



**Plumas-Sierra Counties
CoC Advisory Board Regular Meeting
August 24, 2021
10:00AM**

Meeting Minutes

1. Call to Order/Establish a Quorum/Introductions

Meeting called to order at 10:02am. Voting Members present: Tracey Ferguson, Aimee Heaney, Cathy Rahmeyer, Lea Salas; a quorum of voting members was established.

Participant members and public: Keith Anderson, Senior Staff Services Analyst, Shasta County, and HMIS and CE Supervisor, Denise Pyper, and Supervisor Greg Hagwood

2. Public Comments (limited to 3 mins. per comment)

No public comment was received.

3. Approval of Meeting Minutes from June 22, 2021

Board members reviewed for approval the meeting minutes from June 22, 2021. The meeting of July 27, 2021 was cancelled. No corrections were made. There was a request to have all acronyms spelled out for each instance. Lea Salas moved to approve the minutes. Aimee Heaney seconded, and the motion was passed.

4. Discussion

A. NorCal CoC Executive Board Meeting Updates

- i. Homeless Housing Assistance and Prevention (HHAP) Round 3: the state's funding allocation sheet was distributed. Discussion are occurring at the NorCal Lead Agency level regarding the requirement of HHAP Round 3 entities will need to complete and submit a plan to address homelessness. The Plumas-Sierra Counties Plan to Address Homelessness was provided to Lead Agency for reference. More discussion to come.
- ii. Emergency Solutions Grant (ESG) 2020: the Notice of Funding Availability (NOFA) is complete and will be released from NorCal sometime in August/September 2021.
- iii. Lead Agency New Staff – Keith Anderson is the new Homeless Management Information System/Coordinated Entry (HMIS/CE) Coordinator.
- iv. NorCal CoC Summary of Participation Fees, Grants, and HMIS Utilization: a table was provided by NorCal Lead Agency for reference. Cathy Rahmeyer states the table is not accurate, as CASH funding numbers aren't correct. She continues there's a whole group not accounted for from another program and at least 100 people are not in HMIS that PCIRC has assisted and at least 800 fire evacuees/survivors of the Dixie Fire.

- v. NorCal CoC HMIS Statistics: Keith Anderson, Lead Agency, presents an overview to the Advisory Board. The Universal Data Elements for each client are entered into HMIS. County. If a participant is inputted in HMIS, they will show up in the HMIS statistics report. There's an existing 176 clients in HMIS for Plumas County and 2 for Sierra County. Majority of homeless clients are on Medical/Medicare. Age breakdown; many children under 16 years of age. Anderson is working with the PATH (Projects for Assistance in Transition from Homelessness) program to clean up some of the data. Slide #41 states the state will begin looking at HMIS data as the driving force for funding to identify gaps and those being funding. Lea Salas inquires in regard to the PIT count, as it is costly to administer, could it be that the PIT count would not be required at some certain point in the future? Keith answers, "no, it is still required by HUD to do PIT count every 2 years." HMIS is a national system. Everyone is using this across the United States.
- B. Lead Agency Coordinated Entry (CE) Presentation (Hollie Zander)
- Keith Anderson provides a presentation. He notes three of the seven NorCal CoC counties are fully functional and explains CE access points and how CE functions with intake using VI-SPDAT, e.g., rankings with client high, moderate, or low needs, which put the clients in the queue for high/moderate needs and those with low needs are referred to other services. Lead Agency is looking to expand access points by bringing in more agencies using CE/HMIS. Local outreach team meetings are conducted to review the by-name lists to coordinate services. Paul Tunison is Lead Agency CE administrator for the counties/emergency housing vouchers. Cathy Rahmeyer states the Plumas County Community Development Commission should act more as a partner and collaborate with PCIRC to serve and stay connected to clients when it comes to Housing Choice Voucher Program (Section 8). CE for Plumas may look like PCIRC and Paul Tunison meeting each week to go over the list, as other agencies and the Plumas County Community Development Commission are not actively involved. Anderson runs through the CE process and how clients are identified then moved into programs using emergency housing vouchers and other programs. For example, strengthening and expanded access points and building outreach teams. CE is required for HMIS legitimacy and to be eligible for future funding. Active support is communicated from Supervisor Hagwood. Tracey Ferguson will work to get on the Plumas County Community Development Commission agenda to share information and request active participation and cooperation with Housing Choice Voucher Program (Section 8).
- C. Builder/Developer Forum (postponed, date to be determined) – no rescheduled date has been set. Comment was made to make this forum inclusive with stakeholders.
- D. Landlord Forum (organize) – question of when to organize and hold a landlord forum; with Beckwourth Complex and Dixie fires recovery going on, there could be opportunities to discuss fire survivor housing availability, in addition to the need for units in the Housing Choice Voucher (Section 8) program administered thorough the Plumas County Community Development Commission (Housing Authority).

5. New Business/Action Items

- A. Voting Members/Alternate Members (Resignations or Renewals), discussion and action; to vote on Advisory Board Voting Members and Alternates (2-year terms until July 2023), positions include:
 - i. Chair - Tracey Ferguson
 - Tony Hobson, Alternate
 - ii. Vice Chair - Cathy Rahmeyer
 - Kristen Quade, Alternate
 - iii. Secretary - Aimee Heaney

iv. Membership Director - Lea Salas

- Laurie Marsh, Alternate

v. At Large - Vacant

Roll Call vote: Tracey Ferguson made a motion to approve the board elections for the 2-year terms, as represented above. Lea Salas seconded. Yeas: Tracey Ferguson, Aimee Heaney, Cathy Rahmeyer, and Lea Salas. Nays: none. Motion passed.

- B. Goals for the NorCal CoC Executive Board from Plumas-Sierra Counties Advisory Board – discussion and action: goals must align with needs to address homelessness that are identified through HMIS (Homeless Management Information System) data. The Advisory Board discussed having a more robust discussion at the September meeting with possible action to be set for October 2021.

- C. NorCal CoC Governance Charter Review by Plumas-Sierra Counties CoC Advisory Board Working Group – discussion and possible action:

Cathy Rahmeyer, Denise Pyper, and Tracey Ferguson met concerning review of the NorCal CoC Governance Charter. Comments from Shasta County's CoC Advisory Board are reviewed:

- Concerning voting distribution, they are proposing to weight each of the seven counties. It is currently a one for one vote and Shasta is proposing weighting the voting to give larger counties (those with more homeless via PIT count or general population) more say. This recommended funding methodology needs to be reviewed and discussed further by this Advisory Board. Advisory Board members comment the proposed funding allocation methodology is not equitable and they do not support this idea.
- Concerning the homeless member designation and the requirement by Housing and Urban Development (HUD) to have a homeless member or formerly homeless member on the Executive and all Advisory boards.
- Concerning Point in Time (PIT) count years, Shasta Advisory Board is recommending that in non-PIT years, there should be the ability to cancel the count due to lack of capacity.
- Concerning Governance Charter revisions, recommending Charter amendments be reviewed by all Advisory Boards before they are approved by the Executive Board.

Tracey Ferguson asks for feedback on summary of changes for next meeting. No action taken, continue discussion next meeting.

- D. Addressing Homelessness (standing item):

PCIRC: Dixie Fire recovery services have been provided to over 800 intakes and emergency sheltering, with many generous donors. PCIRC is working with CAL FIRE donors to get out gift cards, camping supplies, hygiene items, and food. Also coordinating meal prep for fire survivors.

Sierra County: dealing with a large surge of COVID-19 cases with the Delta variant in the magnitude of 20 or more per day. No update on mobile home park progress.

- E. New Member Applications (standing item):

i. Kimberly Askew, Sierra County Office of Education

Action: Aimee Heaney moved to adopt and Tracey Ferguson seconded. Motion was unanimously passed.

6. Committee Appointments (standing item)

None

7. Requests for Letters of Support (standing item)

None

8. Committee/Workgroup Updates

- A. PIT Committee: Plumas and Sierra counties will not be conducting the optional summer 2021 PIT count.
- B. HMIS/CEP Committee: Keith Anderson is the point of contact with Lead Agency.

9. Agency Updates

PCIRC presentation to the Plumas County Board of Supervisors has not been scheduled.

10. County Updates

Plumas County Public Health Agency 2020 Community Health Assessment (CHA) Update will include COVID-19 pandemic addendum.

11. Discussion Items for Next Meeting

- Discussion and possible action on 5B and 5C concerning goals and governance charter review

12. Adjournment – Meeting adjourned at 12:13 PM

Next Meeting: September 28, 2021 (10:00AM)

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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.