



**Plumas-Sierra Counties  
CoC Advisory Board Meeting**  
**June 27, 2023**  
**10:00am**

**Locations:** **555 Main Street, Quincy (Plumas Planning & Building Conference Room)**  
**591 Main Street, Quincy (Plumas Crisis Intervention & Resource Center)**  
**706 Mill Street, Loyalton (Sierra County Wellness Center)**

### **Minutes**

**1. Call to Order**

The chair called the meeting to order at **10:04am**.

**2. Establish Quorum (In-Person)**

The Chair established a quorum by roll call. Voting members present were Tracey Ferguson, Aimee Heaney, Laurie Marsh, and Cathy Rahmeyer.

**3. Introductions**

Participating member present was Denise Pyper, stakeholder.

Guests included James Wilson, Anthem Medi-Cal Health; Beth Matsumoto, Ali Campbell, Rebecca Nielson, and Jessica Johnson with Rural Community Housing Development Corporation (RCHDC); Suzi Kochems, housing consultant to Plumas County Behavioral Health; Kristy Pierson, Plumas County Mental Health Services Act (MHSA) Coordinator; and Sharon Sousa, Interim Plumas County Behavioral Health Director.

**4. Public Comments (limited to 3 mins. per comment)**

None

**5. Approval of Meeting Minutes from May 23, 2023, Regular Meeting**

Board members reviewed for approval the regular meeting minutes from May 23, 2023.

No changes were made. Cathy Rahmeyer moved to approve the minutes, as submitted. Aimee Heaney seconded. Motion carried.

**6. Discussion**

A. Presentation of Plumas County Permanent Supportive Housing Project by Development Sponsor RCHDC (Rural Community Housing Development Corporation)

Beth Matsumoto presented and described RCH as a non-profit that provides housing to low- and middle-income populations. They have developed special needs housing since

1982. RCH leverages state and federal dollars to build affordable housing. They develop permanent supportive housing communities using *housing first* principles and practices in a voluntary program to encourage services. They use the Permanent Housing Local Allocation (PHLA) program and others to leverage low-income tax credit dollars. Owner, developer, and property management services are provided. Property management and service providers have a shared goal to keep tenants housed. No more than 49% of any development is categorized as special needs, and then the rest are low-income units. These developments use robust service amenities programs, zero net energy building developments; dog ownership is important to our target population. Meeting rooms, community kitchens, and laundry facilities. Olive Grove, in Tehama County, is an example of one such development by RCH.

Tracey Ferguson discussed the site selection in feasibility and pre-development phase. Working with local engineer for studies at the 7 Fairground Road parcel. RCH is the Development Sponsor working for both counties. Of 34 units total, 15 will be for target population's permanent supportive housing (PSH). There would be 12 for Plumas and 3 for Sierra County, respectively for the target population. Plumas County will engage with Sierra County through an MOU process – no monies transferred but working hard to leverage local/county dollars – PHLA will be used for development and supportive services costs. PCBH will be providing supportive services only to Plumas County clients. Suzi Kochems, the consultant hired by PCBH, asked about NPLH, and Tracey Ferguson responded that it took the county longer than normal anticipated for site selection and control, so they pivoted to PHLA allocation to secure predevelopment costs for PHLA Year 1; PHLA NOFA to catch up and use Years 2 & 3 dollars; roughly \$121,000 in Year 1 pre-development costs. Split in subsequent years for development, service costs and providing monies to PCBH for services. Next NOFA will be possibly in August 2023. Plumas County doesn't have a CalHOME program. Debra Lucero, new Plumas County CAO is supportive of starting a CalHOME program.

Suzi Kochems asked, is Home Key a good source of revenue; Beth Matsumoto responded that Home Key must be timed to the minute for a new construction project. HOME, CalHOME, community development block grants (CDBG) – all have challenging overlays and HUD requirements. There is a large reliance on PCBH supports; HHS is absent from this conversation for supportive services and outreach and engagement, in addition to Plumas County Sheriff's Office, the food bank, and Probation Department. There needs to be partnership space for these service providers, and for PCIRC as well. The County partners could develop a county crisis response system and fill those 34 units with clients for whom HHS and provider departments will be providing these subsidies. There can also be referrals for public tenants from these partner organizations, such as PCIRC, that are not necessarily tenants living with a serious mental illness (SMI).

Dedicated units for SMI will come from PCBH from both counties; the rest of the units, say 19 of 34, can provide referrals for their non-SMI clients from Probation, PCIRC, DSS, etc. All these folks are referred to PCIRC from these departments. Cathy Rahmeyer added that PCIRC is a primary point of entry and the frontline agency providing coordinated entry (CE). They receive the bulk of the referrals for emergency shelter (ES) and transitional housing (TH) from local service providers. Dana Krinsky (PCPHA) and Neal Caiazzo (DSS) need to partner and discuss client overlap and partnership with Sharon Sousa of PCBH and Deborah Lucero, Plumas County's CAO.

Suzi Kochems asked if the County receives permanent supportive housing (PSH) subsidies from the CoC and the federal government; these subsidies are awarded through annual renewal application, in perpetuity for 20-30 years.

One-bedroom units are the best choice for the target population – people prefer one bedroom to studios. The county will need to study this more and make sure there are also 2 bedrooms in the development, for families.

Crisis Response Assistance Team – everyone needs to be at the table: PCIRC, PCBH, DSS, PCPHA, Sheriff's Dept, and Probation, hospitals, etc. Tracey Ferguson added that there will always be incidents and situations, and so partnership is very important to be able to immediately respond to and manage any incidents.

Tracey Ferguson added that we need a density bonus for optimum yield to work within those envelopes. It's also important to educate our leadership and community members that this can be done successfully. We need a presentation by RCH to our Board of Supervisors and additional community meetings to demonstrate to the larger community that this is possible and needed. This all needs to be part of the due diligence – Caltrans Highway/traffic study, drainage and soils study and reporting.

Suzi Kochems asked, what is the timeline for the project? She added to use this planning and development period to get the BOS and County CAO and residents on board – emphasize that it is going to be well maintained, and there will be lots of wrap around services, etc. It will add value to the area, but we are going to be realistic about the need for solid wraparound support and services.

Tracey Ferguson asked Beth Matsumoto, "when will we know the date of closing with the property owner?" Beth Matsumoto responded it is unknown at this time and they are currently re-negotiating the real estate contract with the owner to extend the due diligence time. The more time in due diligence the better we will know that this parcel will work. Suzi Kochems is helping Plumas County Behavioral Health with Care Court housing planning. She added that Care Court is happening, and that there are departments and programs that will work together to provide these wraps with PSH.

Denise Pyper added that, as a parent to an adult SMI person, she sees this permanent supportive housing project as a benefit and believes her son, who lives at home right now, may be able to live in permanent supportive housing because of the support and wraparound services, and it would be amazing for him and their family.

B. Plumas-Sierra Counties CoC Advisory Board Roster (updated June 2023) – 2-year position terms expire July 1, 2023 – see attachment

The 2-year terms for the Advisory Board positions are up in July 2023.

Tracey Ferguson (Plumas County Planning Director) stated her desire to step down from the Chair position to have someone else who is more closely tied to housing insecure and homeless clients as a service provider and part of health and human services (behavioral health, social services, and public health). Tracey Ferguson stated she would reach out to Neal Caiazzo, Plumas County Social Services Director; Sharon Sousa, Plumas County Behavioral Health Director; and Dana Krinsky, Plumas County Public Health Assistant Director for recruitment.

Cathy Rahmeyer, Vice Chair, stated she'd like to continue another 2-year term.

Aimee Heaney stated her desire to step down from the Secretary position, as her other time commitments no longer permit her to stay as heavily involved, and she did state she'd does want to continue to participate in meetings, as time permits.

Laurie Marsh, Membership Director, stated she'd like to continue another 2-year term.

The At-Large position is currently vacant.

C. NorCal CoC Executive Board Meeting Updates (Plumas and Sierra Counties)

- i. Reminder – next NorCal CoC Full Member Meeting is scheduled for July 20, 2023, from 1:00 to 3:00pm – those wanting to attend must do so in person at 555 Main Street, Quincy or 706 Mill Street, Loyalton

NorCal will allow virtual attendance for the special meeting.

- ii. Brown Act public comment requirements for meetings

No update from Lead Agency

- iii. ESG Project Overview and ESG Evaluation Documents (to be reviewed by Executive Board) – see attachments.

NorCal CoC must review ESG and HUD funded projects. There will be more to come on this determination.

- iv. NorCal CoC Governance Charter (revisions approved by Executive Board June 1, 2023) additional review and next steps – see attachment.

Governance Charter edits were adopted at the NorCal CoC Executive Board meeting on June 1, 2023. Modification needed to satisfy HUD in response to Shasta County leadership and organizational transitions concerning Lead Agency, HMIS Lead and Systems Administrator, and Collaborative Applicant. Change in leadership to these entities is now a simple majority vote of the Executive Board members. Other edits and comments included modifications to the termination clause and MOUs with the seven counties (i.e., participation agreements). More to come, and an *ad hoc* working group is proposed to be established to work on additional Governance Charter edits, per HUD rules.

- v. NorCal CoC 2022 Analysis of Services Gaps and Snapshot of Homelessness (to be discussed by Executive Board) – see attachment

To be discussed at a future Executive Board meeting.

- vi. 2023 Point-in-Time (PIT) Report (Draft) – see attachment

Plumas County had 134 total, including 76 unsheltered and 58 sheltered.

Sierra County had 12 unsheltered and 0 sheltered.

- vii. HUD Guidance for CoC – presentation by HUD representative, William Snow

During the June 15, 2023, NorCal Executive Board meeting there was presentation by William Snow, HUD San Francisco Office, explaining CoC governance per HUD. He stated an important question to ask is “does your advisory board receive the support it needs from Lead Agency.” He continued and noted that HUD federal 24 CFR rules do not recognize the “Lead Agency” role and so the Executive Board, in the re-organization process, could disband Lead Agency; however, all the responsibilities stated in 24 CFR Section 578.7 (Responsibilities of the Continuum

of Care) would need to be taken care of by some entity (e.g., 3<sup>rd</sup> party consultant or Executive Board). The Collaborative Applicant role is also very central to the HUD governance and being able to access HUD funding. During the meeting snow was asked about the 7-county structure for NorCal and if that was common. Snow replied, it's not uncommon, but in California there's more 1-county CoCs. Snow was asked if he could tell the Executive Board some 'model' CoCs and he replied with Kings-Tulare and Bakersfield-Kern. Snow was also asked how a county could become its own (single) CoC. Snow explained the 5 steps:

1. Notice to NorCal to be removed and copy HUD.
2. Documentation demonstrating new CoC can take on the responsibilities of the CoC and has the organizational structure, board, leadership, process, knowledge, and represents the stakeholders.
3. HMIS is in place and being used with processes and procedures and reporting.
4. Fulfill all legal obligations of subsections 5 and 7 of 24 CFR Sec. 578 of HUD's rules.
5. Have in place a coordinated entry structure for implementation.

William Snow completed his comments with a statement that the timing to apply for new CoC status is January, where the review occur January through March for possible approval.

viii. Shasta County Housing and Community Action Agency (SCHCAA) notice to all counties to terminate roles (CoC Collaborative Applicant, HMIS Lead and System Administrator, and Lead Agency) per Section 7 of participation agreement without cause – special meeting of NorCal CoC Executive Board (date/time to be determined) will be held to discuss and obtain clarification on which role(s) are terminated effective August 21, 2023, based on notice.

*On April 27, 2023, the Shasta County Board of Supervisors voted unanimously to consolidate Shasta County Housing and Community Action Agency (SCHCAA) under Health and Human Services HHSA. This consolidation resulted in HHSA absorbing the responsibilities fulfilled by SCHCAA as the NorCal Continuum of Care (CoC) Collaborative Applicant and HMIS Administrator. In accordance with Section 7 B of the Continuum of Care agreement between Shasta and Plumas Counties, and between Shasta and Sierra County, effective July 1, 2022, Shasta County hereby exercises its right to terminate the agreement without cause effective 60 days from the date of this letter on August 21, 2023.*

Lead Agency and Collaborative Applicant roles to terminate on August 21, 2023. HMIS Lead role to terminate on December 31, 2023.

## **7. New Business/Action Items**

### **A. Addressing Homelessness (standing item)**

Sharon Sousa, Plumas County Interim Behavioral Health Director, noted Plumas Rural Services (PRS) has given notice to non-renew the service contract with Plumas County to manage the County's transitional housing sites. Plumas County Behavioral Health is now in negotiations with Environmental Alternatives (EA) to replace PRS.

Kathy Rahmeyer, PCIRC, stated the construction of the Navigation Center in Quincy is coming along. The PCIRC owned property, Ohana House in Quincy, is on the market (for sale). Transitional housing services will be shifting to Ohana Village cabins on the Navigation Center property once constructed. PCIRC Leadership update—Scott McCallum is no longer the Executive Director. Kate Rahmeyer has stepped into the role of Interim Executive Director and PCIRC is recruiting a permanent Executive Director.

### **B. New Member Applications (standing item)**

None

## **8. Committee Appointments (standing item)**

None

## **7. Requests for Letters of Support (standing item)**

None

## **8. Committee/Workgroup Updates**

### **A. PIT Committee**

- i. None / No meeting
- ii. Kristen Quade, PCIRC, regularly attends

### **B. HMIS/CEP Committee**

- i. None

## **9. Agency Updates**

None

## **10. County Updates**

Plumas County Public Health Agency grant to PCIRC for HVAC systems to improve air quality to mitigate contagions in new construction (e.g., Dragonfly Cafe).

## **11. Discussion Items for Next Meeting**

- Lead agency
- Participation agreements
- Executive Board updates

## **12. Adjournment**

**Next Meeting:** July 25, 2023 (10:00AM)

Tracey Ferguson and Cathy Rahmeyer moved and seconded to adjourn. Motion carried. Adjourned at 11:55am.