenue for waiving the license fee for one user would be \$1,200 per year that the fee was waived.

**Motion:** *A motion was made to waive the fee for one HMIS license for the LSS College Initiatives Program for the remainder of the fiscal year.*

**Moved by:** Gail Locke

**Seconded by:** Candy Carlson

**Ayes:** Candy Carlson, Kris Deiters, Gail Locke, Travis Lyon, Haley Surtees, Johnna Jones

**Noes:** None

**Abstentions:** None

**Result:** APPROVED

**6. CoC Coordination and Strategic Planning**

*Andrea Curry*

**a. 2024 Update to the Tehama County 10-Year Plan to End Homelessness**

Andrea provided an overview of the Staff Report provided for this item. She reported that the Update to the 10-Year Plan to End Homelessness is now in final draft form and was provided to the council as part of today's Agenda Packet. The Update to the 10-Year Plan has been under development since mid-2022 and has been developed with extensive community input. The process included multiple presentations to the Housing and Homelessness Stakeholders' Collaborative (HHSC), presentation at the Joint Study Session held in January 2024, interviews with stakeholders and interviews with people with lived experience of homelessness and housing insecurity. The final draft of the Update to the 10-Year Plan to End Homelessness is presented to this council today for adoption, after which it will be presented to the Tehama County Board of Supervisors and city councils for the City of Red Bluff, City of Corning, and City of Tehama for adoption and/or support.

A discussion took place regarding the priority areas and goals established in the Update to the 10-Year Plan and the potential impact of implementing the actions contained in the plan.

**Motion:** *A motion was made to approve and adopt the 2024 Update to the Tehama County 10-Year Plan to End Homelessness, which is a community-based and equity-focused strategy for addressing housing and homelessness needs in Tehama County, including concrete goals and objectives for the next five to 10 years.*

**Moved by:** Gail Locke

**Seconded by:** Kris Deiters

**Ayes:** Candy Carlson, Kris Deiters, Gail Locke, Travis Lyon, Haley Surtees, Johnna Jones

**Noes:** None

**Abstentions:** None

**Result:** APPROVED

## 7. Capacity Building

Andrea Curry

### a. Encampment Resolution Funding – RIO Program

Andrea reported that all grant programs historically administered by the California Interagency Council on Homelessness, including the ERF program, have now transitioned over to their new home within the Housing Policy Development (HPD) division of the California Housing and Community Development Department (HCD). This process delayed the issuing of ERF agreements but based on comments made at HPD's recent virtual Office Hours, ERF agreements should be sent to grantees in the next few weeks.

The ERF-3-R proposal, submitted by The Vitality Project (TVP) on behalf of Tehama CoC, including the budget, which was approved by the state by reference in selecting the proposal for award, was developed collaboratively with local partners. The total award amount of \$14,103,946.98 is made up of subtotals allocated to each participating project. Once the ERF agreement has been executed between the state and TVP, TVP is responsible for administering these funds to the subgrantees (local partners). TVP is requesting authorization to enter into the ERF agreement with HCD on behalf of Tehama CoC and enter into subgrantee agreements with the participating local partners according to the amounts shown in the Staff Report.

**Motion:** *A motion was made to authorize The Vitality Project, as the Administrative Entity for Tehama CoC staff to enter into an agreement with California Housing and Community Development (HCD), accept receipt of the ERF-3-R award and to enter into subgrantee/vendor agreements with ERF-3-R project partners, and administer ERF-3-R funds locally according to the state-approved ERF-3-R budget, including any subsequent, state-approved modifications to the ERF-3-R budget.*

**Moved by:** Gail Locke

**Seconded by:** Candy Carlson  
**Ayes:** Candy Carlson, Gail Locke, Johnna Jones  
**Noes:** None  
**Abstentions:** Kris Deiters, Travis Lyon, Haley Surtees,  
**Result:** APPROVED

**b. FY 2024 & 2025 Continuum of Care Notice of Funding Opportunity (NOFO)**

Andrea reported that the HUD released the [FY 2024 and FY 2025 Continuum of Care Competition ... Notice of Funding Opportunity](#) (2024 HUD NOFO) on July 31, 2024. For the first time, HUD has chosen to release this opportunity as a 2-year NOFO rather than a single-year NOFO. This means that the CoC will not need to complete a full CoC Application next year, however, the project applications that will be submitted along with the CoC's 2024 CoC Application will only be awarded for one year. Any awarded will be eligible for renewal in 2025 through a less cumbersome process. CoC's will be permitted to reallocate funds between projects in 2025 if needed.

In past years, Tehama CoC has simply adapted its local process for selecting Project Applications to include with its CoC Consolidated Application to HUD from the process used in the previous year. CoC staff has suggested that this process be completely overhauled to better align with HUD's requirements regarding this process. Aligning with the HUD requirements will improve Tehama CoC's overall score, which weigh heavily into the scoring for individual Project Applications at the HUD level.

**Motion:** A motion was made to authorize Tehama CoC staff to develop and release materials for Tehama CoC's Local Selection Process to align with requirements and recommendations in HUD's FY2024 and FY2025 CoC NOFO.

**Moved by:** Gail Locke  
**Seconded by:** Haley Surtees  
**Ayes:** Candy Carlson, Kris Deiters, Gail Locke, Travis Lyon, Haley Surtees, Johnna Jones  
**Noes:** None  
**Abstentions:** None  
**Result:** APPROVED

**c. Youth Homelessness Provider (YHP) Request for Qualifications (RFQ)**

Andrea reported that the Youth Homelessness Provider (YHP) Request for Qualifications (RFQ), development of which the CoC has contracted to Housing Tools, is completed and ready to be released on or soon after August 15. The RFQ will be announced on the CoC's website and via email blast. Councilmembers are encouraged to share the announcement with others in their network who may be interested.

**d. Vehicle Assistance Pilot Program**

Andrea provided an update on the impact of the Vehicle Assistance Pilot Program, summarizing the information in the Staff Report for this agenda item. Notably, in the time since the initial report was provided in July, 4 households whose requests were initially submitted in the first month of VAPP operation but who were told they needed to complete certain tasks before assistance would be possible contacted the program to say that they had completed those tasks. As they had held up their end of the agreement, staff agreed to grant their initial requests. Granting these requests put the total expended on VAPP at \$6,810.56, which exceeded the initial allocation of funds to this program by \$1,810.56.

Including granting these requests, VAPP has so far served a total of 16 households made up of at least 27 persons. Through partnership with PATH RRH, 9 of these households are now in legitimate RV parks in the RVs that VAPP assisted with. 2 additional households are at

significantly less risk of losing their RVs while they work on getting into RV parks, and 4 additional households were able to bring their registrations current on personal vehicles (cars/trucks) and one additional individual has obtained the vehicle insurance he needs in order to proceed with getting his truck's registration legal.

CoC staff would like to continue the program with several changes made as a result of lessons learned in VAPP's initial roll-out, including developing a process by which community partners, whose case managers are already working with the individuals and households in need of VAPP services, can incorporate assisting participants with vehicle costs and get them reimbursed through VAPP rather than CoC staff providing direct services, expanding eligible costs to include items like light bulbs for headlights, taillights and license plate lights, developing partnerships with local insurance brokers to facilitate assisting participants with initial installments on vehicle insurance, and potentially developing relationships with local mechanics to assist in assessing whether vehicles will ultimately be able to pass Smog inspections. CoC staff is requesting allocation of an additional \$10,000 to facilitate continuing the program and making these changes.

**Motion:** *A motion was made to authorize allocating an additional \$10,000 in HHIP (Anthem) funding to continued operation of the Vehicle Assistance Pilot Program.*

**Moved by:** Gail Locke

**Seconded by:** Candy Carlson

**Ayes:** Candy Carlson, Kris Deiters, Gail Locke, Travis Lyon, Haley Surtees, Johnna Jones

**Noes:** None

**Abstentions:** None

**Result:** APPROVED

**Meeting adjourned at 3:25 PM.**

**The next meeting is scheduled for Wednesday, September 11, 2024 at 1:30 PM and will be held via Zoom.**

# Tehama CoC Financial Report September 2024

As of August 31, 2024:

## Open Funding Awards:

	HHAP-1 (CoC)	HHAP-2 (CoC)	HHAP-3 (Joint)	HHAP-4 (Joint)	HHAP-5 (Joint)	TCDE (x3)	HHIP (ABC)	HHIP (HealthNet)	ERF-3-R	Total
Initial Award	\$500,084	\$250,000	\$833,358	\$749,744	\$482,212	\$45,123	\$367,288	\$384,712	\$14,103,947	<b>\$17,716,468</b>
Expended to date	\$484,370	\$229,862	\$719,258	\$600,907	\$0	\$0	\$115,993	\$241,586	\$419,336	<b>\$2,811,313</b>
Remaining in Award	<b>\$15,714</b>	<b>\$20,138</b>	<b>\$114,100</b>	<b>\$148,837</b>	<b>\$482,212</b>	<b>\$45,123</b>	<b>\$251,295</b>	<b>\$143,126</b>	<b>\$13,684,611</b>	<b>\$14,905,155</b>

## Anticipated Funding Awards:

	HHAP-5 2nd Disbursement	Total
Anticipated Amount	\$374,343	<b>\$374,343</b>

## Open Subgrantee Agreements:

Status	Project	Total Award	Expended to Date	Remaining
In Contract	PATH Plaza Development/Operations	\$1,313,130	\$1,309,342	\$3,788
In Contract	City of Red Bluff - Samuel Ayers Park	\$14,000	\$13,369	\$632
In Contract	TCDE - Practical Supports (MOU)	\$25,000	\$25,000	\$0
In Contract	First Christian Church Corning	\$87,767	\$23,264	\$64,503
In Contract	PATH Day Center	\$433,883	\$433,883	\$0
In Contract	PATH Street Outreach	\$236,000	\$187,181	\$48,819
In Contract	PATH Rapid Rehousing	\$185,000	\$150,507	\$34,493
In Contract	Housing Tools Systems Support - 2023-2027	\$78,278	\$43,890	\$34,388
To Be Awarded	TO BE AWARDED - NVCSS Deposit Assistance	\$80,000	\$0	\$80,000
In RFQ	HOLD for Youth Homelessness Provider RFQ	\$363,000	\$0	\$363,000
To Be Awarded	City of Red Bluff - HLO (inc. remainder of previous contract: \$631,50)	\$369,392	\$0	\$369,392
To Be Awarded	Empower Tehama Behavioral Health Services	\$130,835	\$0	\$130,835
To Be Awarded	Empower Tehama Victim Services	\$619,165	\$0	\$619,165
To Be Awarded	PATH Moving Forward (ERF)	\$1,784,577	\$0	\$1,784,577
Pre-Contract	PATH Plaza Navigation Center (ERF)	\$4,993,990	\$238,593	\$4,755,396
Pre-Contract	PATH Plaza Navigation Center (ERF Backfill)	\$121,385	\$121,385	\$0
To Be Awarded	PATH Rapid Rehousing (ERF)	\$868,703	\$0	\$868,703
To Be Awarded	Sale Transitional (ERF)	\$1,371,035	\$0	\$1,371,035
To Be Awarded	PATH Street Outreach (ERF)	\$1,073,513	\$0	\$1,073,513
Pre-Contract	PATH Street Outreach (ERF Backfill)	\$49,425	\$49,425	\$0
To Be Awarded	TCHSA Mobile Crisis Team (ERF)	\$262,198	\$0	\$262,198
To Be Awarded	TCHSA Mobile Outreach (ERF)	\$107,361	\$0	\$107,361
To Be Awarded	TCHSA PSH Supportive Services (ERF)	\$372,086	\$0	\$372,086
To Be Awarded	Pacific West Communities PSH Supportive Services (ERF)	\$800,000	\$0	\$800,000
In Contract	Housing Tools Project Coordination (ERF)	\$90,000	\$303	\$89,698
<b>Total</b>		<b>\$15,829,721</b>	<b>\$2,596,141</b>	<b>\$13,233,580</b>



STAFF REPORT:  
 Financial Report (Agenda Item 5.a)

CoC Coordination, Grant Administration and HMIS:

	Total Budget	Expended to Date	Remaining
ERF Grant Administration, 2024-2027	\$626,895	\$8,277	\$618,618
ERF HMIS, 2024-2027	\$325,837	\$1,354	\$324,483
ERF Systems Support, 2024-2027	\$138,183	\$0	\$138,183
HHAP Grant Administration (HHAP-1/2/3/4)	\$163,317	\$88,574	\$74,742
HHIP HMIS	\$201,918	\$89,810	\$112,108
HHIP CoC Infrastructure/Coordination	\$422,592	\$123,955	\$298,637
<b>Total</b>	<b>\$1,878,742</b>	<b>\$311,971</b>	<b>\$1,566,771</b>

**Summary:**

As of August 31, 2024:

	Current	Anticipated	Total
Funds Available	\$14,905,155	\$374,343	\$15,279,498
Funds Committed	\$14,800,352		\$14,800,352
<b>Balance</b>	<b>\$104,803</b>	<b>\$374,343</b>	<b>\$479,146</b>

+