



Thursday, June 1, 2023

Lake County Continuum of Care – GENERAL BOARD MEETING Minutes

Meeting Location

Lake County Office of Education 1152 S Main St, Lakeport, CA 95453 -
 Woodland Community College - 15880 Dam Rd Ext, Clearlake, CA 95422 – Host: Mary Wilson, Housing Navigator Committee Chair
 Hope Center -3400 Emerson St, Clearlake, CA 95422- Caressa Hearp- Live Experience Chair

Meeting Time

3:00 PM Pacific Standard Time

Zoom meeting information:

Join Zoom Meeting
<https://us06web.zoom.us/j/4190113465?pwd=cE5zMnBmSTZWS2htMk0xa01hR0psUT09>
 Meeting ID: 419 011 3465
 Passcode: LCCoC
 Phone: 669-900-6833

1. Welcome

2. CALL TO ORDER – 3:08 PM

- 2.1 Reading of Vision Statement – The Lake County Continuum of Care is a coordinating group that aligns resources to facilitate solutions to end homelessness in our community.
- 2.2 Roll Call – Quorum met.

Voting Members	Present in Person	Present on Zoom	Not Present	Voting
Adventist Health - 1 Vote				
Heather Frawley		X –Family Emergency		X
American Red Cross - 1 Vote				
Shannon Kimbell-Auth Gabriella Perez	X			X
Board of Supervisors - 1 Vote				
Bruno Sabatier Michael Green	X			X
Community at Large - 12 Votes				
Bonnie Blumenthal				
Barbara Christwitze			X	
Caitlen Murry	X			X
Darlene Holzapple			X	
Debra Feidler			X	
Delores Farrell			X	
Doreen Gilmore			X	
Janet Taylor			X	
Lily Woll Absent all of 2023			X	
Lorree Crandell			X	
Shelia Roseneau Absent all of 2023			X	
Sheryl Almon			X	
City of Lakeport				
Nicholas Walker Kevin Ingram	X			X
Department of Social Services - 1 Vote				
Lisa Faraco	X			X
Employment Development Department - 1 Vote				
Chris Taliaferro	X			X
Hope Center - 1 Vote				

Caressa Smith	X			X
Lake County Behavioral Health Services - 1 Vote				
Stephen Carter Scott Abbott	X X			X
Lake County Office of Education - 1 Vote				
Ana Santana Holly Masterson	X			X
Nation Finest - 1 Vote				
Kate Mather		X		
North Coast Opportunities - 1 Vote				
Kalia Barth			X	
Project Restoration - 1 Vote				
Ronni Duncan	X			X
Redwood Community Services - 1 Vote				
Kimbralee Guerra Kara-Faye Ingram	X X			X
Scott's Valley Band of Pomo Indians - 1 Vote				
Tiffany Valez Absent all of 2023			X	
Kerri Allen Absent all of 2023			X	
Sunrise Special Services Foundation - 1 Vote				
Annie Barns			X	
Veteran's Affairs - 1 Vote				
Sandra Stolfi		X		
Woodland Community College - 1 Vote				
Mary Wilson	X			X
	12	3	13	13

2.3 Agenda Approval – Bruno Sabatier Moves to approve Agenda as proposed. Seconded by Ronni Duncan - Agenda Passes unanimously.

2.4 Motion to Approve of Minutes of the regular meeting held on May 4, 2023 with amendments by Ronni Duncan, Seconded by Bruno Sabatier. Passes Unanimously.

2.5 Reading of Conflict of Interest-All Lake County of Continuum of Care General Members and Executive Committee members must declare any conflict of interest they or their organization have on any voting issues. Organizations and Community at Large Members must excuse themselves on any voting issue in which their organization might have a financial interest.

3. PUBLIC COMMENTS

3.1 Open for Public Comment 3 minutes

- Frick Hall opened in Lakeport on May 11th. right next to the Veterans Museum in the Safeway Parking Lot. Any veterans can go there and receive supplies.
- Hope Center is officially under Adventist Health as of May 1.
- Voting question for Adventist Health – There is a significant presence of Adventist Health and is that affecting the Quorum Ratio? Discussion on By-Laws and voting for large agencies.
- The Housing Choice Voucher program Waitlist opened on May 15, and we accepted 100 applications. We closed the waitlist at 8:53 am. Over 350 households applied. The need is great.
- Lake Family Resource Centers Early Head Start program was closed for a few weeks. The doors opened back up on Tuesday.
- Veterans standdown on September 20th and 21st. Providers will start to get calls to participate.
- Chair Lorree Crandell has resigned and Kimbralee Guerra will be taking over the Chair Position – Add Vice Chair Position added to the next month's agenda
- Discussion on Quorum changes due to not being able to meet Quorum all year except in May. We need to do something about all the members that have not been present all of 2023 so we can make a Quorum.
- Build Career Development Program of NCO is accepting applications. We have 6 PT positions available at \$16 an hour to learn general construction. Apply at bit.ly/BUILD-apply

4. ADMINISTRATION REPORTS

4.1 HHIP Medicine Street Outreach Allocation – Partnership street outreach allocation is \$50,000 from, Partnership. We are matching Partnership and allocation \$50,000. The allocation is going to Adventist Health for Street Medicine Outreach. We must contract with Adventist ourselves. This is for Medical Street Outreach which is for people who are unsheltered and its for providing services where they live. This is one of the HHIP measures and it must be met. Mobile units that go to the same location each week will not work. It must be the mobile unit going out to where they live.

- Quorum Discussion-Reach out to members and ask if they will start attending. By-Laws state the CoC can determine if a member will keep their voting status by a vote. Suggestion to review membership as a standing item so when there is a Quorum, we can take action. Need to clean up a current

membership first. Discussion on how Agency Membership works. Today we do have a Quorum because of City of Lakeport Membership Application is not being accepted until today's meeting.

4.2 Shelter RFP – We had a subcommittee ad-hoc committee for the RFP. We met a couple of times. The RFP was released on May 16th. It is flying for 1 month. There will be a Q and A at 3 pm tomorrow (June 2).

5. ACTION ITEMS

5.1 Vote New Membership - Melissa Reese from Catholic Charities and Gabriela Perez as an alternative voter for American Red Cross is not present. Move to July Agenda.

Motion made by Pastor Shannon Kimble-Auth to vote in Josh Myer as an alternative voter for Nation's Finest, and Rachael Dillman Parsons as an alternative voter for Lake County Department of Social Services, Nick Walker for the Primary vote for the City of Lakeport with Kevin Ingram as the alternate. Second by Bruno Sabatier. Passes Unanimously

5.2 Vote Committee Chairs – Kara-Faye Ingram for Point in Time Chair. Pastor Shannon Kimble-Auth Motions to approve Kara-Faye Ingram as Point in Time Chair. Seconded by Mary Wilson. Passes unanimously.

5.3 Move Grant Selection Committee to Grant Selection Working Group under Performance Review Discussion on needed to have this done in the By-Laws not at this meeting. The decision to move forward with a motion as it is on the agenda. Motion made by Chris Taliaferro, Seconded by Caitlen Murry to move the Grant Selection Committee to a Performance Review Working Group.

5.4 Creation of By-Laws working group – Grant Selection Working Group to be a working group for Performance Review. Members of the working group will be Bruno Sabatier, Heather Frawley, Caitlen Murry, Steven Carter, Scott Abbott, Melissa Kopf, Kara-Faye Ingram, and Kimbralee Guerra. Motion made by Bruno Sabatier to create a By-Laws Working Group. Second By Caitlen Murry – Passes Unanimously.

6. COMMITTEE CHAIR COMMUNICATIONS

6.1 Committee Chair's Remarks or Updates

- Strategic Planning Chair – Ana Santana is not present but has a meeting scheduled for June 8th at 3:00 pm.
- Performance Review Committee – Hally Masterson – Melissa is training me. We will have our first meeting in August.
- Point in Time Count – No Chair
- HMIS/CES Committee – Heather Frawley
- Equity Committee – Delores Farrell
- Housing Navigators – Mary Wilson
- Inter-Faith – Debra Fiedler

6.2 Future Agenda Items

Question – Who is on the Executive Board? Kimbralee Guerra and Chair, Vice Chair vacant as of today, Bruno Sabatier as Government Official, Caressa Smith as Homeless Liaison, Melissa Kopf as Secretary (non-voting board member), Administrative Entity (voting member at General Meeting agenda items but Non-Voting Member at Executive Committee Meeting agenda items). All committee Chairs include – Ana Santana, Holly Masterson, Delores Farrell, Heather Frawley, Debra Fiedler, and Mary Wilson.

7. ADJOURNMENT

7.1 Adjourn