



Lake County Continuum of Care  
 Monthly Meeting Minutes  
 October 6, 2022

Join Zoom Meeting

<https://us06web.zoom.us/j/87200478478?pwd=MjVXQnlvSU5lWDBZL1RkYkEeYVlRkdz09>

<b>Executive Board Position</b>	<b>Name</b>	<b>Present</b>	<b>Not Present</b>
Chair	Lorree Crandell	X	
Vice Chair	Kimberlee Gurerra	X	
Lived Experience Representative	Vacant		X
Secretary/Administrative Entity (Non-Voting)	Melissa Kopf		X
Administrative Entity	Scott Abbott	X	
Point In Time Committee Chair	Vacant	X	
Strategic Planning Committee Chair	Doreen Gilmore	X	
HMIS/CES Committee Chair	Vacant		X
Interfaith Committee Chair	Debra Fiedler	X	
Performance Evaluation Committee Chair	Caitlen Murray	X	
Grant Selection Committee	Sheryl Almon	X	
Housing Navigation Committee Chair	Vacant		X
Equity Advisory Committee Chair	Delores Farrell	X	
Board of Supervisors	Vacant		X
<b>Voting Members</b>			
Community – At – Large Member	Bonnie Blumenthal		X
Community – At – Large Member	Barbra Christwitz		X
Community – At – Large Member	Darlene Holzapple		X
Community – At – Large Member	Timothy Wright		X
Community – At – Large Member	Lily Woll		X
Community – At – Large Member	Shelia Roseneau		X
Community – At – Large Member	Janet Taylor		X
Department of Social Services Agency Vote	Lisa Faraco		X
Department of Social Services Alternate Vote	Michele Dibble	X	
Hope Center	Caressa Hearp	X	
Employment Development Department	Chris Taliaferro	X	
Lake County Behavioral Health Services	Todd Metcalf	X	
Lake County Office of Education	Ana Santana	X	
Lake County Office of Education	Holly Masterson	X	
Nation’s Finest	Trevor Thomson		X
North Coast Opportunities	Robyn Bera		X
North Coast Opportunities	Derek Fiedler		X
Scotts Valley Band of Pomp Indians	Tiffany Velez		X
Veterans Affairs	Sandra Stolfi		X
Woodland Community College	Mary Wilson	X	
Sunrise Special Services Foundation	Annie Barns	X	
<b>Additional Members and Visitors</b>			
	Axel Zijserveld	X	
	Bruno Sabatier	X	
	Carrie Manning	X	
	Diana Morey	X	
	Shannon Kimbell-Auth	X	
	Christina Lloyd	X	
	Stacy Sawdey	X	
	Alicia Rodriguez	X	
	Lynn Scuri	X	
	Veronica Solvik	X	
	Morgan Lino	X	



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Agenda Item	Action Item
<p><b>Welcome: Lorree Crandell – Chair</b></p> <p>Vision Statement: <i>The Lake County Continuum of Care is a coordinating group that aligns resources to facilitate solutions to end homelessness in our community.</i></p>	
<p><b>Motions: Lorree Crandell – Chair</b></p> <ul style="list-style-type: none"> <li>• Motion to pass the September meeting minutes <i>Motion – Bruno, So Moved –Delores - Unanimous</i></li> <li>• Motion to vote in PIT Chair – Ronnie Duncan <i>Motion – Mary So Moved – Bruno Unanimous.</i></li> <li>• Motion to vote in Housing Navigator Chair – Mary Wilson <i>Motion- Kimberlee So Moved Bruno – Unanimous</i></li> <li>• Motion to vote in BOS Position – Bruno Sabatier <i>Motion – Delores, So Moved – Kimberlee, Unanimous</i></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Add BOS Position for Executive Committee to the By-Laws</b></li> </ul>
<p><b>New Membership: Lorree Crandell – Chair</b></p> <ul style="list-style-type: none"> <li>• Kerrie Allen – <i>Not Present</i></li> <li>• Pastor Shannon Kimbell – Auth – <i>Presentation was given. Motion to vote in Pastor Shannon, Motion - Bruno, So Moved - Kimberlee</i></li> <li>• Janine Smith-Citron – <i>Not Present</i></li> </ul>	
<p><b>CoC Committee Updates:</b></p> <p>Point-in-Time Count – <i>Ronni Duncan</i></p> <ul style="list-style-type: none"> <li>• <i>Committee met yesterday</i></li> <li>• <i>Committee had a discussion on Methodology, past counts, challenges, and successes.</i></li> <li>• <i>Recommend we skip this January’s PIT count.</i></li> <li>• <i>Discussion on potential data from</i></li> </ul>	



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*Partnership. Partnership clarified that they do collect the data but it is for all year not a single night like HUD requires. Some of the data is very old.*

- *Discussion on confirming if 2023 is mandatory.*
- *Todd and Bruno – We need to make sure this will not create any barriers to additional funding.*
- *Discussion on gathering data from other agencies as an alternative method.*
- ***Ronni – Motion to find out if this is mandated this year – Kimberlee – So Moved – Unanimous.***

- **Lorree to confirm with Gillian if this year is mandatory.**

**Strategic Planning - Doreen Gilmore**

- *Met last Month*
- *Meeting on 10/19*
- *For our 3-year Strategic Goals - Using Gap Analysis, Community Survey, California Homeless Coordinating and Financial Counsels Action Plan for Preventing and Ending Homelessness in Ca, Lake County and Lake County CoC Action Plan. Next 3 years Aligning goals to go with the Housing, Homeless Initiative and Prevention (HHIP), Homeless, Housing, Assistance and Prevention (HHAP), Emergency Solutions Grant (ESG), special grant opportunities for youth and domestic violence.*
- *Strategic Planning and all CoC committee meetings can be accessed on the CoC website: [Committee Meetings | Lccoc \(lakecoc.org\)](https://www.lakecoc.org/committee-meetings)*

**HMIS / Coordinated Entry – Vacant Melissa**

*Reporting Absent – Doreen reported –*

- *Gillian went through the CES Policy draft and gave the committee suggestions.*
- *Committee is going through the draft by Gillian and Teddie side by side to put the language together.*
- *Committee is holding 1.5-hour meetings to get the policy done.*
- *Only have 5 people attending.*
- *Tuesday mornings at 9 am.*
- *Hoping to have them finished by the end of the year.*
- *Question Bruno to Todd – Is there anything on CalAIM for HMIS?*



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<ul style="list-style-type: none"><li>• <i>Todd – I am not sure if there is anything I will look into it and bring that information back.</i></li></ul> <p><b>Interfaith - Debra Fiedler</b></p> <ul style="list-style-type: none"><li>• <i>Met last month,</i></li><li>• <i>Should have input back next month on some sheltering in the winter months</i></li><li>• <i>One pastor may do some hospitality on their property in Middletown – discussion around putting up some pallet houses for transitional</i></li></ul> <p><b>Grant Selection - Sheryl Almon – Absent</b></p> <ul style="list-style-type: none"><li>• <i>Delores asked about the Supplemental NOFO.</i></li><li>• <i>Scott confirmed that we do have that for the grant Selection Committee and that he has recruited a few members for that as a workaround due to Sheryl being on vacation.</i></li></ul> <p><b>Performance Review - Caitlen Murray</b></p> <ul style="list-style-type: none"><li>• <i>Created a Monitoring Workplan and Best Practices, and Performance Evaluation Timeline.</i></li><li>• <i>Documents are currently in with the Executive Team for reviewing</i></li><li>• <i>Committee meeting did not move forward in October due to attendance.</i></li><li>• <i>Encourage participation as we are struggling to make a Quorum.</i></li></ul> <p><b>Homeless Liaison – Vacant</b></p> <ul style="list-style-type: none"><li>• <i>Lorree spoke to LJ and he is unable to attend for the next several months.</i></li><li>• <i>Discussion on the difficulty for persons experiencing homelessness to access the internet.</i></li><li>• <i>Peer Support Centers have Smart Boards – Big Oak can set up a workgroup of people experiencing homelessness and have them meet.</i></li><li>• <i>Discussion on having a time limit on absenteeism and the need to formalize it with a vote.</i></li><li>• <i>Reminder that the person holding the Homeless Representative Position does not have to be currently experiencing homelessness, that person can be a success story.</i></li></ul> <p><b>Housing Navigators – Vacant</b></p>	<ul style="list-style-type: none"><li>- <b>Lorree to reach out to Gillian and ask about a formal agreement for Homeless Liaison.</b></li></ul>
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- *We continue to meet weekly – we have about 6 that attend regularly*
- *We are going back to the model we use with monthly training that is useful for the Navigators.*
- *We continue to share Pitches and Wins.*
- *A lot of our focus recently has been around the 100-Day Challenge and housing individuals. Discussing the data on how many houses and roadblocks we come up against.*
- *Lots of Discussion on the apartment complex that was purchased by the tribes and how we are excited about that purchase but are concerned for the households that are being displaced because of that.*
- *Last of concerns in the committee meeting and our lack of housing inventory.*
- *We are getting back into the discussion about Landlord Engagement and the Landlord Mailer which includes a QR Code for a survey about willingness to rent to the LGBTQ+ community and committee members reaching out to Fidelity to get an updated Landlord list.*

*Equity Committee – Delores Farrell*

- *Request for feedback from CoC General Membership and Executive Board on looking at the CoC for diversity, inclusion, and equity through a survey to get a snapshot of what the Continuum looks like right now.*
- *Clarification on just addressing the Continuum for now before we look at Policies and Procedures*
- *Discussion on Equitable Data and ideas of how to improve including training on equity.*

*Administrative Entity – Scott Abbott and Melissa Kopf*

- *We turned in our budget for the HHIP grant with Partnership Health Plan*
- *We just put in an application for the annual CoC HUD Competition Grant*
- *Discussion on looking at other neighboring counties to see how they are addressing Equity. This is a 2 part grant. We usually get the Planning Grant which is about \$7,000.00*
- *We are applying for another HUD grant*



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<p><i>that is specific to Rural Communities. HUD is awarding 10 CoC's per state. We have an RFP for that to see if there is a provider that wants to provide services. Provider Applications are due Monday and Interviews are on Wednesday.</i></p> <ul style="list-style-type: none"><li>• <i>We were just notified that HHAP round 4 is due at the end of November</i></li><li>• <i>We have the application in for HHAP Round 3 but haven't been awarded yet for that.</i></li><li>• <i>We have run into a barrier with the Emergency Housing Vouchers</i><ul style="list-style-type: none"><li>- <i>40 Vouchers were awarded to Public Housing Authority in partnership with the CoC through the Coordinated Entry System and a vulnerability assessment to rank who are the most vulnerable and most in need of the vouchers.</i></li><li>- <i>PHA and the CoC agreed to issue 10 vouchers at a time.</i></li><li>- <i>PHA has issued 10 so far.</i></li><li>- <i>PHA has stated they are not staffed enough to continue the process</i></li></ul></li><li>• <i>Questions</i><ul style="list-style-type: none"><li>- <b><i>When did those Housing Vouchers come to the PHA? We have only assessed and issued 10? Do they expire? Is there another agency that we can train for the assessment? Who is doing the work?</i></b></li><li>- <i>The Vouchers were allocated in 2021. We have a couple of years to get them out. We have only allocated 10. There are specific things that only the PHA can do including background checks, contracting with landlords, and the rental unit being acceptable per HUD standards. The CoC has taken on a lot of the process including the vulnerability assessment, the ranking, doing the Coordinated Entry, referring to PHA, we find the housing, and the PHA will do their process to approve the housing. The CoC website has all the access points for people to apply. The last count was around 170 people. Those that apply are assessed if we can get in</i></li></ul></li></ul>	<ul style="list-style-type: none"><li>- <b>Schedule a meeting to discuss PHA</b></li></ul>
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<p><i>touch with them, and they are ranked based on the assessment tool.</i></p> <ul style="list-style-type: none"> <li>- <i>Suggestion that we bring this to the Executive Board.</i></li> <li>- <i>Hope Center requests to be part of the conversation because of their involvement in the EHV process.</i></li> <li>- <i>Suggest reaching out to PHA to discuss this and show our support.</i></li> <li>- <i>Gillian is aware and stated we still must accept applications.</i></li> <li>-</li> <li>• <i>Warming Center – Discussion in the Executive committee meeting to use funds for a warming center. We can use \$300,000 of HHAP funding and can get the RFP out quickly.</i></li> <li>• <i>Suggest bringing it back to the Executive Board to discuss. The meeting will be on 10-12-2022</i></li> </ul>	
<p><b>New Business / Organizational Announcements</b></p> <ul style="list-style-type: none"> <li>• <b>HMIS/CES Chair Needed</b></li> <li>• <b>LJ’s Resignation - Lived Experience Representative Needed</b></li> <li>• <b>Elijah House – Closer – Not discussed</b></li> </ul> <p><b>Training for Executive Committee on 10/20/22</b></p> <ul style="list-style-type: none"> <li>• <b>Gillian providing training to the Executive Committee</b></li> <li>• <b>Welcome Packet, Audit Checklist, and Memorandum of Understanding – Not discussed</b></li> </ul> <p><b>Adjourn: Lorree Crandell – Chair – Executive decision to adjourn due to time and attendees leaving work at 5 pm.</b></p>	