



Lake County Continuum of Care General Meeting Agenda

Date: June 6, 2024

Time: 3:00 P.M.

Meeting Location:

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

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

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.

Conflict of Interest - 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 at 3:00

Voting Executive Committee Member	In Person	On Zoom	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Doreen Gillmore	X		
Lived Experience Chair – Vacant			
HMIS/CES Chair – Heather Frawley		X	
Interfaith Chair – Vacant			
Performance Review Chair – Holly Hana	X		
Point in Time Chair – Kara-Faye Ingram	X		
Strategic Planning Chair – Ana Santana			X

Government Official Chair - Nicolas Walker	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met			
American Red Cross			
Shannon Kimbell-Auth			X
Gabriella Perez			X
Board of Supervisors			
Supervisor Michael Green			X
Community at Large			
Bonnie Blumenthal	X		
Barbara Christwitze		X	
Caitlen Murry			X
Debra Feidler	X		
Dustin Lawson		X	
Janet Taylor	X		
City of Lakeport			
Kevin Ingram			X
Department of Social Services			
Lisa Faraco	X		
Rachael Parsons			X
Lake County Behavioral Health Services			
Elise Jones			X
Lake County Community Foundation			
Annette Kamaloni			X
Nation Finest			
Kate Mather		X	
North Coast Opportunities			
Justin Gaddy			X
Diana Morey		X	
Probation			
Meredith Noyer	X		
Wendy Mondfrans			
Project Restoration			
Ronni Duncan		X	

Scott's Valley Band of Pomo Indians			
Tiffany Montiel		X	
Sunrise Special Services Foundation			
Annie Barns		X	
Nancy Hernandez			
Woodland Community College			
Mary Wilson		X	

2.2 Attendance Review: None

2.3 Additions or Changes to the Agenda: None

2.4 Approval of May 2, 2024, Minutes

- Motion to approve May 2, 2024 CoC General Meeting Minutes by Kara-Faye Ingram,
- Seconded by Mary Wilson
- Voting - Unanimous

2.5 Conflict of Interest – Chair Bruno Sabiter makes a statement about conflict of interest.

3. Public Comments:

3.1 Open for Public Comments – 3 Minutes Each
None

4. Action Items:

4.1 July Meeting Discussion and Action

- Discussion to skip next month's meeting.
- Request to reschedule
- Discussion to schedule an emergency meeting if needed.
- Chair Supervisor Bruno Sabiter asked if there are any objections to canceling the July CoC General Monthly Meeting.
- No contenting the skipping for the July meeting.
- Unanimous decision to cancel the July 2024 CoC General Monthly Meeting.

4.2 Voting Membership Changes (New Members/Officers)

- Dianne Thompson – CEO, of Solano Women in Medicine dba SWIM gave a presentation on why SWIM wants to be a member of the CoC.
 - o Presentation highlights include a coverage area of 5 counties with Lake County as the primary area.
 - o Services include a contract with Partnership Health Plan to help MediCal patients. The majority of our clients are on MediCal and homeless.
 - o Other services include homeless services, medically tailored meals, Personal Care, Homemaker services, respite services, and enhanced care management, including mental health services.
 - o We are in escrow for a site in Clearlake and a wellness center in Nice.
 - o Motioned to approve S.W.I.M. as an organizational member of the Lake County Continuum, of Care by Lisa Fraco.

- Seconded by Mary Wilson
- No Oppositions
- Voting - Unanimous
- Karessa Jacobson – Business Development Coordinator
Not present. Tabled to August Monthly Meeting
- Dustin Lawson – Lived Experience Chair – Presented on why he wants to be lived experience chair.
 - Dustin is a student at the Yuba College Clearlake campus, majoring in Health and Human Services as a Drug and Alcohol Counselor.
 - Motion to approve Dustin Lawson as the Lived Experienced Chair by Mary Wilson.
 - Seconded by Kara-Faey Ingram.
 - No Oppositions
 - Voting - Unanimous
- Nomination for Interfaith Committee Chair – J Murdock. Presented on why he wants to be the Interfaith Committee Chair
 - J is the Senior Chaplain of Adventist Health Clear Lake and the Hospic Chaplin. J is the Chair of the Lake County Faith Leaders committee. J moved here recently and jumped in “to find out what Lake County needs the most.”
 - Motion to approve J Murdock of the Interfaith Committee Chair by Ronni Duncan
 - Seconded by Bonnie Blumenthal
 - No Oppositions
 - Voting - Unanimous

5. Committee Updates:

- 5.1 HMIS/CES – Heather Frawley, CES, and Melissa Kopf, HMIS data.
- Melissa – I have been cleaning up some of the errors with households. I should be able to provide a full report at the next meeting. This will include up to FY 23/24.
 - The HIC and PIT were submitted. Some errors were anticipated with the HIC due to the changes with the Lakeport Shelter, and Hope Center and Restoration House projects due to CalAim.
 - Discussion on continuing training to ensure we get better quality data.
 - Heather Frawley – Cleaning up the HUB data, looking over the data, and training on the data.
 - Discussion sending referrals to the HUB due to evictions they referred to other housing partners to prevent homelessness.
 - It’s ideal to get referrals when the households start hearing from the landlords on possible evictions. This can help us get them connected to case managers and Housing Navigation teams with possible mediation with the landlords.
 - We don’t have much in the way of funding resources.
 - Ronni – Households struggling with utilities or finances to refer them to the HUB because that can prevent an eviction.

5.2 Interfaith – J Murdock

- Working on a project to get all the churches in Lake County together and what services they provide.
- Is there anything we can do when the churches are not in session can we use the building for warming and cooling shelters?
- Pastors have been expressing burnout- who else is part of the church that is ailing to help?
- Can we get community volunteers to help and donate time to help? Would they be willing to allow us to?
- Conversations with churches are – What is the liability? What is instead of using the building, what about the parking lot?
- When we asked which one would be willing to help, 25 out of 26 said no. The 1 said yes.
- My hope is that we can move forward because of where we are now.
- Discussion on the people experiencing homelessness going to church, they become a person not just a stereotype.
- We get to interact with the Pastors. The pastors have to go back and deal with the board. We are working on getting data that we can present to their boards.
- Using each church on different nights helps to remove the liability aspect.
- Redwood Forest Friends in Santa Rosa invites 5 cars to stay in the parking lot., There is a portapotty. Is working well for about a year and a half now/

5.3 Performance Review – Holly Hana

- The reallocation policy is getting approved.
- We are reviewing LCOE and Hope Center this month. We are moving forward slowly but we are moving forward.
- Doreen – Grant Working Group - We have a new computer program, Good Grants.
- In May we had a preview of Good Grants.
- Three of us will be testing the software this month.
- Once we do and it is ready we will be sending the RFP for Yuoth around the beginning of August. Shortly after we will send out the RFP for RRH.
- Question:
 - o Debra Feidler - Who's on the Grant Review? I was on it but now I'm not. I was never told I was not part of it anymore.
 - o Doreen Gilmore –It's under Performance Review – Holly Hana, Melissa Kopf, Pastor Shannon Kimbell-Auth, Mary Wilson, Scott Abbott, Carrie Manning, Barbara Christwitz, and Megan Morgan.
 - o Debra – Do all those people score grants?
 - o Doreen – No, there is a team that is selected from this group that doesn't have a conflict of interest.
 - o Heather Frawley – What is the software for? Is it going to replace our current HMIS system?
 - o Melissa Kopf – It's a grant application software. It doesn't have anything to do with Data collecting. All the information on the grant will be in the software. Agencies will be able to set up accounts and apply after we send out the RFP.
 - o Scott Abbott – We can use the software to track grants and that will help with Performance Review.

5.4 Point in Time Count – Kara-Faye Ingram

- We are continuing to hold our Monthly Meetings.
- In August we will start meeting twice a month.

- The grant for supplies has been submitted and will be discussed in the Executive Committee meeting.
 - o PIT Total – 527
 - o Households – 450
- Bruno Sabitar – In August we will get it all drilled down.
- Question:
 - o Scott Abbott – Is the report on the website yet?
 - o Melissa – Not yet.

5.5 Strategic Planning – Ana Santana is Not present

- Doreen Gilmore – We didn't meet because Ana was at a conference.

5.6 Administrative Entity Reports – Scott Abbott/Elise Jones/Christine Andrus

- HHAP 6, the governor proposed taking out HHAP round 6.
- The legislator put it back in the budget. They received a lot of contact from communities like ours stating they depend on the HHAP funding.
- Bruno Sabitar – The California State Association's priority is helping to solve homelessness. They advocated keeping HHAP continuing.
- HHAP 5 is still moving forward as an allocation. I will discuss more in the Executive Committee meeting/

6. Shelter Updates:

6.1 Hope Center – Hope Center is at capacity. In May we housed 2 people. We are currently accepting donations of towels.

6.2 The NEST –

- We are at capacity. We have 4 Native families, 1 Hispanic family, and 1 European family.
- At the end of the month, we will have a room available for a family of 2.
- That would be a parent and a child or a pregnant parent.

6.3 Project Restoration –

- We have 10 patients. 1 Bed available.
- A patient may be in next week.
- One person is moving out next week because he found housing.
- Another one moving out at the end of June because he found housing.
- AHCL has housed 42 people in the 3 programs that provide Housing Navigation through May.
- Community Supports program has housed 24 people who are not at either of the shelters. Hope Center has housed 12, Project Restoration has housed 5.
- We have a few more that will be housed next week.

6.4 Xamitin Haven –

- We have 33 people. We have 2 spots available. At intake, we had 2 people and one on the phone. I anticipate we will be at capacity when I return.
- We have 3 people housed and are working with 3 leases and they should be housed within the week.
- We have been granted extensions past 6 months.
- Discussion and decision to cancel the June Shelter Meeting due to it falling on Juneteenth.
- Donations needed and requested –
 - o We could use bowls, a kiddie pool, or an ice maker.
 - o The larger dumpster has been taken care of.
- PGE is still questionable.

- RCS Homeless and Housing Services phone number (707) 394-5377 for the phone tree.
- The direct shelter phone number is (707) 513-3095. This is the number to call for Housing Navigation and ECM Supports and to get in touch with shelter staff.

6.5 Scotts Valley –

- SLE in Lake County: We have a couple of openings. 4 single females. Or 2 females with children not over 6.
- We have 8 beds available for men.
- They don't have to be from local tribes, they need to be enrolled tribal members.
- Rehab in SR: The rehab is mostly Tribal. We do take all demographics. Patients are housed through the payee of Behavioral Health, Medical, and Privat Pay.
- Bruno Sabitar – Is the referral coming from our HUB?
- Tiffany Montel – At Scotts Valley, we are not required to use HMIS. We do have a new administrator for the past year. It's beneficial to reach out to her to get connected. We have our data collection with the members that we serve. It would be beneficial to have the extra support.
- Heather Frawley – I have been refereeing people to Scotts Valley if they meet the criteria.

Konicti Gardens will be opening on June 15th. I am hoping we can get some of our shelter participants transitioned into housing. They have received over 1,000 applications for 80 units.

7. Presentation

7.1 Homes 4 Homeless

- Natischa – We are based out of Sonoma County. The nonprofit is the [LIME Foundation](#). I've been a roofing contractor for 20 years, in the industry for 28 years, and am the CEO of my company for 320 years as of last month.
- The need presented itself after the Valley Fire in Lake County and the Tubbs Fire in Sonoma County.
- We have a program that trains At-Risk and Underserved Youth in the construction trades called the [Next Generation Traded Academy](#). This program went crazy and we ended up getting our Youth, especially 16 – 24, hired with local contractors.
- LIME Foundation is partnered with [Homes 4 the Homeless](#).
- Partnership includes building vessel housing.
- Some Features –
 - o Square footage is between 211 to 450 SQ.
 - o Sustainable and eco-friendly material
 - o Quick assembly and durable structure
 - o Afordable Housing
 - o HCD-approved and ADA-compliant
 - o Built with aircraft aluminum, can withstand category 5 weather conditions, 160 degrees to -60 degrees.
- Benefits –
 - o Immediate housing solutions.
 - o Customizable options
 - o Support for those in need.
- Discussion on NCO's BUILD Program and collaborating with NCO.
- The collaboration is encouraged because it will help L.I.M.E. keep their staff on the projects in Sonoma and Marin County.
- Discussion on how this can help Justice Involved by having housing for those being released from jails and prisons.

- Discussion on Tiny Homes discussions in Lake County and interest in funding to assist with a project like this.
- Invite extended to tour the vessel homes in Fulton CA (Santa Rosa)
- Vessels take 1 month to build and cost between 30,000.00 to 88,000.00.
- For the vocational program it would be the smallest vessel and the largest vessel.
- Discussion on how well the Vessels are received within communities. There is a team on international architects that will develop a layout on any property.

8. Adjournment: 4:29

DRAFT



Lake County Continuum of Care Executive Committee Meeting

June 6, 2024

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.

All Lake County Continuum of Care Executive Committee Voting Members are required to attend in person per the Brown Act.

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

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

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Conflict of Interest - 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. Call to Order at 4:30
 - 1.1 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 – J Murdock	X		
Performance Review Chair – Holly Hana	X		
Point in Time Chair – Kara-Faye Ingram	X		
Strategic Planning Chair – Ana Santana			X
Government Official Chair - Nicolas Walker	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met - Yes			

1.2 Additions or Changes to the Agenda

1.3 Approval of May 2, 2024, Minutes

- Motion to approve May 2 Meeting Minutes by Nicolas Walker
- Seconded by Kara-Faye Ingram
- Voting Bruno Sabiter Yes, Doreen Gilmore Yes, Dustin Lawson Yes, Heather Frawley Yes, J Murdock Yes, Heather Frawley Yes, Kara-Faye Ingram Yes, Nicolas Walker Yes.
- Motion passes.

1.4 Conflict of Interest - Chair Bruno Sabiter makes a statement about conflict of interest.

2. Public Comments

2.1 Open for Public Comments – 3 Minutes Each

2.2 None

3. Monthly Financial Review

- LCCoC Budget
- A couple of changes are displayed on the Zoom screen. The changes are adding the funding that represented Melissa’s salary for 1 year under administrative costs.
- Rapid Rehousing funding has not been allocated from HHAP rounds 3, 4, and 5.
- Recommendation to have HHIP funding to Hope Center because we have not allocated funding to Hope Center recently. They are housing many people and we already have funds going to Xamitin. Hope Center has 21 beds.
- Hope Center does take couples.
- For each one except for ES. We anticipate Round 5 going to Ximatin Haven
- Discussion on what to add to the Budget Spreadsheet including who has been allocated and a color code for what has not been received. The Executive Committee wants to know the totals of allocated funding and totals of spent.
- Prevention funds have not been allocated or spent.
- HMIS has been allocated.

- Bruno - For the County funds, is there an allocation for those numbers?
- Scott - The spreadsheet from last month shows the allocations that are being dedicated to Youth.
- Youth Demonstration Homeless Program – The biggest challenge is the Youth Action Board. Bring a checklist to see what we need to get those funds coming.
- Struggles with Harbor’s Youth Action Board. Need to add to the agenda or have a conversation.
- Request to get a checklist of what is needed so we can go after the funding.
- The Harbor Youth Advisory Board is limited on funds and we are struggling with our incentives.

4. Executive Reports/Action Items

- July Meeting Discussion and Action
- Motioned by Doreen Gillmore to cancel the July 4th meeting.
- Seconded by Holly Hana
- Voting Bruno Sabiter Yes, Doreen Gillmore Yes, Dustin Lawson Yes, Heather Frawley Yes, J Murdock Yes, Heather Frawley Yes, Kara-Faye Ingram Obstained, Nicolas Walker Yes.
- Motion passes.

4.1 Reallocation Policy

- Motioned By Doreen Gillmore to approve the Reallocation Policy.
- Seconded by Nicolas Walker
- Voting Bruno Sabiter Yes, Doreen Gillmore Yes, Dustin Lawson Yes, Heather Frawley Yes, J Murdock Yes, Heather Frawley Yes, Kara-Faye Ingram Yes, Nicolas Walker Yes.
- Motion passes.

4.2 Sutter Grant Application - \$20,000 Supplies and Materials for 2025 PIT

- Presentation by Kara-Faye Ingram
- This grant is through Sutter Health to provide a grant opportunity of up to \$200,000 a year collectively between all organizations. The funding is for any services that will improve health, equity, and safety within a community.
- The goal is to apply for this grant to provide robust hygiene kits at our 2025 PIT count, stipends for lived expertise volunteers, and meals.
- Motion to have Kara work with CoC staff to submit this grant by Doreen Gillmore
- Seconded by Nicolas Walker
- Voting Bruno Sabiter Yes, Doreen Gillmore Yes, Dustin Lawson Yes, Heather Frawley Yes, J Murdock Yes, Heather Frawley Yes, Holly Hana Yes, Kara-Faye Ingram Yes, Nicolas Walker Yes.
- Motion passes.

4.3 Addition of Land Acknowledgement to CoC Meetings Discussion – Tabled

- Discussion on the Land Acknowledgment on the January and September meetings and when we have new members.
- It can be added during Public Comment at every meeting.
- Discussion to add the decision to the By-Laws.
- Discussion on the importance of providing a Land Acknowledgment.
- Suggestion on inviting Tribal Members to the room while having this conversation.

- Suggestion to have Land Acknowledgement Map displayed over the Zoom screen, add it to the top of the agenda next to the vision statement, and have the verbal Land Acknowledgement twice a year.
- Discussion on other important months during the year, not just September.
- Request to have the Land Acknowledgement at every meeting.
- Discussion tabled this discussion to discuss with Tribal Elders and Leaders. If approved in August, the changes to the By-Laws need to be discussed at the General Meeting.

4.4 Add another staff to assist in CoC administrative duties

- This is why we are asking for more clarity on where we are.
- There was a lot of need when we opened the shelter. We are utilizing 3 other staff for the CoC. Is there another staff available for multiple years? Is the staff an assistant to Melissa and equal to Melissa?
- Scott – I don't think we can afford to pay for another staff person. I do think we can contract for additional help with HMIS.
- Request for Scott to bring 2 options.

4.5 Stipend for Lived Experience Chair

- Request Scott to bring back information on an amount we can do for a stipend for a Lived Experienced Chair Committee.
- Discussion on whether the Stiphens are accepted through the County.
- Discussion is related to the Partnering with People with Lived Experience workgroup with HUD.
- Discussion on the importance of providing a Stiphen for a Lived Experience Advisory Board and how this ties into equality.

4.6 HUB/CES MOU discussion continued

- Discussion on the benefits of using the HUB and HMIS.
- Discussion on the importance of documenting in both HMIS and the HUB.
- Discussion on adding it to RFPs and Contracts.
- Motion to approve the HUB/CES MOU by Heather Frawley
- Seconded by Kara-Fay Ingram
- Voting Bruno Sabiter Yes, Doreen Gilmore Yes, Dustin Lawson Yes, Heather Frawley Yes, J Murdock Yes, Holly Hana Yes, Kara-Faye Ingram Yes, Nicolas Walker, no present.
- Question of does the Executive Committee Meeting still has a quorum without Nicolas Walker – Yes.
- Motion Passes

4.7 Grant Working Group Recommendation - Rapid ReHousing from HHAP 3 & 4 and HHIP.

- Recommendation 1 With this RFP we are recommending the incorporation of Coordinated Entry System referrals so that those with the highest vulnerabilities and needs will be served.
- Recommendation is to put all Rapid Rehousing available funds from the Housing and Homelessness Incentive Program (HHIP) and the Homeless Housing Assistance Prevention (HHAP) rounds 3 and 4 together for a total RFP of \$547,904.17. The Executive Committee already approved the HHAP funds of \$302, 782.17 for the RFP process, and the Grant Working Group would like to add the HHIP funds of \$245, 122.00 to the RFP process for a total RFP of \$547,904.17.
- Recommendation 3 is to enlarge the scope of the Rapid Rehousing RFP from Housing assistance to creating housing. RFP applications can range from Rental Assistance to purchasing Tiny Homes.

- Motion to approve recommendations 1, 2, and 3 by Holly Hana
- Seconded by Kara-Faye Ingram
- Voting Bruno Sabiter Yes, Doreen Gilmore Yes, Dustin Lawson Yes, Heather Frawley Yes, J Murdock Yes, Heather Frawley Yes, Holly Hana Yes, Kara-Faye Ingram Yes.
- Motion Passes.

4.8 Need for a Grant Writer

- Overview of the Encampment grant through the State.
- Recommendation for encampment grant but we need a grant writer.
- Discussion to getting who we can for the Encampment grant due to the time restraints.
- Discussion on not needing an RFP for the short term for this grant.
- Request for an RFP for a Grant Writer on the August agenda.

5. Adjournment 5:49

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