

Tehama County Continuum of Care Executive Council Meeting



Meeting Minutes

January 10, 2024

Meeting held via Zoom

COUNCIL ATTENDANCE:	PRESENT	EXCUSED
Johnna Jones , Chairperson	X	
Jim Southwick , Vice-Chair; Tehama County Department of Education	X	
Jayne Boffke , Tehama County Health Services Agency		X
Candy Carlson , Tehama County Board of Supervisors		X
Kris Deiters , Red Bluff City Council		X
Gail Locke , General Collaborative Chairperson		X
Travis Lyon , Tehama County Health Services	X	
David Madrigal , Tehama County Community Action Agency	X	
Kimberlee Monroe , Empower Tehama	X	

Guest(s): Cole McClure, Homeless Liaison Officer, Red Bluff Police Department

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

Notes by: **Heather Henderson**

Meeting called to order at 1:33 P.M.

1. Welcome and Introductions

2. Adoption of December 13, 2023 Meeting Minutes

The minutes and agenda from the Executive Council meeting held on December 13, 2023 were made available prior to this meeting for review. David motioned that the minutes be accepted as emailed. Jim seconded. Motion passed.

3. Additions to the Agenda

None.

4. Project Updates:

a. PATH Plaza Update

PATH did not have a representative at this meeting to provide an update. Andrea provided a summary based on recent reports provided at other meetings. Polishing and sealing of the concrete floors, which was removed from the construction plan during the value engineering phase has been added back into the plan to ensure that the floors will last and that they can be sanitized. PATH has also determined that the rooms designated as the men's and women's dorm need to be switched due to the proximity of the entrance to one of the dorms to the men's restroom. Council members asked about the possibility of scheduling a walk-through of the facility prior to its opening. Andrea and Heather will coordinate with PATH to schedule this once the floors are sealed.

b. Permanent Housing Update

Travis Lyon

Travis reported that the two projects planned for Red Bluff (Palm Villas at Red Bluff and The Bluffs Community Housing) are still on track for 2025.

c. Stakeholders' Collaborative

Heather Henderson

Heather reported that the last meeting was held on January 3. At that meeting, Jess Candela from Housing Tools facilitated gathering input from the collaborative on the HHAP-5 Regionally Coordinated Homeless Action Plan and Wendy Longwell from Disability Action Center (DAC) gave a presentation on DAC services, which have recently been expanded in Tehama County. The next HHSC meeting is scheduled for April 3, 2024 at 2:00 PM. Heather noted that this is a new start time for this meeting.

d. HMIS/CES

CES: Andrea reported that the migration of the CES from the old system to the new system is underway. Call Agents at the new call center for 2-1-1 Tehama have been trained on entering assessments into the new system, as have PATH staff. The migration will be completed once TCHSA has identified tenants for the two units at Olive Grove.

HMIS: Andrea provided an update on the matter that was discussed at December's meeting regarding the CoC's HMIS vendor experiencing issues with updating its system to the HUD's 2024 HMIS Data Standards. The issues have been largely resolved. Andrea has been able to pull the HUD LSA report and anticipates being able to pull the required HMIS CSV Export for the Cal ICH HDIS by the upcoming February 12 deadline.

5. Introduction - City of Red Bluff Homeless Liaison Officer

Cole McClure, Homeless Liaison Officer, Red Bluff Police Department

Cole McClure recently joined the Red Bluff Police Department (RBPDP) as the new Homeless Liaison Officer. Cole introduced himself and reported that he has recently completed orientation and has begun conducting outreach to unsheltered individuals as well as service providers and community partners. He has met with PATH and has already had opportunity to coordinate with them to assist individuals experiencing homelessness. He has met with TCDE's Foster/Homeless program and plans to meet with the Veterans Services Office soon. Jim invited Cole to contact him to coordinate presenting to Rotary.

6. Executive Council Meeting Scheduling

a. Monthly Meeting Schedule

A proposed meeting schedule for 2024 was provided to councilmembers ahead of this meeting for review, with the Council's monthly meeting scheduled for the second Tuesday of each month at 1:30 PM. The Council agreed that this time/day appears to be working and decided to move forward with it with the option to revisit in the future, if needed.

7. CoC Coordination and Strategic Planning

Andrea Curry

a. Financial Report

Andrea provided an update on the grant funding being administered by the CoC through its Administrative Entity and currently open subgrants as of December 31, 2023. Andrea noted that the \$700,000 earmarked for award to local projects through the 2024 TESH RFP has been included in the Open Subgrantee Agreements section to present an accurate picture of the CoC's financial position, however, those funds have not yet been awarded.

b. Special Joint Meeting, Thursday, January 11, 2024, 2:00 PM

Andrea reported that a Special Joint Meeting of Tehama County Board of Supervisors and City Councils from cities of Red Bluff, Corning and Tehama will be held on January 11, 2024 at 2:00 PM in the Board Chambers at Tehama County Administration. The purpose of this

meeting will be to update these boards on several topics related to addressing homelessness, including the draft of the Update to the 10-Year Plan to End Homelessness, the HHAP-5 Regionally Coordinated Homeless Action Plan, and the Permanent Local Housing Allocation funding. A presentation on the results of the 2023 Point in Time Count will also be included.

8. Capacity Building

Andrea Curry

a. Homeless Housing, Assistance and Prevention (HHAP) Round 5

i. Regionally Coordinated Homelessness Action Plan

Andrea reported that Jessica from Housing Tools will be presenting on HHAP-5, including the required Regionally Coordinated Homeless Action Plan, at the Council's February 14 meeting.

b. Encampment Resolution Funding 3-R (ERF-3-R)

Andrea noted that there is a typographical error in the agenda and that the repeated reference to Regionally Coordinated Homeless Action Plan should not have been included under this agenda item. This item should simply have been listed as item 8.b.

She provided an update on the progress on the CoC's proposal for ERF-3-R funds. The proposal is on track to be submitted on or before January 31, 2024 to meet Cal ICH's requirement for being considered in the first "window" for this round of ERF funding.

c. Local Project Funding

i. Tehama CoC Homelessness Assistance and Response Program (HARP)

RFP To be released December 15, 2023

Andrea reported that the Request for Proposals for ongoing funding through grants administered by the CoC is currently open. Proposals must be submitted on or before January 23 to be considered for funding. Once proposals have been submitted, they will be screened and all proposals that meet the Minimum Qualifications described in the RFP will then be sent to the Rating and Ranking Committee for evaluation. This RFP's Evaluation Matrix also includes a Performance History section that evaluates applicants based on past performance with awards made through the CoC. CoC staff will complete the evaluations of the Performance History and Financial Capabilities sections (combined total maximum points: 30) prior to sending the evaluation packets to the Rating and Ranking Committee to evaluate the proposals on the remaining 5 factors (combined total maximum points: 70). Once scoring is complete, proposals will be grouped according to Eligible Activity type and ranked within those groups based on total score to determine awards.

Meeting adjourned at 3:05 PM.

The next meeting is scheduled for Wednesday, February 14, 2024 at 1:30 PM and will be held via Zoom.