

# Tehama County Continuum of Care Executive Council Meeting



## Meeting Minutes

March 13, 2024

Meeting held via Zoom

COUNCIL ATTENDANCE:	PRESENT	EXCUSED
<b>Johnna Jones</b> , Chairperson	X	
<b>Jim Southwick</b> , Vice-Chair; Tehama County Department of Education		X
<b>Jayne Boffke</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

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

Notes by: **Heather Henderson**

Meeting called to order at 1:34 P.M.

- 1. Welcome and Introductions**
- 2. Adoption of February 14, 2024 Meeting Minutes**

The minutes and agenda from the Executive Council meeting held on February 14, 2024 were made available prior to this meeting for review. Kris motioned that the minutes be accepted as emailed. Jayme 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. Construction is nearing completion and PATH is working with the contractor on a punch list. PATH is also working with the County and their consultant, Adams Ashby, to request additional CDBG-CV funds that have been made available through the state to cover increased costs. Kris reported that she heard that the anticipated opening date has been pushed out to May. Andrea committed to working with PATH to schedule a walk-through tour for the Executive Council prior to the facility opening and to encourage PATH to appoint a new representative to this council. Jayme requested that a meeting be scheduled for TCHSA to meet with PATH to discuss potential support through upcoming Bridge Housing funding. Heather will coordinate with PATH and TCHSA to schedule.

**b. Permanent Housing Update**

*Travis Lyon*

Travis reported that of the two NPLH units that were vacated last month, one will be filled today and a tenant for the other is nearing final approval. The CoC continues to support purchase of new household items for NPLH tenants upon move-in using HHIP funds received from Anthem. Travis reported that the two projects planned for Red Bluff (Palm Villas at Red Bluff and The Bluffs Community Housing) have been selected for award of NPLH funding and are now in the process of seeking additional sources of funding to support the additional units in each project.

**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.

**5. 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 February 29, 2024.

**6. Capacity Building**

*Andrea Curry*

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

Both Tehama County Continuum of Care (Tehama CoC) and Tehama County are eligible applicants and together constitute a "region" for the purposes of the HHAP-5 NOFA (HSC § 50230(v)(2)). Eligible applicants within a region are required to apply together, complete a single, collaborative Regionally Coordinated Homeless Action Plan ("Plan"), and to enter into a Memorandum of Understanding (MOU) committing to participate in and comply with the Plan. A copy of the Plan and MOU, along with a Staff Report providing additional detail were provided to the council ahead of today's meeting for review.

**i. HHAP-5 Regionally Coordinated Homelessness Action Plan**

**Motion:** *A motion was made to approve and adoption of the Regionally Coordinated Homelessness Action Plan (Plan), which is a requirement of the Homeless Housing, Assistance and Prevention Round 5 (HHAP-5) grant program.*

**Moved by:** Jayme Bottke

**Seconded by:** Kris Deiters

**Ayes:** Jayme Bottke, Candy Carlson, Kris Deiters, Johnna Jones, David Madrigal

**Noes:** None

**Abstentions:** None

**Result:** **APPROVED**

**ii. HHAP-5 Memorandum of Understanding**

**Motion:** *A motion was made to authorize the Executive Council Chairperson to sign the Memorandum of Understanding (MOU) between the County of Tehama, the City of Corning, the City of Red Bluff, the City of Tehama, the Tehama County Continuum of Care, and The Vitality Project, as the Administrative Entity for the Continuum of Care regarding the HHAP-5 grant program.*

**Moved by:** Jayme Bottke  
**Seconded by:** Candy Carlson  
**Ayes:** Jayme Bottke, Candy Carlson, Kris Deiters, Johnna Jones, David Madrigal  
**Noes:** None  
**Abstentions:** None  
**Result:** APPROVED

**b. Local Project Funding**

**i. Local Allocation of HHAP-5 Funds**

Tehama CoC released the 2024 TESH RFP in January 2024. The CoC received a total of six proposals in response to the RFP requesting a combined total of \$1,241,768.27, far exceeding the \$700,000 in funds available through the CESH 2019, HHIP (Anthem) and HHAP-4 funds originally intended for award through the RFP. All proposals received met threshold requirements and scored well in the evaluation process, but due to limited availability of funds, only one proposal was fully funded, four were partially funded, and one was declined for funding. Per direction from the Executive Council in February, the Rating and Ranking Committee met on February 29, 2024 to discuss allocating anticipated HHAP-5 funds to further fulfill proposals received through the 2024 TESH RFP process. The decisions made by the Rating and Ranking Committee on this matter were presented to the Executive Council. A Staff Report, including details of these decisions, was provided to the council ahead of this meeting for review.

**7. HMIS/CES**

**a. System Performance Measures Report**

Andrea provided an overview of the FY2023 Performance Measures Report, noting an improvement of 1.48 percentage points in Metric 7b.1, which measures the CoC's rate of exits to permanent housing destinations for persons in Emergency Shelter, Transitional Housing and Rapid Rehousing. She also pointed out to the council that this FY2023 was the first year that the CoC had any results to show in Metric 7b.2, which measures the CoC's rate of exit to or retention of permanent housing for persons in "all PH projects except PH-RRH" and explained that this is due to the opening of Olive Grove Apartments, the community's first-ever Permanent Supportive Housing project.

**Meeting adjourned at 3:06 PM.**

**The next meeting is scheduled for Wednesday, April 10, 2024 at 1:30 PM and will be held via Zoom.**