



**TEHAMA COUNTY  
CONTINUUM of CARE**

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

**May 23, 2018 at 9:00 AM**  
 Held at Tehama County Department of Social Services

**IN ATTENDANCE:**

Andrea C. Curry, Empower Tehama, CoC & HMIS Coordinator  
 Lisa Kassik, Rancho Tehama Community Church  
 Tara Loucks-Shepherd, Tehama County Department of Social Services  
 Valerie Lucero, Tehama County Health Services Agency  
 David Madrigal, Tehama County Community Action Agency  
 E.C. Ross, P.A.T.H.

Excused:  
 Amanda Jenkins, Red Bluff City Council  
 Michele Brousseau, Tehama County Health Services Agency, Mental Health Division  
 Gail Locke, CoC Chairperson  
 Bobbi Sawtelle, Northern Valley Catholic Social Services  
 Jeanne Spurr, Empower Tehama

Notes by: Andrea C. Curry, Empower Tehama

Topic	Discussion	Action
Discussion of minutes from previous Executive Council Meetings	The minutes from the Executive Council meeting held April 25, 2018 were made available prior to this meeting for review. <i>One change was requested regarding correcting the spelling of the name of Housing Tools consultant, James Coles. Lisa Kassik moved that the minutes be accepted with the change. Valerie Lucero seconded the motion. <b>Motion passed.</b></i>	<i>Andrea will make the requested change prior to posting the minutes on the website.</i>

Topic	Discussion	Action
Stakeholders' Group	<p>Val reported that TCHSA has identified a potential site for a one-stop Navigation Center, possibly combined with a year-round emergency shelter. TCHSA will be discussing the site with the appropriate city and county leadership in the near future. Discussions have continued regarding a mobile one-stop unit to provide services and street outreach to surrounding rural areas.</p> <p>A subcommittee of the Stakeholders' Group will be meeting in June to discuss potential sources of funding with which the goals identified by the group might be supported.</p> <p>The next full meeting of the Stakeholders' Group is scheduled for June 20, 2018 at 3:30 PM at the Tehama County Admin building in the Tuscan Room.</p>	

Topic	Discussion	Action
HMIS/Coordinated Entry	<p>A draft of TCCoC's FY2017 System Performance Measures report was distributed by email prior to this meeting for review by council members. Andrea requested that any questions or suggested revisions be submitted to her by email by end of day on Monday, May 28 to ensure that the report can be submitted by the final deadline of May 31. If no changes are requested, she plans to submit the report the morning of May 29.</p> <p>Val suggested that a glossary of terms and acronyms be made available to clarify the report. Andrea stated that there is currently no one assigned to be a "second set of eyes" on reports prepared in HDX prior to final submission, as the council member who previously held this role has relocated out of the area, and suggested that the council appoint someone to fill this role in the future.</p> <p>Val suggested that the subcommittees of the Stakeholders' Group, each of whom focus on one of the three identified priorities (One-Stop Navigation Center, Temporary Housing &amp; Permanent Housing) be briefed on the data elements already being collected for required reports. These subcommittees will be identifying metrics with which to measure progress</p>	

and success in each of the priority areas, and it would be efficient to coordinate the two processes. Andrea confirmed, also, that the HMIS can be customized to collect and report on other metrics identified by the subcommittee if needed.

Andrea announced that a meeting has been scheduled on May 30 at 2:00 PM at the Empower Tehama Counseling Center with Larry Olmstead, director of United Way of Northern California, to discuss the potential partnership with 2-1-1 Tehama to provide an entry point for the Coordinated Entry System.

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Emergency Solutions Grant	The Emergency Solutions Grant NOFA is scheduled for release in June. While it was originally expected that the funds to be made available this year would include the remaining California ESG funds in addition to the federal ESG funds, HCD announced earlier this month that the California ESG funds will instead be combined with SB2 funds, the first allocation of which are expected later this year. SB2 funds will reportedly be more flexible with regards to eligible uses than ESG funds.	

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
CA-527 Governance Charter Suggested Amendments Review	A draft of the proposed amendments to the Governance Charter as suggested by the Governance Charter subcommittee was distributed for review by council members on May 5. Val requested that an additional meeting of the subcommittee be scheduled that she could attend to address several questions that she noted. A new draft will be distributed to the committee following that meeting, and review by the council will be placed on the agenda for a future meeting.	Andrea will schedule an additional meeting of the Governance Charter subcommittee and Val to conduct further review.

The next Executive Council Meeting is scheduled for June 27, 2018 at 9:00 AM at Tehama County Department of Social Services.