



**TEHAMA COUNTY
CONTINUUM of CARE**

Tehama County Continuum of Care
Executive Council Meeting

MINUTES

February 24, 2021 at 9:30 AM
Virtual Meeting Via Zoom

IN ATTENDANCE:

Andrea C. Curry, Empower Tehama, CoC & HMIS Coordinator
Johnna Jones, Red Bluff City Council
Gail Locke, Continuum of Care Chairperson
Tara Loucks-Shepherd, Tehama County Department of Social Services
Valerie Lucero, Tehama County Health Services Agency
E.C. Ross, Poor and the Homeless Tehama County Coalition
Jim Southwick, Tehama County Department of Education

Excused:
Candy Carlson, Tehama County Board of Supervisors
Jeremiah Fears, Corning Police Department
David Madrigal, Tehama County Community Action Agency

Notes by: Andrea C. Curry

<i>Topic</i>	<i>Discussion</i>
Discussion of minutes & agenda from previous Executive Council Meeting	The minutes & agenda from the Executive Council meeting held on January 20, 2021 were made available prior to this meeting for review. No revisions requested, approved as emailed.
Executive Council Meetings	<p>Beginning in March, the start time for the Executive Council meeting be moved to 10:00 AM to accommodate members' schedules.</p> <p>Facilitating access to the Executive Council meetings now that they are held virtually was discussed. While the CoC's Governance Charter does not directly address public attendance at this meeting, it states that the Executive Council operates transparently. When meetings were being held in person, it was generally assumed that members of the public could attend meetings, and the time and location of the meetings were included on the publicly posted Agendas, however, since the meetings have moved to virtual format public attendance has not been addressed. Concerns were voiced regarding publicly posting the Zoom join information publicly, but it was agreed that community members who wish to attend should be provided with information up on request. Andrea will add a request form to the CoC website on the Executive Council page and will also look into options for allowing different levels of attendance at the meetings.</p>
Stakeholders' Meeting/Vista Way Navigation Center Update	<p>Navigation Center: E.C. reported that architectural plans for the navigation center are in progress and that a draft of the proposed floorplan should be ready to review in the next few weeks. It is hoped that Union Pacific will agree to an easement across their adjacent property to allow the main entrance to the facility to be accessed by way of Mill St. rather than Lay Ave.</p> <p>Olive Grove Apartments: Val reported that developer for the Olive Grove Apartments project recently met with the Corning City Council and Planning Commission to discuss plans for the project. The apartment complex will consist of 32 units total – one for an on-site manager, 15 dedicated to chronically homeless persons or persons at risk of chronic homelessness who have serious mental illness, and the remaining 16 will be traditional low-income units. All necessary funding has been secured by the developer and they expect to break ground next month. Val reported that the developer may be interested in future projects in Tehama County, as well.</p> <p>Andrea reported that a new staff member, Heather Henderson, has been hired at Empower Tehama to assist with CoC Coordination and will come on board at the beginning of March. As planned, responsibility for coordinating the Stakeholders' Meeting will shift to Empower Tehama once this occurs. The group discussed the overlapping roles of the CoC General Collaborative and the Stakeholders' Group and determined that</p>

merging the two would be appropriate. Andrea pointed out that the General Collaborative meeting historically held on the 2nd Tuesday of each month has always served as a forum for service providers to connect and update one another on activities and to foster collaboration. It was suggested that this meeting could continue in that role. Gail will meet with Andrea and Heather once Heather is onboard to ensure that agenda items traditionally addressed at the 2nd Tuesday meeting are incorporated into the Stakeholders' Meeting and to discuss the future role of the 2nd Tuesday meeting. Andrea and Heather will work with Val and her team on the invite list for the Stakeholders' Meeting.

The next Stakeholders' Group meeting is scheduled for Wednesday, April 7 at 3:30 PM.

Topic	Discussion
Capacity Building	<p>California Emergency Solutions and Housing (CESH): The CoC initially awarded Faith Works a grant of \$25,000 through the Tehama Emergency Solutions and Housing (TESH) local funding program using CESH funds to be expended between March 4, 2020 and June 30, 2021. Faith Works has expended these funds and has submitted all required fiscal documentation and programmatic data regarding these expenditures. Through this funding, close to 50 unduplicated households experiencing homelessness or at risk of homelessness have received short-term assistance with costs associated with obtaining or retaining permanent housing or for providing temporary “bridge” accommodations while awaiting move-in to permanent housing. Scott Camp provided three specific “success stories” regarding the impact that the funds have had and has requested that the funds be increased by \$10,000 to allow the program to continue its services through the end of the contract. Andrea shared the success stories with the group and shared that Faith Works recently hired a new administrative assistant, Robin, who has been trained on the processes for tracking services and fiscal documentation.</p> <p>MOTION: E.C. made a motion that the CoC authorize an additional \$10,000 be added to the existing Faith Works award to be expended by June 30, 2021. Tara seconded the motion. Motion passed unanimously.</p> <p>Emergency Solutions Grant - Coronavirus: Andrea reported that HCD has determined that our proposed use of ESG-CV funds to supplement CDBG funds for capital costs related to the navigation center would constitute duplication of federal funds and is therefore disallowing this use. Because of the relatively short spending period and on the ESG-CV funds, it's not likely that we can find new uses for the funds originally allocated to this use, Andrea is seeking the council's authorization to decline the portion of the CoC's ESG-CV award originally budgeted for capital costs associated with the navigation center. A discussion took place regarding potential use of these funds, including purchase and rehab of a motel for use as housing. Andrea explained that acquisition was only allowable for buildings to provide emergency shelter through January 2022, at which time the property would be subject to disposition.</p> <p>MOTION Johnna made a motion that the CoC's ESG-CV budget be revised to total \$2,669,936 and that the CoC decline the \$2,300,000 originally budgeted for capital costs for the navigation center and authorize drafting of a letter to HCD providing explanation for declining this portion of the funds. Val seconded the motion. Motion passed unanimously.</p> <p>Budget Revisions to Support PATH Plaza: Andrea reported that as part of the conversation with HCD, it was mentioned that an increase in CDBG funds may be possible. For this to be considered, HCD requested that we review any state resources such as CESH and HHAP funds available to the CoC and allocate as much as possible to these expenses. This conversation is ongoing and Andrea will report back once HCD provides further guidance.</p>

Topic	Discussion
HMIS/Coordinated Entry	<p>2021 Point in Time Count: Gail and Andrea reported that the 2021 Point in Time Count for both unsheltered and sheltered populations is was originally scheduled for January 27, 2021 but had to be postponed due to inclement weather. The count ultimately took place on February 17. We utilized a new digital tool that is part of our new Apricot HMIS system. About half of the surveys conducted were submitted directly through the digital tool; the other half were submitted on paper and entered into the system by Empower Tehama. We had approximately 30 volunteer surveyors that went out into the community, most of which were staff from county agencies and CoC-member organizations. Each survey respondent was provided with one of outreach bags – a drawstring backpack with items like rain ponchos, an emergency blanket, single-use masks, hand sanitizer wipes, cards with information on resources like 211 and the PATH Day Center and a “coupon” that can be redeemed at the Day Center for computer time and a pair of earbuds. Many of these items were purchased with the funds approved by this council previously; the rest were provided by Tehama County Health Services Agency (TCHSA). The count for sheltered individuals and households were pulled from HMIS. TCDSS staff also conducted surveys by phone. Tara reported that TCDSS staff attempted to contact approximately 270 customers who had reported being homeless. They ultimately entered 13 surveys. The primary barrier that they encountered was phone numbers that were no longer good. Andrea reported that preliminary results of the count suggest that there are approximately 218 individuals experiencing unsheltered homelessness and approximately 49 individuals in shelters or transitional housing. Those results do not include individuals in Sportsman's Lodge transitional housing or data from NCCDI and</p>

the data is still being “cleaned”, so the final results will likely be different. A more detailed report will be presented once all the numbers are in and the data has been fully reviewed.

System Performance Measures Report: A copy of the draft System Performance Measures report for the period from October 1, 2019 through September 30, 2020 was provided to this council prior to this meeting for review. Andrea reported that this year’s report provides more meaningful information than the same report has in previous years now that we have a couple of years of good data and HUD and the HMIS vendors have worked out the bugs in the report. Andrea reported that she submitted a revised report for FY2019. The process of generating the LSA report brought to light some data quality issues that were corrected, a few of which caused slight changes to the SPM report. The group reviewed the report and noted that the total number served on this year’s report was considerably higher than FY2019 due to the extended operating period of Winter Shelter/Fairgrounds Shelter.

Topic

Discussion

COVID-19
Report

Val had to leave the call for another meeting before this agenda item was addressed so did not provide a report on COVID-19 in the community, but Andrea reported that she reached out to Val last week to get information about creating a CoC-wide plan for ensuring that person experiencing homelessness have access to the COVID vaccine. Val forwarded the question to Public Health and noted that this has come up at Public Health and they are hoping that the Johnson & Johnson vaccine will be approved for Emergency Use soon – as a single-dose vaccine that does not require special storage, it may be the best option for this purpose. Public Health is currently working on getting the new vaccine appointment system up and running and will get back to us to coordinate soon.

The next Executive Council Meeting is scheduled for **March 24, 2021** at 10:00 AM. The March meeting will be held via Zoom.