



Lake County Continuum of Care General Meeting Agenda

Date: January 8, 2026

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

Virtual Meeting Information:

[Join the meeting now](#)

Meeting ID: 283 070 466 171

Passcode: TZ6rW9wg

Dial in by phone

[+1 972-581-9848,,56661269# United States, Renner](#)

[Find a local number](#)

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: 3:09

2.1 Roll Call:

Voting Executive Committee Member	In Person	On TEAMS	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Doreen Gillmore			X
Lived Experience Chair – Dustin Lawson			X
Lived Experience Youth Chair – Willow Nunez		X	

HMIS/CES Chair – Heather Frawley			X
Interfaith Chair – James Murdock	X		
Performance Review Chair – Bruno Sabatier	X		
Point in Time Chair – Shannon Kimbell-Auth			X
Strategic Planning Chair – Ana Santana	X		
Government Official Chair – Brad Rasmussen	X		
Public Housing Authority Chair – Rachael Parsons	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met			
American Red Cross			
Shannon Kimbell-Auth			X
Gabriella Perez			
Board of Supervisors			
Supervisor – Brad Rasmussen	X		
AHCL Coordinated Entry			
Heather Frawley			X
Christina Dalto			X
Community at Large			
Barbara Christwitze		X	
Julia Carrera		X	
Carl Porter	X		
George McKissick			X
Janet Taylor	X		
Tiffany Hall			X
Kara-Faye Ingram			X
Robby More			X
City of Lakeport			
Dale Stoebe			X
Department of Social Services			
Rachael Parsons	X		
Thereas Showen		X	
Hope Center			
Caressa Smith		X	

Lake County Behavioral Health Services			
Elise Jones			X
Scott Abbott	X		
Lake County Community Foundation			
Annette Kamaloni		X	
Lake County Department of Social Services			
Rachael Parsons	X		
Theresa Showen		X	
Lake County Health Services			
Leila Romero	X		
Lake County Office of Education			
Ana Santana	X		
Mendocino Community Health			
Ben Anderson	X		
Nation Finest			
Kate Mather		X	
North Coast Opportunities			
Breanna Ramirez			X
Probation			
Eva Lara			X
Wendy Mondfrans	X		
Project Restoration			
Ronni Duncan		X	
Redwood Community Services			
Ravon Wilczewski	X		
Kimbralee Guerra			X
Scott's Valley Band of Pomo Indians			
Carl Porter	X		
Supporting Bright Futures			
Angelique Cole			X
Sunrise Special Services Foundation			
Vacant			

Woodland Community College			
Mary Wilson		X	
Veterans Affairs			
Diana Gutierrez		X	
Xamitin Haven			
Zenia Leyva-Chou			X

2.2 Attendance Review: None

2.3 Additions or Changes to the Agenda: None

2.4 Approval of December 4, 2025, Minutes:

- 2.4.1 Motion to approve December 4, 2025, meeting minutes, Ana Santana
- 2.4.2 Second Ben Anderson
- 2.4.3 Voting is Unanimous

2.5 Conflict of Interest Statement: Statement provided by Chair Bruno Sabatier

3. Public Comments:

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

- 3.1.1 Introduction of Don and Paula Solomon on behalf of Hope in Humanity on behalf of Eli Andrews. We cook and distribute the food to the community and a sober living environment. We are interested in expanding. Receive funding from AHCL. We are looking for partnerships and funding opportunities.
 - 3.1.1.1 hopeinhumanityinc@gmail.com and dsolomon81851@gmail.com
 - <https://www.hopeinhumanityinc.org/>

4. Action Items:

4.1 Voting Membership Changes (New Members/Officers)

4.1.1 Chair Nomination:

- 4.1.1.1 Nomination made by Melissa Kopf for Bruno Sabiater for a second term as Chair.
- 4.1.1.2 Second by Ronni Duncan.

4.1.1.3 Voting will take place at the February CoC meeting, pending that the officer is still available.

4.1.2 Vice Chair Nominations:

- 4.1.2.1 Nomination made by Ronni Duncan for Caressa Smith for Vice Chair.
- 4.1.2.2 Second by Mary Wilson.

4.1.2.3 Voting will take place at the February CoC meeting, pending that the officer is still available.

4.1.3 Interfaith Chair Nominations:

- 4.1.3.1 Nomination made by Bruno Sabitar for James Murdock for a second term as Interfaith Committee Chair.
- 4.1.3.2 Second by Caressa Smith.

- 4.1.3.3 Voting will take place at the February CoC meeting, pending that the officer is still available.
- 4.1.4 Lived Experienced Chair Nominations:
 - 4.1.4.1 Nomination made by Caressa Smith for Robert for Lived Experienced Chair.
 - 4.1.4.2 Second by Bruno Sabiater.
 - 4.1.4.3 Voting will take place at the February CoC meeting, pending that the officer is still available.
- 4.1.5 Performance Review Nominations: None. Tabled for the February CoC Monthly Meeting.
- 4.1.6 Community at Large Membership – Robert Sexton Presentation Given
 - 4.1.6.1 Motion to approve the Community at Large Membership of Robert Sexton by Caressa Smith
 - 4.1.6.2 Second by Ana Santana
 - 4.1.6.3 Voting Unanimous
- 4.1.7 RCS TAY Organizational Member – Keith Louton – Not Present. Tabled for the February CoC Monthly Meeting.
- 4.1.8 Catholic Charities of Northwest California – Matthew Verscheure – Presentation Given
 - 4.1.8.1 Motion to approve Matthew Verscheure's Organizational Membership for Catholic Charities as the first voting member by Brad Rasmussen.
 - 4.1.8.2 Second Wendy Mondfrans
 - 4.1.8.3 Voting is Unanimous

4.2 Action Items from December 4, 2025, Monthly Meeting: None

5. Presentations:

- 5.1 HUD CoC Consolidated Competition Application Update: Presentation given on the 2 pending lawsuits.
 - 5.1.1** Based on the 12/19/2025 court date, HUD is required to comply with the 24/25 NOFO while the court case remains in effect. HUD was required to provide the courts with a report, included in this meeting's agenda packet.
 - 5.1.2** The original date the FY24/25 NOFO was expected to be republished on 1/6/2026. HUD requested a 2-day extension, with the expected republishing tomorrow, 1/9/2026. An email from HUD was received right before this meeting.
 - 5.1.3** Based on the current information, our COC can move forward with what we voted on last year for the FY24/25 NOFO. The Administrative Entity needs more information to determine the process for this NOFO.
 - 5.1.4** Email read by CoC secretary Melissa Kopf. (*see page 8 of meeting minutes for the full email.*)
 - 5.1.5** The FY24/25 NOFO final recommendation to HUD in 2024 was for Adventist Health Clear Lake for Coordinated Entry and Lake Family Resource Center RRH.
 - 5.1.6** eSNAPS is expected to open by Jan 16, 2026, with the applications due on February 9, 2026.
 - 5.1.7** Discussion on how we may need to reapply for this funding and how the email states we may not need to reapply. The Administrative Entity needs more clarification and guidance from HUD.
 - 5.1.8** Review of the funding the CoC was allocated from HUD. There is about \$83,000.00. Discussion on the importance of continuing to apply for the funding because of the growth of this funding in the future.
 - 5.1.9** Statement on how our advisement from our Homebase Technical Assistance is to vote on the same projects as last year in the Executive Committee meeting to ensure we have the vote in the minutes.
 - 5.1.10** Discussion on eLOCCS, which is where HUD deposits the funding we receive from HUD, and how we have not been able to draw from the funding.

6. Committee Updates:

6.1 HMIS/CES – Melissa Kopf

- 6.1.1 LSA reporting is underway. It's due on 1/16/2026. Description of how the LSA reporting process works.
- 6.1.2 The Family's Vulnerability assessment has been put on hold due to reporting and the NOFO.
- 6.1.3 Discussion on the cleanliness of the data.

6.2 Interfaith – J Murdock

- 6.2.1 There is a need for a reshuffle in the current committee. There has been Caressa and me. We have not had a quorum. Statement on who is on the committee and on efforts to recruit more members, specifically for a Tribal representative and one from Praises of Zion, to help change the racial dynamics of the committee.
- 6.2.2 I am continuing to work with the library. We have a firm partnership with Hospice, which provides soap. There are cards in each of the library's right now.
- 6.2.3 Having monthly lunches with the churches. That group continues to change. There are 6 churches in Lake County that have significant leadership changes.

6.3 Performance Review – Bruno Sabatier

- 6.3.1 We reviewed LFRC who is struggling to get the funding from HUD.
- 6.3.2 Adventist Health for Hope Center. Hope Center is a successful program, with 50% of exits to permanent housing involving the limited population of Unaccompanied Youth aged 18-24.
- 6.3.3 NCO has had issues with turnover and lost data. We will meet every 30 days to review the data with program staff and with the CEO quarterly. If the data doesn't improve, we will reallocate the funding.
- 6.3.4 RCS is redoing its budget by moving around line items. They have been underspending. The contract ends in June, and we are meeting to discuss how we will keep the shelter running. The data is disappointing. We serve many individuals, but outcomes need to improve.

6.4 Point in Time Count – Shannon Kimbell-Auth – Absent, Bruno Sabiater providing the report.

- 6.4.1 There are regional coordinators. We need to make sure we have adequate volunteers. We will be surveying individuals through the Counting Us App.
- 6.4.2 The date is Thursday, January 22, 2026. We have supplies to hand out.
- 6.4.3 Training for the Counting Us App will be on Monday, January 12, 2026, from 3 to 5 pm at the Hope Center and the Peer Support Centers, and on Thursday, January 15, 2026, from 1 to 3 pm at the Peer Support Centers. The virtual training option is unknown currently.
- 6.4.4 Clarification provided for the training expectations. If someone wants to conduct a survey, training is required. If a person wants to volunteer but cannot attend the training, they can still volunteer at sites on the day of the PIT. If you have taken the training in previous years, it is still required this year.

6.5 Strategic Planning – Ana Santana

- 6.5.1 Working on the By-Laws. We are using AI to assist with wordsmithing to ensure we meet the new federal guidelines.

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

- 6.6.1 Add to the bylaws a quarterly presentation from AE only for finances and data.
- 6.6.2 Contracts are in process for CCNC Safe Parking, Prevention and diversion, and NCO for Rapid ReHousing.

7. Working Group Updates:

- 7.1 Grant Selection Working Group – Doreen Gillmore Not present
- 7.2 Housing Navigators Working Group – Caressa Smith, we need a chair.
 - 7.2.1 The Housing Navigator Working Group meets to help reduce barriers and silos and share resources.
- 7.3 Lived Experience Advisory Board – Dustin Lawson
 - 7.3.1 Adjustments are taking place with the LEAB. No meeting this month. We are working to recruit new members to fill the Hope Center meeting room.
- 7.4 Zoning Regulations Working Group – Angelique Cole
 - 7.4.1 Melissa and Bruno come up with a date and start a meeting.
- 7.5 Encampment Resolution Working Group – Bruno Sabatier
 - 7.5.1 We received 1.5 million for the Encampment Regulation Funding. \$400,000 has been allocated to the Safe Parking project. We are looking into a bus for households without vehicles called the Dignity bus.
 - 7.5.2 Catholic Charities of Northwest California (CCNC) contract is in process. As soon as we get that, we need a location.
 - 7.5.3 Xamitin Haven is not the appropriate location for the Safe Parking program.
 - 7.5.4 CCNC has looked at sites. The library in Clear Lake is a possibility.
 - 7.5.5 Potential Commercial property that could be used in Clearlake.
 - 7.5.6 The sites in Lucerne have no amenities. They were grass or dirt lots. We are looking for paved lots.

8. Shelter Updates:

- 8.1 Hope Center – At capacity. Housed one person in December.
- 8.2 The NEST – At capacity. Housed one person in December.
- 8.3 Project Restoration – Has no open beds and didn't house anyone in December.
- 8.4 Scotts Valley: Not present.
 - 8.4.1 The state reached out to Probation for some information. The assumption is that the state is preparing to fund the project.
- 8.5 Supporting Bright Futures: 11 people housed in December. We have room for four women and six men.
 - 8.5.1 Requesting if they are recuperative care beds?
- 8.6 Xamitin Haven: Not present. Most likely at capacity.

9. Adjournment: 4:33 pm



Lake County Continuum of Care Executive Committee Meeting

January 8, 2026

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.

Under the Brown Act, all Lake County Continuum of Care Executive Committee Voting Members must 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

Virtual Meeting Information:

Join the meeting now

Meeting ID: 283 070 466 171

Passcode: TZ6rW9wg

Dial in by phone

[+1 972-581-9848,,56661269#](tel:+19725819848,,56661269#) United States, Renner

Find a local number

Phone conference ID: 566 612 69#

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. Call to Order: 4:35
- 1.1 Roll Call

Voting Executive Committee Member	In Person	On TEAMS	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Doreen Gillmore			X
Lived Experience Chair – Dustin Lawson			X
Lived Experience Youth Chair – Willow Nunez		X	
HMIS/CES Chair – Heather Frawley			X
Interfaith Chair – James Murdock	X		
Performance Review Chair – Bruno Sabatier	X		
Point in Time Chair – Shannon Kimbell-Auth			X
Strategic Planning Chair – Ana Santana	X		
Government Official Chair – Brad Rasmussen	X		
Public Housing Authority Chair – Rachael Parsons	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 December 15, 2025, Minutes:

- 1.3.1 Motion to approve December 15, 2025, meeting minutes by Ana Santana.
- 1.3.2 Second by Brad Rasmussen.
- 1.3.3 Voting – Bruno Sabiater. Yes. Willow Nunez. Yes. James Murdock. Yes. Ana Santana. Yes. Brad Rasmussen. Yes. Rachael Parsons. Yes.
- 1.3.4 Motion Passes

1.4 Conflict of Interest Statement: Statement given by Chair Bruno Sabiater.

2. Public Comments

2.1 Open for Public Comments – 3 Minutes Each

- 2.1.1 None

3. Monthly Financial Review

- 3.1 There have been no changes since the last meeting.

4. Executive Reports/Action Items

4.1 Action Items Update: None

4.2 FY 24/25 CoC Consolidated Competition Application discussion and possible action.

4.3 Statement given on the previous discussion from both the General Meeting and last month's December 15, 2025, Executive Committee meeting. Request any additional information that needs to be discussed at this meeting.

4.3.1 Motion to recommend to HUD for the FY25 CoC Consolidated Competition

Application of Adventist Health Clear Lake for the CoC Bonus Project renewal for Coordinated Entry as our number one ranking, Lake Family Resource Center for the RRH/TH Domestic Violence Bonus renewal project as our number two ranking for the renewal project and Lake Family Resource Center ranking for number three domestic violence renewal project for either the FY2025 CoC application or the FY24/25 application for the year FY25 by Ana Santana.

4.3.2 Second from Brad Rasmussen.

4.3.3 Voting – Bruno Sabiater. Yes. Willow Nunez. Yes. Ana Santana. Yes. Brad Rasmussen. Yes. Rachael Parsons. Yes.

4.3.4 Melissa Kopf to provide the executive committee with the FY 24 application.

5. Adjournment: 4:43 PM.



[EXTERNAL] Re: <External Message> FY24-25 NOFO Guidance

From CoCNOFO <CoCNOFO@hud.gov>

Date Fri 1/30/2026 5:30 AM

To Melissa Kopf <Melissa.Kopf@lakecountyca.gov>

Cc Scott Abbott <Scott.Abbott@lakecountyca.gov>

3 attachments (11 KB)

Outlook-Icon Desc; Outlook-A picture; Outlook-uiuv0giy;

Thank you for your questions.

Projects that were awarded 1-year of funding during the FY 2024 funding opportunity, that are not being reduced by the CoC or transitioning to a new program component through reallocation, will be selected for FY 2025 funds using their FY 2024 application submissions and are not required to submit FY 2025 project applications (I.B.2.c).

Additionally, Collaborative Applicants awarded CoC Planning grants and UFA Costs grants (if applicable) in FY 2024 are not required to submit FY 2025 Planning or UFA Costs applications and will be awarded FY 2025 CoC Planning and UFA Costs grants using their FY 2024 Application (I.B.3.i). If a CoC did not receive a planning grant in FY 2024, they must submit a new planning grant application.

The following project applications must be submitted by recipients for the FY 2025 Funding Opportunity under the FY 24 – FY25 CoC NOFO:

- CoC (including Special NOFO and DV) and YHDP renewal applications for grants expiring in Calendar year (CY) 2026 that were not awarded during the FY 2024 Funding Opportunity,
- Applications for new projects created through the reallocation of eligible renewal projects, including transition grant and expansion grant applications.

To facilitate HUD's expeditious review of projects, pursuant to the preliminary injunction entered in the U.S. District Court for the District of Rhode Island, where an application is not required under the FY 2024-2025 CoC NOFO for FY 2025, HUD is instituting the below procedures to allow those applicants to voluntarily indicate to HUD their final decision that they will not reallocate, replace, or consolidate any FY 2024 awards for FY 2025, or submit any renewal applications that were not awarded in FY 2024 under the FY 2024-2025 CoC NOFO, and that they wish to rely solely on the 2024 application for the 2025 year. This will allow HUD, to the extent practical, to begin processing these applicants before the February 9, 2026 deadline.

If your CoC does not have any new or renewal projects that meet the above requirements for submitting renewal project applications via the CoC Priority Listing, you may notify HUD of your final decision not to submit new or renewal project applications by sending an email to CoCNOFO@hud.gov. If you choose to do so, your email must include the following information:

Subject Line must state CoC Not Submitting CoC Priority Listing

The body of the email must contain the following:

- Name and number of the CoC (e.g., AA-500, Statewide Continuum of Care):
- Name and title of the person representing the Collaborative Applicant who is communicating the decision (e.g., Jon Smith, Executive Director):
- Clear and final statement that the CoC will not submit any applications or a priority listing under the FY24-FY 25 NOFO.

HUD may contact the Collaborative Applicant's Primary or Secondary contact to confirm validity of the received message.

If HUD receives such a message, HUD will consider, if feasible, beginning the review and processing of the application before the February 9, 2026, submission deadline, including making adjustments based on current Fair Market Rent (FMR) and by applying a Cost-of-Living Adjustment (COLA). The projects included in this process, i.e., where a new priority listing is not required, include:

- CoC renewal projects awarded in the FY 2024 CoC Program Competition;
- YHDP renewal projects awarded in the FY 2024 CoC Program Competition;
- New projects awarded funds in the FY 2024 CoC Program Competition that need first-time renewal funding for FY 2025;
- CoC planning projects awarded in the FY 2024 CoC Program Competition; and
- UFA Costs projects awarded in the FY 2024 CoC Program Competition.

The CoC NOFO Mailbox

SP2747

From: Melissa Kopf <Melissa.Kopf@lakecountyca.gov>

Sent: Wednesday, January 21, 2026 3:36 PM

To: CoCNOFO <CoCNOFO@hud.gov>

Cc: Scott Abbott <Scott.Abbott@lakecountyca.gov>

Subject: <External Message> FY24-25 NOFO Guidance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you have concerns about the content of the email, please send it to phishing@hud.gov or click the Report Phishing Button on the Outlook ribbon or Phishing option within OWA.

Hello,

Can you please provide me with information on the process for submitting renewals for this FY2024/2025 NOFO? Do we need to provide information to HUD that our projects are in fact renewing their projects? If the renewals were new projects, do we still treat them as renewals or will they be new projects for the NOFO in eSNAPS?

Thank you,



Melissa Kopf (She/Her/Hers)
Staff Service Analyst, Senior
Lake County Continuum of Care Analyst
Homeless Management Information System
Administrator
Lake County Behavioral Health Services
P.O. Box 1024
Lucerne, CA 95458
Mobile: 707-730-8191
melissa.kopf@lakecountyca.gov



“To improve the quality of life for the people of Lake County experiencing mental illness or substance abuse by offering recovery-oriented services.”

Confidentiality Notice: This e-mail transmission, and any documents, files or previous e-mail messages attached to it, may contain confidential information that is legally privileged. If you are not the intended recipient, or person responsible for delivering it to the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of any of the information contained in or attached to this message is STRICTLY PROHIBITED. Interception of e-mail is a crime under the Electronic Communications Privacy Act, 18 U.S.C. 2510-2521 and 2107-2709. If you have received this transmission in error, please immediately notify me by replying to this e-mail and permanently delete the communication from your system.



Lake County Continuum of Care

Performance Review Grant Working Group

The Grant Working Group met on January 20, 2026 and discussed three agenda topics. Those in attendance were; Scott Abbott, Doreen Gilmore, Melissa Kopf, Carrie Manning and Mary Wilson.

HUD Competition Application

The Working group reviewed the 2025 HUD Application process, which at the time of the meeting was still under review in Federal Court. The most current court recommendations were to keep the initial 2024 and 2025 two-year application in place. January 8th the Executive Committee voted to approve the awarded applicants with the original 24-25 HUD Competitive Application the opportunity to move forward with whatever HUD and Courts determine in the 2025 application process. The new filing deadline is February 19, 2026.

South Shore Shelter Request for Proposal (RFP)

The South Shore Shelter RFP was tabled till next month's meeting. Next month the Working Group will finalize the wording for the RFP, create the timeline, and scoring team will be appointed at the February 17th meeting. The amount for this RFP is \$370,000 and comes from Round 5 of the *Homeless Housing Assistance Prevention (HHAP)* state grant program.

Lake County Continuum of Care Budget Review

The Grant Working Group reviewed the budget and is waiting to hear reports on the Encampment Resolution Fund, and the County HHAP. The Working Group is also interested in feedback from Melissa and the CoC stakeholder's advocacy group (from the National Alliance to end Homelessness) CAL Cub, that will be meeting with legislators on February 5th about HHAP round 7. The CA budget did not increase funding last year, and the budget just submitted by Governor Newsom, doesn't increase HHAP funding.