



October 5, 2023

Lake County Continuum of Care General Meeting and Executive Committee Meeting Agendas

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

General Membership Meeting Time:

3:00 P.M. Pacific Standard Time

Executive Committee Meeting Time:

4:00 P.M. 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

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

1. Welcome

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

2. Call to Order 3:14

- 2.1 Roll Call**

	In Person	On Zoom	Absent	Voting
Voting Executive Committee Member				

Chair – Kimbralee Guerra	X			X
Vice Chair – Supervisor Bruno Sabatier	X			X
Lived Experience Chair – Caressa Smith			X	
HMIS/CES Chair – Heather Frawley	X			X
Interfaith Chair – Debra Feidler	X			X
Performance Review Chair – Holly Hena	X			X
Point in Time Chair – Kara – Faye Ingram	X			X
Strategic Planning Chair – Ana Santana	X			X
Government Official Chair - Vacant	X			
Secretary - Melissa Kopf Non-Voting	X			
Administrative Entity - Scott Abbott			X	
Quorum Met				
American Red Cross				
Shannon Kimbell-Auth		X		X
Gabriella Perez				
Board of Supervisors				
Supervisor Green	X			
Community at Large				
Bonnie Blumenthal	X			X
Barbara Christwitz			X	
Caitlen Murry		X		X
Darleene Holzapple			X	
Debra Feidler				
Delores Farrell			X	
Doreen Gilmore		X		X
Janet Taylor	X			X
Lily Woll			X	
Lorree Crandell			X	
Sheryl Almon			X	
Theresa Kemp	X			X
City of Lakeport				
Nicholas Walker	X			X
Kevin Ingram				
Department of Social Services				
Lisa Faraco	X			X
Rachael Parsons				

Employment Development Department				
Chris Taliaferro			X	
Hope Center				
Caressa Smith	X			X
Lake County Behavioral Health Services				
Scott Abbott				
Nation Finest				
Kate Mather	X			X
North Coast Opportunities				
Justin Gaddy	X			X
Diana Morey				
Project Restoration				
Ronni Duncan		X		X
Scott's Valley Band of Pomo Indians				
Tiffany Montiel			X	
Kerri Allen			X	
Sunrise Special Services Foundation				
Annie Barns			X	
Veteran's Affairs				
Sandra Stolfi			X	
Woodland Community College				
Mary Wilson	X			X

Others in attendance -

- 2.2 Attendance Review – “Regular attendance is expected for all LCCoC members. If a member has missed 3 General Meetings in a row, the Administrative Entity will reach out via email to check on your membership status. If a member has missed 4 meetings in a row without contact, general membership may be revoked with a 2/3rds vote of members present at the General Meeting.” 2023 By-Laws

Darlene Holzapple

Lily Woll

Amended Motion to add Lorree Crandell and Sheryl Almon Motion to remove Darlene Holzapple, Lily Woll, Lorree Crandell, and Sheryl Almon by Kara-Faye Ingram

Seconded by Supervisor Bruno Sabatier

Kimbralee Guerra Yes, Supervisor Bruno Sabatier Yes, Heather Frawley Yes, Debra Fiedler Yes, Holly Hena Yes, Kara-Faye Ingram Yes, Ana Santana Yes, Nicolas Walker Yes, Shannon Kimbell-Auth Yes, Doreen Gilmore, Lisa Faraco Yes, Justin Gaddy Yes, Mary Wilson Yes,

- 2.3 Agenda Approval – Any objections Motion to approve agenda by Heather Frawley. Seconded by Ana Santana.

Discussion on the General Meeting not having to follow the Brown Act and just asking for who votes Yes and who votes No. The decision for General Membership to NOT conduct a roll call vote.

Approval – Unanimous

Opposed – No objections

- 2.4 Approval of August 3, 2023 and September 7, 2023, Meeting Minutes Tabled until November

- 2.5 **Reading of Conflict of Interest Statement – 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.**

3. Public Comments

3.1 Open for Public Comments – 3 Minutes Each

Kim – Great job on the Town Hall YouTube link on Lakeport PD. There has been requests to have CoC present next time.

Steve Butler– Requests that people experiencing homelessness and the transportation system are present.

Theresa - Will there be any meeting in Clearlake? I have a hard time getting to the meetings.

Jordan – All the residents watched to town hall. Some of the residents said they appreciated the Town Hall and felt seen and heard.

Theresa – I believe it is more appropriate for the unsheltered to be present.

Michael – Know we were not purposefully excluding anyone. The purpose of the Town Hall was due to merchants' outcries. Not a one-and-done. We have a lot more to do. Please accept the limitations of the event.

4. General Meeting

4.1 Action Items

- Voting Membership Changes Jamie Aldana – Not Present Tabled to November and Elise Jones Presentation Motion to Approve Bruno Elise Jones Seconded by Ana Santa
- Voting Government Official Chair – Nicholas Walker Presented Supervisor Bruno Sabatier Motion's to vote in Nicolas Walker to Governmental Chair.

Kimbralee Guerra Yes, Supervisor Bruno Sabatier Yes, Heather Frawley Yes, Debra Feidler Yes, Holly Hena Yes, Kara-Faye Ingram Yes, Ana Santana Yes, Bonnie Blumenthal Yes, Janet Taylor Yes, Nicolas Walker Yes, Lisa Faraco Yes, Justin Gaddy Yes, Mary

Wilson Yes, Ronnie Duncan Yes, Doreen Gilmore Yes, Caitlen Murry Yes, Pastor Shannon Kimbell-Auth Yes, Theresa Kemp Yes.

- Add Heather Regen's membership to the November Agenda
- Committee Chair Remarks or Updates
 - HMIS/CES – Heather Frawley
 - June 2023 20081 in the HUB. September 488 in HMIS and the HUB.
 - Asking anyone experiencing Homelessness for your agency to please send them to an Access Point so they can get signed up to receive services.
 - Discussion about difficulty in reaching the participants after they have been engaged.
 - Melissa to post to the website.
 - Interfaith – Debra Feidler
 - Connected with Don Smith for AH for the lunch-in.
 - Jordan reached out for assistance at the shelter. Looking into gathering volunteers, and food.
 - Possibility for warming shelters.
 - Recruiting for this meeting.
 - Discussion about permitting warming shelters and centers.
 - Performance Review – Holly Hena
 - We are meeting on the 3rd Wed of the month at 1 pm.
 - Looking at the scoring document
 - Reviewing the Reallocation policy
 - Working on tightening up Performance Review.
 - We are still waiting on the documents that were requested from Sunrise.
 - Point in Time Count – Kara-Faye Ingram –
 - Report on all the confirmed sites
 - Forms will be sent out to volunteers for working groups and sites.
 - The flyer still needs to be worked on because we are waiting for sites to be confirmed. Need assistance with a Spanish version.
 - Count will be on January 25 from 9 am to 6 pm.
 - Equity PIT count meeting with Tribal personnel to discuss Tribal outreach.
 - Strategic Planning – Ana Santana
 - Sent out objectives for committee members to review and modify as needed with a lens of equity, diversity, and inclusion.
 - Met with Equity TA. The presentation was due today. I am meeting with them over the next 2 weeks and will be going over the presentation and Race Equity Action Plan.

4.2 Administrative Reports

- RCS won the Bid for the shelter; Melissa will send out the current draft.
- We received notice that Sunrise will not be extending its services. We are trying to figure out what we can do in the interim.
- We need to extend the amend the contract and may need a special meeting.

- Significant facility maintenance.
- Supervisor Green has pledged \$25,000 of discretionary funds for the facility.
- Sentiments from Dr. Aava.

4.3 General Meeting Agenda Discussion – What monthly updates/status do we as a Continuum want to hear/see? The decision to remove it from the agenda and send out a survey to find out what CoC members want to hear at the general meeting.

**5. Executive Committee Meeting
Roll Call**

Voting Executive Committee Member	In Person	On Zoom	Absent	Voting
Chair – Kimbralee Guerra	X			X
Vice Chair – Supervisor Bruno Sabatier	X			X
Lived Experience Chair – Caressa Smith		X		X
HMIS/CES Chair – Heather Frawley	X			X
Interfaith Chair – Debra Feidler	X			X
Performance Review Chair – Holly Hena	X			X
Point in Time Chair – Kara – Faye Ingram	X			X
Strategic Planning Chair – Ana Santana	X			X
Government Official Chair - Vacant		X		
Secretary - Melissa Kopf	X			X
Administrative Entity - Scott Abbott			X	
Quorum - Yes				

5.1 ESG Recommendation – The scoring committee established a scoring rubric based on last year's application. This year's application was different. The scoring working group quickly came up with a creative scoring rubric for the application and interview questions. Recommendation for NCO to HCD for the ESG grant. Scoring presented. Heather Frawley motions to approve the Continuum of Care to formally recommend NCO to HCD for the Emergency Solutions Grant.

Seconded by Supervisor Bruno Sabatier

Kimbralee Guerra Yes, Supervisor Bruno Sabatier Yes, Heather Frawley Yes, Debra Feidler Yes, Kara-Faye Ingram Yes, Holly Hena Yes, Ana Santana Yes, Caressa Smith Yes. Nicolas Walker is absent.

5.2 Sunrise Performance Review Update

- Melissa has several emails out to Sunrise with requests for documents. Has not been received.
- Melissa discussed the documents with Dr. Aava. Melissa will be receiving it shortly.

- Melissa will go over the information with Scott to determine what corrective actions need to take place.
- It's not a CoC grant. It's a HUD grant. The information will be given to our HUD TA.

5.3 Standing Reports

- HMIS/CES Monthly Data
 - Apricot reports are erroring, and I am not able to get the data right now.
 - Decision to have the reports in General Membership and removed from the Executive Committee agenda.
- Budget and Financial Reports
 - AE has established a separate fund. We are in the process of transferring everything over.

5.4 MOU Review

- There was an error with the transfer of the MOU from Word to PDF.
- Decision to send out to the Executive Committee for review and hold a Special Meeting to discuss the MOU.
- Discussion on the meeting will be at Lucerne Behavioral Health on Tuesday meeting.
- Melissa will send out the agenda and meeting invite by the end of today.

6. Adjournment

Motion to adjourn Heather Frawley. Seconded by Kara-Faye Ingram. Unanimous.

Annual Agenda Items Notes

August Meeting – By-Laws Review Approve/Reject