



Lake County Continuum of Care General Meeting Agenda

Date: August 7, 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

8102 Royal Fld. San Antonio, TX 78255-3318

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 Moment of Silence to Honor Holly Hana:

2.2 Roll Call:

2.3 Attendance Review: None

2.4 Additions or Changes to the Agenda:

2.5 Approval of May 1, 2025, and June 5, 2025, Minutes:

- 2.5.1 May Action Items - *Angelique Cole is to talk to Melissa about HMIS projects. – Complete*
 - 2.5.1.1 *Update on Housing Navigators Working Group and Case Conferencing.*
- 2.5.2 June Actions Items -
 - 2.5.3 *Bring updated CoC May Meeting Minutes for approval.*
 - 2.5.4 *Send email reminders to CoC Membership applicants notifying them of the membership process and responsibilities.*

2.6 Conflict of Interest Statement:

3. Public Comments:

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

- 3.1.1 United States Executive Order: [Ending Crime and Disorder on America's Streets](#)
(Please click on the link for more information)

4. Action Items:

4.1 Voting Membership Changes (New Members/Officers) –

- 4.1.1 Willow Nunez
- 4.1.2 Julia Carrera
- 4.1.3 Tiffany Hall
- 4.1.4 Jermaine Gregoire
- 4.1.5 Deb Shingu

4.2 Action Items from May and June 2025 Monthly Meeting:

- 4.2.1 Agencies to send Melissa the name of the program and a summary of its details for a pamphlet for the Public Defender.
- 4.2.2 June – Request to adopt the Homelessness Action Plan, HHAP Budget, and MOU between the County and the CoC.
- 4.2.3 California's Encampment Action Plan sent to CoC email list.
 - 4.2.3.1 Email sent to the CoC listserv, requesting the agency information.

5. Presentations:

- 5.1 CoC Annual Data Presentation – Heather Frawley and Melissa Kopf
- 5.2 CoC Official PIT Report – Shannon Kimbell-Auth
- 5.3 HHAP – Homelessness Action Plan, County of Lake and Lake County Continuum of Care Memorandum of Understanding

6. Committee Updates: Per Email

- 6.1 HMIS/CES – Heather Frawley – Adult Only Vulnerability Assessment and Unaccompanied Youth assessments are finished. We are working on Families with Minor Children now. We hope to have all assessments ready to launch starting September 1.
- 6.2 During June, there was a 5-week HMIS training course for all licensed users. This training included Security and Privacy, HMIS Basics and Workflows for new clients, Workarounds in HMIS, Coordinated Entry and Report Building for the staff.
- 6.3 See Presentation for data updates.
- 6.4 Interfaith – J Murdock
- 6.5 Performance Review – Bruno Sabatier and Heather Frawley

- 6.5.1 We are caught up on past performance reviews. Performance Review Results and Recommendations have been sent out to the three agencies.
- 6.5.2 In November, we will be reviewing the following projects that have received funding from us:
 - 6.5.2.1 AHCL for Youth Set Aside and CES.
 - 6.5.2.2 LCOE for Youth Set Aside
 - 6.5.2.3 RCS for Xamitin Shelter
- 6.5.3 NCO ESG and LFRC DV Bonus will be reviewed for the CoC, recommending the projects to the State and HUD.

6.6 Point in Time Count – Shannon Kimbell-Auth – See presentations.

6.7 Strategic Planning – Ana Santana

- 6.7.1 We are meeting every other Thursday from 3:30 to 4:30 until the Town Hall.
- 6.7.2 The Town Hall will be on Wednesday, September 24, 2025, from 5:30 pm to 7:30 pm.
- 6.7.3 The committee came up with a name for the event, a “Save the Date” Flyer, and a draft agenda.
- 6.7.4 We are making t-shirts for CoC Staff for the Town Hall. The design will be discussed at the Executive Committee meeting later today.
- 6.7.5 Please see the August agenda packet for the Save the Date and t-shirt design.
- 6.7.6 Request from the Strategic Planning Committee for all CoC partners and members to post the flyer to gain as much community participation as possible.

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

- 6.8.1 Functional Zero and Built for Zero - Scott Abbott and Melissa Kopf
- 6.8.2 HMIS – Melissa Kopf – See Presentation

7. Working Group Updates: Per Email

7.1 Grant Selection Working Group – Doreen Gillmore

- 7.1.1 Two Request for Proposals (RFP) were released on July 7, 2025. Proposals are due August 18th. The Grant Working Group meeting this month on August 19th will be only for the scoring team, to review Interview Questions and the Good Grants scoring application. The two proposals are:

- 7.1.1.1 The Prevention and Diversion Program RFP is for \$400,000. The source of this funding is from the Homeless Housing Assistance Prevention (HHAP), year 3, \$100,000, and Housing and Homelessness Incentive Program (HHIP) \$300,000.
- 7.1.1.2 The Safe Parking Project RFP is for \$400,000. The funding source is from Encampment Resolution Funding and Emergency Housing funds. The Safe Parking Project will provide families, individuals, and those with disabilities who reside in cars or motorized campers a safe place to park.

7.2 Housing Navigators Working Group – Caitlen Murray

- 7.2.1 Heather reported that all CES clients from the top 12 on the by-name list have been housed except for 3 clients.

7.3 Lived Experience Advisory Board – Dustin Lawson

- 7.3.1 We reviewed the Encampment Resolution RFP and sent our feedback to Bruno.
- 7.3.2 We have sent Melissa our Bios to be added to the LCCoC website.
- 7.3.3 We have created our bylaws.

7.3.4 We have changed our monthly meeting to every 2nd Monday of the month at 3 pm at Hope Center.

7.3.5 Will be working with melissa to set up attendance through video.

7.4 Zoning Regulations Working Group – Angelique Cole

7.4.1 Met with Melissa. A meeting has been established for the 3rd Thursday of the month at 2:00 p.m.

7.5 Encampment Resolution Working Group – Bruno Sabatier

7.5.1 Decision to send out an RFP of \$400,000 for Safe Parking.

7.5.2 Meeting to discuss the budget for the rest of the funding.

7.5.3 TBD when the next meeting will be scheduled to go over the proposed budget.

8. Shelter Updates: Per Email

8.1 Hope Center – In June, we housed two individuals.

8.1.1 We did not house anyone in July.

8.1.2 We have three leases that will be housed in the first week of August.

8.1.3 We have had five TAY participants since June and currently have four TAY.

8.1.4 We are at capacity.

8.2 The NEST- One bed is available for one adult and one toddler. One household is housed.

8.3 Project Restoration – One men's bed is available. We need affordable housing for five residents aged 70 and over.

8.4 Scotts Valley – SLE has 10 beds available for women and children for any enrolled Tribal member.

8.5 Supporting Bright Futures - Women's house full (4 beds), Men's house full (10 beds). We have housed four this month.

8.6 Xamitin Haven – At capacity. Anyone interested in staying at the shelter can call (707-513-3095) or visit the shelter Monday through Friday between 1:00 and 3:00 p.m. to be screened. Any available beds will be filled on Monday through Friday at 3:30 pm, selecting from the people seeking a bed that day.

8.6.1 Four people exited to permanent housing since June 1, 2025.

9. Adjournment:



Lake County Continuum of Care Executive Committee Meeting

August 7, 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, Hope Center 3400 Emerson St, Clearlake, CA 95422, and 8102 Royal Fld. San Antonio, TX 78255-3318

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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1. Call to Order

1.1 Roll Call

1.2 Additions or Changes to the Agenda

9.1 Approval of May 1, 2025, and June 5, 2025, Minutes:

1.3 Conflict of Interest Statement:

2. Public Comments

2.1 Open for Public Comments – 3 Minutes Each

3. Monthly Financial Review

4. Executive Reports/Action Items

4.1 Action Items Update:

4.1.1 *May – Scott to send Bruno a copy of the Monthly Financial Review.*

4.1.2 *Ask the Mayor of Clearlake to appoint Mary Wilson to the CoC as a city representative.*

4.1.3 *Reach out to the Social Services departments for all of the Tribes to request Tribal Government Representation on the CoC Executive Committee.*

4.2 Approval of HHAP Round 6 -

4.2.1 Homelessness Action Plan

4.2.2 County of Lake and Lake County Continuum of Care Memorandum of Understanding

4.2.3 HHAP-6 Application

4.3 Contract Approval – NCO RRH, and AHCL HUB Contract

4.4 Encampment Resolution Funding RFP

4.5 Outreach Funding Discussion

4.6 Community Event t-shirt Design Discussion and Approval

5. Adjournment