



Lake County Continuum of Care General Meeting Minutes

Date: May 1, 2025,

Time: 3:00 P.M.

Meeting Location:

Lake County Office of Education 1152 S Main St, Lakeport, CA 95453
Hope Center, 3400 Emerson St, Clearlake, CA 95422

Virtual Meeting Information:

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Meeting ID: 283 070 466 171

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Phone conference ID: 566 612 69#

Agenda Packet:

Please visit our website at www.lakecoc.org

Lake County Continuum of Care Vision Statement – The Lake County Continuum of Care is a coordinating group that aligns resources to facilitate solutions to end homelessness in Lake County.

In connection with any actual, possible, or perceived conflict of interest, an interested party must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the CoC Board.

1. Welcome – Bruno Sabatier – Chair

2. Call to Order:

2.1 Roll Call:

Voting Executive Committee Member	In Person	On Zoom	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Doreen Gillmore	X		
Lived Experience Chair – Dustin Lawson			X
HMIS/CES Chair – Heather Frawley	X		
Interfaith Chair – James Murdock			X

Performance Review Chair – Vacant			
Point in Time Chair – Shannon Kimbell-Auth			X
Strategic Planning Chair – Ana Santana	X		
Government Official Chair – Brad Rasmussen	X		
Public Housing Authority Chair – Rachel Parsons			X
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met	Y		
American Red Cross			
Shannon Kimbell-Auth			X
Gabriella Perez			X
Board of Supervisors			
Supervisor – Brad Rasmussen	X		
AHCL Coordinated Entry			
Heather Frawley	X		
Christina Dalro	X		
Community at Large			
Barbara Christwitze	X		
Caitlen Murry			X
Carl Porter	X		
George McKissick			X
Janet Taylor	X		
Maria Petterle	X		
Michele Basile			X
Timothy Cantrell	X		
City of Lakeport			
Dale Stoebe	X		
Department of Social Services			
Rachael Parsons	X		
Hope Center			
Caressa Smith	X		
Lake County Behavioral Health Services			
Elise Jones			X
Scott Abbott	X		
Lake County Community Foundation			

Annette Kamaloni	X		
Lake County Health Services			
Laila Romero	X		
Lake County Office of Education			
Ana Santana	X		
Holly Hana	X		
Mendocino Community Health			
Ben Anderson			X
Nation Finest			
Kate Mather			X
North Coast Opportunities			
Justin Gaddy			X
Probation			
Meredith Noyer	X		
Wendy Mondfrans			X
Project Restoration			
Ronni Duncan	X		
Redwood Community Services			
Justin Perez	X		
Kimbralee Guerra			X
Scott's Valley Band of Pomo Indians			
Tiffany Montiel			X
Summer Walker			X
Supporting Bright Futures			
Angelique Cole		X	
Sunrise Special Services Foundation			
Annie Barns	X		
Nancy Hernandez			X
Woodland Community College			
Mary Wilson			
Veterans Affairs			
Diana Gutierrez		X	
Xamitin Haven			
Zenia Chou			X

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2.2 Attendance Review: NCO

2.3 Additions or Changes to the Agenda:

2.3.1 Melissa Kopf – Request to add 4.1.3 Nominations for Performance Review Committee Chair and 7.5 Encampment Resolution Working Group.

2.3.1.1 Heather Ana Unanimous

2.4 Approval of April 3, 2025, Minutes: Fix Leilas' name to match her real name.

2.5 Brad Rachale

2.6 Conflict of Interest: Statement read by chair

3. Public Comments:

3.1 Open for Public Comments and Announcements – 3 Minutes Each:

3.1.1 Angelique Cole's Open house at Men's Home is May 15 at 1 p.m. I will send an invite to Melissa, and please bring brochures and resources for the houses.

3.1.2 Focus Area 3. Request a meeting. Originally requested to schedule after the Strategic Planning Meeting. Zone Meeting. Angelique and Melissa move forward. Send it to Melissa, and she will pass it to the membership

4. Action Items:

4.1 Voting Membership Changes (New Members/Officers)

4.1.1 Department of Social Services – Second Voting Member change – Theresa Showen

4.1.1.1 Presentation given.

4.1.1.1.1 Rachael Doreen

4.1.2 Department of Probation – Eva Lara Presentation given. Will be replacing Meredith Noyer.

4.1.2.1 Ana Dale Unanimous

4.1.3 Nominations for Performance Review – No nominations Bruno and Heather will chair

4.2 Action Items for the April 2025 Monthly Meeting:

4.2.1 Melissa to add missing members to the roll call: Completed

4.2.2 Add Housing Navigators and RCS HOME to the May agenda: Completed

5. Presentations: None

6. Committee Updates:

6.1 HMIS/CES – Heather Frawley

6.1.1 V assessment for Youth. We made good progress. Next, we will move to a family. We must continue to request data cleaning—CC Bruno on your requests.

6.1.2 Discussion on Case Conference.

6.1.3 Request for CC to be once a month, and once a month, have Housing Navigation.

6.1.4 Discussion about who is missing from the meeting.

6.1.5 Discussion on Data and the importance of data.

6.1.6 Action Item: Talk to Melissa about HMIS projects. Angelique Cole.

- 6.1.7 Discussion on creating reports on WEBi.
- 6.1.8 Create transparency on the CoC website.

6.2 Interfaith – J Murdock – Not Present

6.3 Performance Review – Bruno and Heather

- 6.3.1 Older PR on the two contractors, WWHH responded. NOC was not able to be contacted. RCS is our new contract in late May.
- 6.3.2 Every May and November, we will have PRs
- 6.3.3

6.4 Point in Time Count – Shannon Kimbell-Auth Tabled

6.5 Strategic Planning – Ana Santana

- 6.5.1 Planned out our Town Hall for the CoC Sep 24
- 6.5.2 Save the date will be sent at Sober Rese. J will be moderating the panel. We want to stream the event. This is an outreach event. Please send out the save-the-dates.

6.6 Administrative Entity Reports – Scott Abbott/Elise Jones/Christine Andrus/Melissa Kopf

- 6.6.1 Contract of Interest Policy – Scott Abbott
 - 6.6.1.1 Conflict of interest policy needs to be signed by members. It's been sent to CoC
- 6.6.2 System Performance Measures has been submitted. The PIT and HIC will open soon. We are waiting for the HUD dates.
- 6.6.3 Data changes – On October 1, 2025, the Data Standards update will reflect Sex instead of Gender.

7. Working Group Updates:

7.1 Grant Selection Working Group – Doreen Gillmore

- 7.1.1 \$400,00 for prevention and diversion.
 - 7.1.1.1 Discussion on how we want the monies to be used.
 - 7.1.1.2 Grant Selection Working Group meets the *** Tuesday
 - 7.1.1.3 Request for more scorers.
 - 7.1.1.4 \$15 K for Youth Outreach.
 - 7.1.1.5 LCBHS and DSS have programs to help. If your agency has – please send the information to fill in the gaps and provide resources.
 - 7.1.1.6 Discussion on mediation.

7.2 Housing Navigators Working Group – Caitlen Murray – Christina

- 7.2.1 Mention on
- 7.2.2 Trying new agenda feedback.

7.3 Lived Experience ~~Working Group~~ Advisory Board– Dustin Lawson

- 7.3.1 We have a permanent date: the second Thursday at 3:30. Seven positions have been filled. We met with CES to provide insight on Youth VA. The members have put together bios for the CoC website.
- 7.3.2 Presentation on Bios from each LEAB member.
- 7.3.3 Dustin Lawson, Maria Pettrett, Timothy Cantrell, and George McKinssik.

7.4 Zoning Regulations Working Group – Angelique Cole – See Public Comment

7.5 Encampment Resolution Working Group. Meet with members to look into safe parking for tiny homes.

7.6 Moving forward to working with other groups to help with Tiny Homes.

7.7 Safe Parking in City of Lakeport and Clearlake, and what I need to have safe parking with porta-potties, trash, and shower trailers. The idea is to have more than one place. It's missing between living on the street and in a shelter. Maybe a way to build trust and provide services.

8. Shelter Updates:

8.1 Hope Center

8.1.1 Housed two people in April

8.1.2 One woman's open bed. Hope Center is full as of the meeting date.

8.2 The NEST

8.2.1 The NEST has 1 room currently available with a maximum of two parents and two children ages 0-2.

8.2.2 Three families were housed last month, with two families moving in within the next two weeks.

8.2.3 Currently exploring needed support from CoC.

8.3 Project Restoration

8.3.1 We have one women's bed open

8.3.2 One men's bed open.

8.3.3 No one was housed.

8.3.4 Do not need any support.

8.4 Scotts Valley Carl Porter is officially a board member.

8.5 Supporting Bright Futures

8.5.1 The Women's House with four beds is full. Women's House has one bed open.

8.5.2 Men's house with 10 beds has two open beds

8.6 Xamitin Haven

8.6.1 Four beds, 2 top bunks in the Women's side

8.6.2 Two top bunks on the Men's side.

Question about Scott's Valley.

The target is 16 to 20. TAY.

Discussion on Natives and the number on the PIT.

Meredith Noyer – I appreciate the work this group has done.

9. Adjournment: 4:21.



Lake County Continuum of Care Executive Committee Minutes

May 1, 2025

3:30 p.m.

Agenda

The Lake County Continuum of Care Executive Committee meets the first Thursday of each month, at 3:30 p.m. at 1152 S Main St, Lakeport California, and Hope Center 3400 Emerson St, Clearlake, CA 95422.

Per the Brown Act, all Lake County Continuum of Care Executive Committee Voting Members are required to attend in person.

The meeting room is wheelchair accessible. A request for a disability-related modification or accommodation necessary to participate in the Continuum of Care Executive Committee meeting should be made in writing to the Secretary of the Executive Committee at least 48 hours prior to the meeting.

For the Agenda Packet, please visit our website at www.lakecoc.org

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Government Official Chair – Brad Rasmussen	X		
Public Housing Authority Chair – Rachel Parsons	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met	Y		

1.2 Additions or Changes to the Agenda

1.3 Approval of April 3, 2025, Minutes -

- 1.3.1 Motion to pass April 3, 2025, Meeting Minutes by Heather Frawley.
- 1.3.2 Second by Ana Santana.
- 1.3.3 Voting - Bruno Sabatier, Yes, Doreen Gilmore, Yes, Dustin Lawson, Yes, Heather Frawley, Yes, Ana Santana, Yes, Brad Rasmussen, Yes, Rachael Parsons, Yes.
- 1.3.4 Motion Passes.

1.4 Conflict of Interest – Statement made by Chair Bruno Sabatier.

2. Public Comments

2.1 Open for Public Comments – 3 Minutes Each

- 2.1.1 None
-

3. Monthly Financial Review

- 3.1 Scott Abbott—Shared Screen—This is the most updated. I have the Encampment Resolution Fund on the spreadsheet under Planning Misc.
- 3.2 A spreadsheet discussion of what grants are closed out and what is left of the grant funding. Each spending category has a column showing what is spent and what remains.
- 3.3 We have a total of \$4,757,366.85, with 1,126,018.41 unallocated.

- 3.4 We have 1.5 from ERF. We are in the process of getting the expenditure report from RCS. Expenditures have been short each month. We are waiting on the expenditures to determine their direct costs. We will not pay them until we receive the expenditure.
- 3.5 Have we approached Xamitin Haven for their unspent funds? – Their invoices have been low and undefined, and we asked for expenditure reports that reflect the contract. RCS is in the process of conducting two audits. We will not pay them until we get the updated expenditures. Hopefully, we will get them before the performance review. We have a Performance Review of them on May 29th.
- 3.6 When we get the expenditures, we can discuss utilizing the funding. We need to keep CES going.
 - 3.6.1 We are putting together a contract for CES.
 - 3.6.2 Discussion on other funding for CES.
- 3.7 PHA will not know what to expect for Section 8 until the federal budget is passed. The proposed budget will cut 21 households from Section 8.
- 3.8 Is the funding from the HUD Comp part of the spreadsheet? Yes.
- 3.9 Discussion on posting the spreadsheet on the CoC website.

Action Item – Send Bruno a copy of the review.

- 3.10 We received HHAP 5, and HHAP 6 will be due soon.

4. Executive Reports/Action Items

4.1 Action Items Update:

4.1.1 **April 2025 Executive Committee Action Items: None**

4.2 Grant Selection Working Group Recommendation

4.2.1 Presentation on the Grant Selection Working Group proposal for the \$400,000.00. ***See page 11 of the Agenda Packet for the proposal.***

4.2.2

4.2.3 Motion to pass the Grant Selection Working Group proposal by Heather Frawley.

4.2.4 Second by Ana Santana.

4.2.5 Voting - Bruno Sabatier, Yes, Doreen Gilmore, Yes, Dustin Lawson, Yes, Heather Frawley, Yes, Ana Santana, Yes, Brad Rasmussen, Yes, Rachael Parsons, Yes.

4.2.6 Motion Passes.

4.3 Discussion on what the City Council will want for an appointed representative for the CoC.

4.3.1.1 Request to start the process to add the City of Clearlake to the By-Laws.

4.3.1.2 Discussion on what positions to add for government representation from cities, tribes, and the county.

4.3.1.3 Discussion to reach out to each Tribe to see if there is interest in a tribal representative.

4.3.1.4 We may have a Youth Lived Experience Executive Committee member that Caressa Smith has been working with.

4.4 Add to the agenda, cancel the July meeting.

5. Adjournment 5:00 PM.