

**Plumas-Sierra CoC  
Advisory Board Meeting  
February 27, 2020**

**Plumas County Planning and Building Permits Meeting Room  
555 Main Street, Quincy  
1:00PM**

**Final Meeting Minutes**

**Present:** Tracey Ferguson, Aimee Heaney, Denise Pyper, Cathy Rahmeyer, Cecilia Hewitt, Elizabeth McAllister, Christina Baggott, Elizabeth Pope, Leaf Van Pelt  
Call in: Trisha Boss, Ayla Tucker

**1. Call to Order/Establish a Quorum**

*The meeting was called at: 1:07pm. The Chair verified that a quorum was established.*

**2. Introductions**

**3. Approval of Agenda**

Review proposed Agenda – changes or additions and action item

Additions/changes:

Add to Item 5A. NorCal CoC Strategic Plan Update.

Motion: Cathy Rahmeyer

2<sup>nd</sup>: Denise Pyper

Ayes: Unanimous

Nays: None

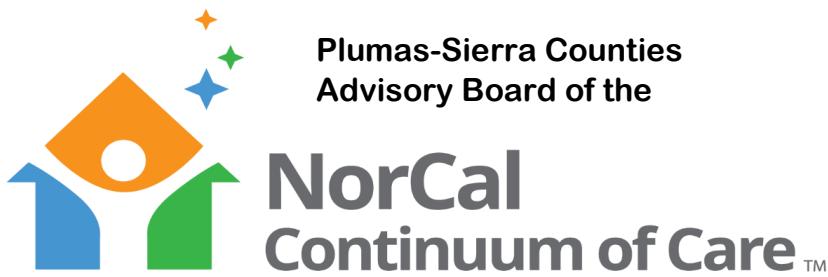
Abstain: None

**4. Approval of January 24, 2020 Meeting Minutes**

Review draft minutes – revisions and action item

Revisions: None were submitted

Motion to adopt January 24, 2020 Advisory Board meeting minutes by Tracey Ferguson. Motion was seconded by Leaf Van Pelt. Motion was unanimously approved.



### **Public Comment (limited to 3 mins. per individual)**

*Public comment provided by local stakeholder concerning submitted, written plan (a copy was provided to Advisory Board Chair) for a homeless shelter and supportive services, including downtown location and possible rehabilitation of the trailer park on W. Main Street, Quincy.*

#### **5. Updates**

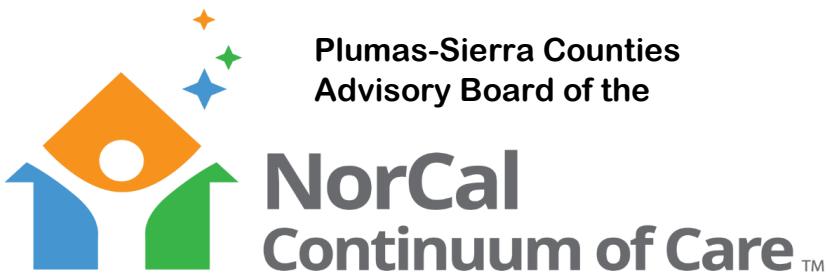
A. NorCal CoC Executive Board Meeting Update – Tracey Ferguson

- NorCal and HCD Funding/County Projects (Plumas and Sierra)
- HMIS/CEP Committee Members
- CE action items
- Membership policies (Governance Charter)
- Letters of support policies (Governance Charter)
- March 5, 2020 Housing First Training, Quincy, CA
- NorCal Strategic Plan Update (New item)

NorCal CoC Executive Board Update: HHAP application, was due 2/15/2020; NorCal CoC submitted an application for the executive board; \$50,201.53 allocation for county application; county chose to partner with PCIRC to use these funds as the local homeless service provider agency; up to 7% may be spent on admin and it's required that there be 8% of allocation designated for youth age group, which can include subsidies for the Ohana House and homeless prevention strategies, such as rental assistance to keep tenants housed; Sierra County directed their county allocation for homeless funds from their HHAP to PCIRC; Plumas County received confirmation from HCD that the application was received.

NorCal CoC Funding Application Updates (Trisha Boss and Ayla Tucker): They have confirmed that HCD received applications, and HCD will be evaluating these for approval. Statutory requirement is to provide funding notices by April 1, 2020.

HMIS/CEP Committee Members: There is committee meeting scheduled for mid-March 2020; they are gathering feedback from the TA consultants and new committee members; Medea Henderson is the committee chair; Sierra County's Tammy Muldoon is participating and her alternate is Laurie Marsh; Cathy Rahmeyer is participating as a local representative and Aimee Heaney is the alternate.



CE Action Items: none were listed.

Membership Policies (Governance Charter): the Advisory Board is required to set its membership to align with the NorCal CoC Governance Charter; NorCal CoC Executive Committee has prepared draft membership policies and these were presented at the Feb. meeting. This includes categorizing voting members vs. participant members (non-voting); a minimum of 3 voting members is suggested; NorCal is providing guidance; draft of Advisory Board policy is pending. Shasta County counsel suggested a minimum of 3; some members think 5 is a strong number with at least 1 county representative each; 1 city representative (for Loyalton); new membership form with different categories of membership is available.

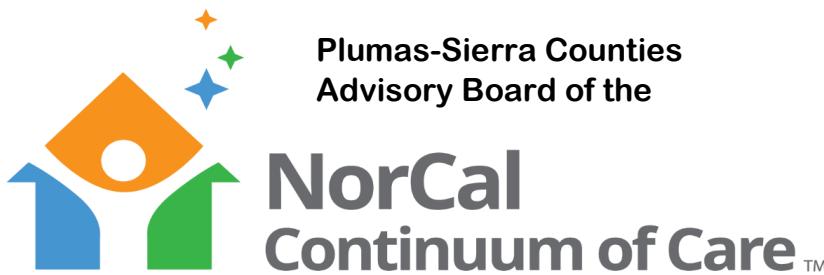
Letters of Support Policies (Governance Charter): draft policy hasn't been received to distribute from NorCal; they will seek feedback on flow of these requests from participating counties and housing and homeless services agencies.

Announcement: a free Housing First Training is scheduled to take place on 3/5/20 from 1-5pm at the County Library in Quincy.

NorCal Strategic Plan Update: NorCal Board created a subcommittee/working group on this: Tracey Ferguson and Melissa Janulewicz both sit on the Strategic Plan working group. When the draft is completed, the Executive Board will make decision to share out before approval, and there will be an opportunity for review at an upcoming Advisory Board meeting.

B. 2020 PIT Count – Cathy Rahmeyer – PCIRC

2020 PIT Count for Plumas and Sierra Counties: a preliminary recap of the 2020 PIT Count is provided: 7 sheltered in Sierra County; 78 are unsheltered in Plumas County – 46 males, 32 females, 63 adults and 15 kids; of these 68 white, 5 African American, and 2 Native American; most were in Quincy, 11 in Portola; 29 sheltered homeless in Emergency Lodging and Transitional Housing; it's just a snapshot for where the individual slept on the night of January 27, 2020. Final 2020 PIT Count numbers will be provided when complete for Plumas and Sierra Counties and the 7-county NorCal CoC overall;



Plumas County continues to be underrepresented because we don't have a homeless shelter; we don't have seasonal shelters during the count; PIT count input was done for Plumas and Sierra counties by PCIRC; they completed all HIC forms and the data entry. Unsheltered youth can only be counted if they are under 18 in family unit.

#### C. HMIS Implementation Update – various partners

Discussion: Medea Henderson, the NorCal CoC HMIS Coordinator, is working with a technical assistance consultant to create online learning modules; interactive training with Zoom or equivalent platform; Cathy Rahmeyer asks about coordinated entry training; Cathy and PCIRC are working with Medea on quarterly reports, and they has submitted on-time reporting, receiving an "A" grade.

### 6. Discussion

There are no discussion items.

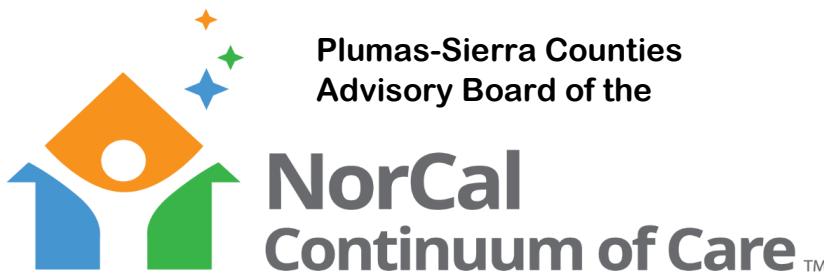
### 7. New Business

#### A. CoC Advisory Board Member Approvals – Discussion and Action

Discussion: There are new forms for membership; any new members would use the new application – helps Advisory Board to track who members are (our roster). Advisory Board will keep an active roster showing voting members and participant members.

Tracey Ferguson is Chair and Roger Diefendorf is Vice Chair of the Advisory Board; Tracey Ferguson made a motion to appoint Aimee Heaney as the Advisory Board Secretary; Denise Pyper seconded; the motion passes. The Advisory Board leadership are voting members;

Tracey Ferguson made a motion to appoint Lea Salas, of the Sierra County Behavioral Health Department, a voting member; Aimee Heaney seconded, and the motion was carried. Denise Pyper made a motion to appoint Cathy Rahmeyer as a stakeholder representative to the Advisory Board – Aimee Heaney seconded, and the motion was approved.



Participant (non-voting) members who have submitted applications are:

Joyce Clare  
Tony Hobson  
Megan Mansfield  
Tammy Muldoon  
Denise Pyper  
Elizabeth Pope  
Leaf Van Pelt  
Christina Baggott  
Elizabeth McAllister

B. Plumas-Sierra CoC Advisory Board name change to include “Housing” and/or “Homelessness” – Discussion and Action

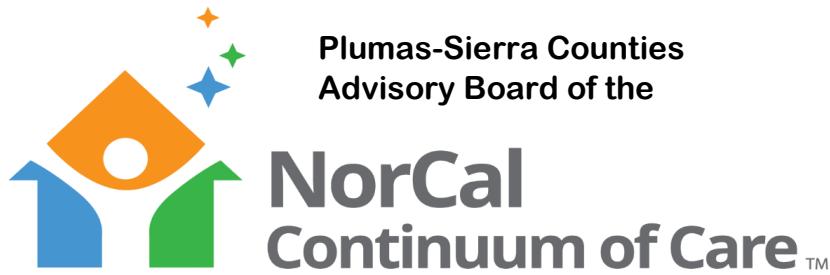
Other counties haven’t addressed the subject of adding “Housing” to their CoC name – this item was tabled for further research.

Items 7C. and 7D. February 2020 Final Draft of Plumas & Sierra Counties Plan to Address Homelessness and *No Place Like Home* TA Grant Expiration Update:

It was requested that an e-mail reminder be sent out to all members to review the draft plan and submit feedback directly to Sherry Morgado of Housing Tools by March 12, 2020. Tracey Ferguson made a motion to agendize discussion and approval of the final draft of the Plumas and Sierra Counties Plan to Address Homelessness and to agendize discussion of the *No Place Like Home* TA Grant Expiration for the March 26, 2020, meeting. Aimee Heaney seconded, and the motion was carried.

## 8. Agency Updates

PCIRC – the Executive Director is no longer with the organization; the Board of PCIRC is acting as leadership through the transition until they are able to recruit for a new ED in the spring.



**9. County Updates**

No additional updates were provided.

**10. Discussion items for Next Meeting**

- Plan to Address Homelessness with Housing Tools
- No Place Like Home TA Grant Expiration
- Snapshot of the Face of Homelessness (by San Francisco County – Cathy Rahmeyer will lead discussion)

**11. Adjournment**

*Meeting adjourned at 2:51pm.*

**Next Meeting:** March 26, 2020 at 1:00PM

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. **The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.**