



**TEHAMA COUNTY
CONTINUUM of CARE**

Tehama County Continuum of Care
Executive Council Meeting
MINUTES

April 28, 2021 at 10:00 AM
Virtual Meeting Via Zoom

IN ATTENDANCE:

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

Excused:

Notes by: Heather Henderson

<i>Topic</i>	<i>Discussion</i>
Discussion of minutes & agenda from previous Executive Council Meeting	The minutes and agenda from the Executive Council meeting held on March 24, 2021, were made available prior to this meeting for review. Val moved to approve the minutes. Johnna seconded the motion. Motion passed unanimously.
Welcome and Introductions	The Executive Council Members introduced themselves; E.C. Ross, PATH; Tara Loucks-Shepherd, Program Manager, Vice Chair, Finance Committee, Rate and Rank Committee; David Madrigal, Program Manager for Community Action; Johnna Jones, City Council Member of Red Bluff; Val Lucero, Executive Director of TCHSA (Tehama County Health Services Agency); Gail Locke, Continuum of Care; Andrea C. Curry, Empower Tehama Data and Outcomes Manager, Continuum of Care and HMIS Coordinator.
Stakeholders' Collaborative Update – Andrea C. Curry	The last Stakeholders' Collaborative meeting was held on April 7. Over 30 people attended. We had report outs on PATH Plaza, Olive Grove and the Point in Time Count was presented. Masaki Hirayama will be presenting at the next Stakeholders' meeting on May 5, 2021, on what the VA (Veteran Affairs) has to offer our area veterans.
PATH Sale House – E.C. Ross	Sale House: E.C. reported on the Sale House, which has operated as transitional housing for women and children for over 10 years. The project was recently expanded through Homekey funding, which allowed PATH to purchase the Sale House building along with the surrounding property, which includes an existing mobile home and another house that add another 6 bedrooms to the project. Additionally, 4 modular units will be placed on the property, which will add another 6 bedrooms. The additional structures will allow the project to serve men, small 2-parent families and single fathers with children. Site Prep for and delivery of the modular units has experienced some delays due to COVID, but Colleen is working with County Planning on the permits. Val asked for clarification on the population to be served. E.C. and Andrea clarified that the project provides interim housing with coordinated exits to permanent housing for individuals and families experiencing homelessness, just as Sale House has offered for women and children for over a decade. Referrals may be made for participants to outside services for addressing issues like substance use, but that these services are not offered onsite. Project participants stay in single- or double-occupancy rooms and share common spaces with the other program participants in their respective house. 290 registrants are not eligible for enrollment in the program due to the liability concerns, regardless of referral source. Gail expressed concern regarding men and women living at the same property, Andrea shared a map of the 90-acre property

	to illustrate the considerable distance between each of the structures, and E.C. described the staffing configuration.
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Topic Discussion

Capacity Building Update – Andrea C. Curry	<p>Emergency Solutions Grant – Corona Virus (CSG-CV): Andrea shared that in the last month she has received the following five applications: PATH Rapid Rehousing; Northern California Childhood Development, Inc. (NCCDI) Home Address Project; Empower Tehama Housing First and Empower Tehama Domestic Shelter. These applications were evaluated by the Rating and Ranking Committee and approved for award, leaving a total of \$294,586 of the CoC’s total ESG-CV allocation remaining, with \$24,074 remaining in the Rapid Rehousing Component, \$98,294 remaining in Street Outreach, and \$172,218 remaining in Emergency Shelter. The application for ESG-CV (Emergency Solutions Grant Program Coronavirus) grants is available on the CoC website and states that applications will be accepted through March 31, 2021, or until all funds are awarded, however, no applications for funds have been received since April 4. Prior to this meeting, Andrea provided a chart to council members reflecting the awards made to-date and suggestions that the \$24,074 remaining in the Rapid Rehousing component be added to NCCDI’s \$120,000 homelessness prevention award, as their application mentioned that they may serve some families who are literally homeless rather than at risk of homelessness, that the remaining funds in Emergency Shelter be made available to PATH to purchase items that can be used at the Day Center now and potentially moved to the navigation center when it is ready to open, and that the funds remaining in Street Outreach be held in contingency to meet needs that might arise in the next year.</p> <p>MOTION: Val made a motion that the CoC authorize an increase of \$24,074 in NCCDI’s award, and an award to PATH of the remaining Emergency Shelter funds of up to \$172,218. Jim seconded the motion. Motion passed unanimously.</p> <p>Homeless Emergency Aid Program (HEAP): Andrea reported the spending deadline of June 30, 2021 for the HEAP funds is quickly approaching, and the CoC has a total of \$496,412 remaining. Funds remaining to be spent in the Youth Homelessness component (\$10,469) and in the Grant Administration component (\$9,133) are on track to be spent by the deadline, however, there is a concern regarding the expenditure of the remaining \$476,810, which was allocated to Capital Expenditures for the navigation center project in 2018. She met with BCSH on Friday, who provided guidance to spenddown the funds, including capping the amount reserved for engineering/architecture fees at the midpoint of the estimate range that NMR had provided, which would be approximately \$260,000 so that the amount that would still need to be expended was more clear and planning for the expenditure of the remaining \$216,810 could begin immediately. With the remaining funds, it was suggested that the CoC support any other eligible capital improvement project that could be paid for immediately. The Executive Council determined that \$260,000 should be held until the end of May to pay NMR, \$18,300 be held to pay Adams Ashby for project management through May, \$81,000 should go to Empower Tehama for a storage building for their shelter, as it is considered a capital improvement, and that the remaining funds should be expended on costs related to the Navigation Center, prioritizing capital improvements costs such as built-in kitchen equipment. Any funds remaining should be expended to purchase other items for the navigation center, to ensure that as much of the other funding (CESH and HHAP) that has been allocated to operations of the center can be used on true operations costs rather than furnishings and equipment. Andrea asked how the council would like to handle approval of the expenditures as they occur. The council agreed that it would not be practical to require a full vote on each. Jim suggested that Andrea send regular updates to the council via email on the expenditures. Andrea agreed to do so weekly once spending began.</p> <p>MOTION: Jim made a motion that the CoC authorize that the \$476,810 be expended as follows: \$18,300 to the county to pay Adams Ashby through May 2021, \$260,000 to PATH to pay NMR expenses through May 2021, \$81,000 to Empower Tehama for the storage building capital costs, and the remaining \$117,510 to PATH to purchase items considered capital expenditures as well as furnishings and other equipment that can be purchased for the Navigation Center ahead of its planned opening in 2023. Johnna seconded the motion. Motion passed unanimously.</p>
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Topic Discussion

2021 CoC Initiatives	Andrea announced at the Stakeholders’ Meeting that a Gaps Analysis and Racial Disparity Assessment will be conducted this summer. As discussed at this meeting last month, Andrea reached out to James Coles at Housing Tools, who coordinated development of the Tehama County 10-Year Plan to End Homelessness in 2017-18, to discuss the possibility of enlisting his help with upcoming initiatives. James is working on a proposal, which Andrea will bring to the council for review when available.
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<i>Topic</i>	<i>Discussion</i>
HMIS/Coordinated Entry _ Andrea C. Curry	Andrea reported that the migration to the new Apricot system is progressing and that Andrea, Heather and Lowell Fletcher will be attending a training on it tomorrow. Social Solutions is helping to develop a custom guidebook for end users to utilize even after they have completed training. Lowell will be taking the lead on end user training. We are shooting for an end of July launch of Apricot.

<i>Topic</i>	<i>Discussion</i>
Covid -19 Emergency Interventions Update	There was a meeting with Jennifer Ragsdale from PATH and Andrea Curry, Heather Henderson, Automne Perreira from Empower Tehama and Haley from TCHSA Public Health to organize the process of making sure those experiencing homelessness can get the vaccine. There was a pause on this due to the issues of the J&J vaccine, however; we were able to go ahead with a clinic using the Pfizer vaccine at Empower Tehama for sheltered clients and staff that had yet to be vaccinated. Currently, there are two-hour blocks to serve homeless individuals at the Community Center on a walk-in basis. PATH will be providing transportation for these appointments. This arrangement is helpful as they do not have to go through the appointment system. PATH Case Managers are assisting with the 2 nd vaccine dates. Now that the J&J vaccine is un-paused this will need to be re-visited the next time we meet.

The next Executive Council Meeting is scheduled for **May 26, 2021**, at 10:00 AM. The May meeting will be held via Zoom.

Note: The May 26, 2021 Executive Council Meeting was cancelled. The next meeting is scheduled for June 23, 2021.