



## Lake County Continuum of Care General Meeting Minutes

**Date:** October 3, 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](http://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:**

2.1 Roll Call

Voting Executive Committee Member	In Person	On Zoom	Absent	Voting
Chair – Bruno Sabatier		X		
Vice Chair – Doreen Gillmore	X			
Lived Experience Chair – Dustin Lawson		X		
HMIS/CES Chair – Heather Frawley	X			
Interfaith Chair – James 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	Y			
<b>American Red Cross</b>				
Shannon Kimbell-Auth			X	
Gabriella Perez			X	
<b>Any Positive Change</b>				
Annunziata J.P. van Voorene		X		
Linda Hatfield		X		
<b>Board of Supervisors</b>				
Supervisor Michael Green			X	
<b>AHCL Coordinated Entry</b>				
Heather Frawley	X			
Christina Dalro		X		
<b>Community at Large</b>				
Barbara Christwitz				
Caitlen Murry			X	
Janet Taylor	X			
<b>City of Lakeport</b>				
Kevin Ingram			X	
<b>Department of Social Services</b>				
Rachael Parsons	X			
Lisa Faraco			X	
<b>Hope Center</b>				
Caressa Smith		X		
<b>Lake County Behavioral Health Services</b>				
Elise Jones	X			
<b>Lake County Community Foundation</b>				
Annette Kamaloni		X		
<b>Nation Finest</b>				
Kate Mather		X		
<b>North Coast Opportunities</b>				
Justin Gaddy			X	

<b>Probation</b>				
Meredith Noyer			X	
Wendy Mondfrans			X	
<b>Project Restoration</b>				
Ronni Duncan			X	
<b>Scott's Valley Band of Pomo Indians</b>				
Tiffany Montiel			X	
<b>Supporting Bright Futures</b>				
Angelique Cole		X		
<b>Sunrise Special Services Foundation</b>				
Annie Barns			X	
Nancy Hernandez			X	
<b>Woodland Community College</b>				
Mary Wilson		X		
<b>Veterans Affairs</b>				
Diana Gutierrez		X		

2.2 Attendance Review: Discussion

2.3 Additions or Changes to the Agenda - None

2.4 Approval of September 5, 2024, Minutes –

2.5 Motion to approve Heather, Annette

2.5.1 Unanimous

2.6 Conflict of Interest - None

### 3. Public Comments:

3.1 Open for Public Comments – 3 Minutes Each

3.1.1 SWIM – Valerie Bettencourt: SWIM is Solano Women in Medicine, has been active in Lake County for just over a year. There is an office in Nice, 3534 E Hwy 20 across from Dollar General. Provides support to Partnership approved members who are in 14 different counties. Offer Partnership programs like housing deposits, ACM care, Therapists, alcohol and drug counseling, clothing, food, general assistance for helping people who are needing to navigate supportive services. Also have Save Our Seniors program to assist with grocery shopping, food, yard work, cleaning, etc. Seniors without IHSS do not need to be Partnership approved to receive assistance. Opening Clearlake Office across from Tribal Health next week to help people with applications, renewals and other resources. Phone number and email for more information left in chat. Was requested to join by Scott Abbott. Offer program for deposit assistance for rental housing for individuals and families who are approved on partnership. Takes 30-

60 days to go through process to reduce expenses, increase income, verifying affordability and help with applications for housing. Also have some temporary housing, assisting the unhoused or losing housing with maintaining housing. Still working through the process of verifying how eligibility will be determined. Working with a lot of property management companies, will be providing information in meetings to come on availability and eligibility.

- 3.1.2 Resilient Reentry – Melissa Kopf sharing flyer sent by Meredith Noyer for Resilient Reentry event being held on October 11 from 10am to 4pm at the Lake County Campus of Woodland College. Event is sponsored by Lake County Probation and Woodland Community College Lake County Campus.

#### **4. Action Items:**

##### 4.1 Voting Membership Changes (New Members/Officers)

- 4.1.1 Leila Romero – Lake County Health Services
- 4.1.2 Presentation Introduction is given.
- 4.1.3 Housing is a health issue. Disproportionate
- 4.1.4 Motion Rachael, Second Kara
- 4.1.5 Unanimous

#### **5. Committee Updates:**

##### 5.1 HMIS/CES – Heather Frawley

- 5.1.1 Busy since the fires. Event on Clearlake CES in a Hotel Room.
- 5.1.2 Encouragement to have new members join the committee

##### 5.2 Interfaith – J Murdock

- 5.2.1 Continuing the expansion in the committee. Reaching out to agencies to build the committee. Looking for groups that are not rep. Tribal, Hispanic, African American, Catholic backgrounds.
- 5.2.2 Moving forward with assistance in laundry.
- 5.2.3 Fundraiser on November 14 at Hope Center.
- 5.2.4 Compassion in the cold on Winter solstice. 12/18 4pm at Hope Center, flyers to be distributed around beginning of November.
- 5.2.5 Survey Monkey is not working to send a survey to the churches.
- 5.2.6 The goal is to find a church member, not the pastor, to participate.

##### 5.3 Performance Review – Holly Hana

- 5.3.1 POZ on 9/19.
- 5.3.2 PR Today.
- 5.3.3 Reviewing SSSF RCS on 10/17
- 5.3.4 January start using the Housing First tool
- 5.3.5 BH, WWHH, and NCO

##### 5.4 Point in Time Count – Kara-Faye Ingram

- 5.4.1 1/23/2024 date. Looking to finalize.
- 5.4.2 Tribes email to their involvement.
- 5.4.3 Kara wants to continue. Not selected for the Sutter Grant
- 5.4.4 The grant was for \$20K.
- 5.4.5 May be able to help with CoC funding for Street Outreach.
- 5.4.6

##### 5.5 Strategic Planning – Ana Santana

- 5.5.1 Gaps Analysis.
- 5.5.2 Melissa and Doreen are meeting to get it finished by the next meeting.
- 5.5.3 Special Meeting for Warming Centers. Invite the right people. If anyone has In front the right people let us know. DSS reported to the BOS.
- 5.5.4 Terry and pastor Shannon.

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

- 5.6.1 Grants for Youth set aside were funded to LCOE and AH.

- 5.6.2 It was split almost in half. 125K per agency for service to Youth.
- 5.6.3 CoC Competition Update will be given later due to the need to notify agencies.
- 5.6.4 HHAP 6 will come out this fall.
- 5.6.5 Encampment resolution has not come back yet.

## **6. Shelter Updates:**

- 6.1 Hope Center
  - 6.1.1 Absent
- 6.2 The NEST
  - 6.2.1 1 opening at the NEST for a Pregnant parent or a single parent with a child under 2
- 6.3 Project Restoration
  - 6.3.1 Absent
- 6.4 Xamitin Haven
  - 6.4.1 Full at the shelter.
  - 6.4.2 We have space for 1 night only because people talking about a night off
  - 6.4.3 Support services have been doing outreach and will be.
- 6.5 Scott's Valley - Absent
- 6.6 Melissa to get numbers and discuss with Bruno at a later time.
- 6.7 Absent

## **7. Homeless Management Information System Discussion - Bruno**

- 7.1 **Discussion on Agencies that are not entering data/information into HMIS.**
  - 7.1.1 **CoC has contracts paying folks to do the work but doesn't have contracts with every agency that is in the room today.**
  - 7.1.2 **How do we get the agencies that are available right here in this room?**
  - 7.1.3 **Discussion on how more agency participation in HMIS and CES would give Heather more work to help our clients.**
  - 7.1.4 **Carissa: One of the struggles that I have is double entry into coordinated entry and HMIS because the two projects don't communicate with each other.**
  - 7.1.5 **Bruno: Discussion on identifying appropriate training.**
  - 7.1.6 **Carissa: I have a lot of say about this subject, the other thing is as much work as HMIS is there are only a select few people at each agency that have access to it so it's not like every case manager there can utilize HMIS so it's limited.**
  - 7.1.7 **Bruno: OK I think that there is an answer to that I believe that we were looking at switching it over to have unlimited licenses Heather is that correct?**
  - 7.1.8 **Heather: HMIS is the homeless management information system, Melissa is the person in charge of that system. CES which is a coordinated entry of all the details of the case management because it's case management software. The systems don't talk to each other. Melissa was working on a grant so we could build a bridge between the two systems and lessen the need. Christina is our new HUB person and she kind of specializes in this area she's been pitching a lot of ideas to make it easier for the two systems to flow.**
  - 7.1.9 **HMIS from a user standpoint is a very difficult piece of software it's clunky if you don't know exactly when to save, and you'll miss screens as where CCS is a very easy piece of software to use, so there are two different systems.**
- 7.2 **Bruno: Melissa, did you want to respond on where the status is with that grant?**

- 7.3 **Melissa:** We have the approval for that grant from HUD, it was HUD's planning grant from last year. HUD is a little behind in sending out the funding for those grants. LFRC ended up getting the DV bonus and they are still waiting for it.
- 7.4 **HUD** is working on the reallocations first and we didn't have any reallocations. We are all still waiting for that funding to come in, it should be at any time now. Once we do we have already been in communications with Apricot to build a bridge with this to make sure that we can have Apricot and Coordinated Entry speak to each other and have that information relayed back and forth.
- 7.5 **Heather:** Do you know how much the grant is for, do you know what we were awarded?
- 7.6 **Melissa:** \$50k
- 7.7 **Heather:** Ok that's nice. Christina, in using both systems, has found them rather difficult to use and has had some really good ideas about building a crosswalk so you are only entering into one system and then it automatically flows into the other system.
- 7.8 **Christina:** I am learning just the pathways of process and all that entails with both HMIS and CCS and so what I can say from just my learning experience is there's a lot to the process and both systems because they're not talking to each other make it a little bit harder for everyone to use, but with a little bit more under my belt I'll be able to kind of write up a proposal that kind of explains a little bit more about the ideas that I have which are probably similar to some of the ideas users have because we're all experiencing the same thing multiple clicks and things like that, so once I have that learning under my belt and I share those ideas with everyone and before I share ideas I probably will reach out and just kind of ask you all what you think individually if you don't mind, get your feedback and then we can work on it because everything will probably have to be in a phased approach any changes and these kinds of things are pretty big as Melissa can attest to as the administrator of such a large system. So the good news is that we'll be able to make some changes with this branch but it will take a little bit of time for me to learn and then get everyone's feedback and everyone's decision on which direction to go.
- 7.9 **Bruno:** Thank you very much. Ana Perez.
- 7.10 **Ana:** Yes, I have a question too. I was entering into HMIS they decided that they were going to transfer the license to Wendy so they did that and then I haven't done it for good about seven months right something like that so I don't know if anything has changed in the system or if there's anything different now so they're going to give me the license back so I can start again because there was a lot of Spanish speaking and they needed help with the Spanish speaking so I can help them and I'm going to go back to the HMIS. I need to talk to Melissa if there's anything different. I'm going to need some help there again so I appreciate it thank you keep me updated with the system again and see how that goes I would appreciate it if they helped me again and there.
- 7.11 **Bruno:** I appreciate the comment, Ana. Between examples of social services, behavioral health, and health services those are three pretty massive agencies that see and touch people every single day and not having access to that might limit the amount that we're able to send out the referrals so they get the services they're looking for and I'm going to go back to Heather I know we're talking about coordinated entry at this point and well both really because it has to be entered in both but didn't we talk about unlimited licenses was it for one or was it for both?
- 7.12 **Heather:** So, I believe Melissa was working with Apricot for unlimited HMIS licenses, and then once Adventist Health purchases the new contract, we'll have

a five-year contract with unlimited licenses for CCS for the coordinated entry piece.

7.13 Bruno: So it's in the works it's not quite there yet.

7.14 Melissa: The licensing for HMIS it's 50 guest licenses that we're talking about and discussing with apricot and that gives the ability to work with five forms in HMIS and those 5 forms would be specific to coordinated entry so then every agency that wanted to could be able would be in a spot to be able to refer to coordinated entry and then have the coordinated entry process work through within CCS.

7.15 Bruno: Thank you for that. Diana Guitierrez.

7.16 Diana: One of the things I have been noticing since I started my position at the VA a few months ago, I have been downloading all of the information for our veterans in Lake County, and one of the difficulties I have been noticing is not knowing who is active and who is not actively homeless, and the second piece with that is some of the information is missing so it is difficult to kind of confirm if all the self-identified veterans are veterans and then getting them connected to our services.

7.17 Bruno: I appreciate that. Carissa?

7.18 Carissa: I am sure what I am gonna say is gonna be part of a much bigger conversation, but what's been coming up for people that are receiving our services that are experiencing homelessness is really, what is the point of coordinated entry because they sit on lists without being prioritized for housing like immediate housing, you know, it can feel really daunting, like here I am sitting on another list. When we first started this process we had the emergency housing vouchers so the most vulnerable got prioritized so there was that promise of, you know, that incentive of getting, you know, housing through the EHV and now we don't have those opportunities so, what is the incentive, what do we have to offer.

7.19 Bruno: it is a good point, I know from having many conversations with Heather that the main point is, instead of saying here, call this doctor or refer to this program, we are gonna have the program call you because that is the way that the HUB works, it brings what is in the database to the programs so the programs can come to the people who need it rather than waiting for the people to come to the programs. I think that is where we are gonna see the best outcomes, rather than sitting in our office waiting for the 9 to 5 person who is organized enough in their lives to make an appointment and get to an appointment, instead we are going to come out and find you where you are and we are gonna offer you those services, and I think that is where we can make the big difference. I do want to ask a question to Ana, since you already spoke regarding behavioral health, do you have a special, like a question that when you are taking in a new person in your database that says "Are you homeless" and then "Would it be OK if we shared you information with HMIS?" how do you get that information to go to a different software package, for HIPPA purposes.

7.20 Melissa: The way that HMIS is set up, the training that is provided is that whenever a participant comes into one of the access points, there is the ability to be able to sign them up for coordinated entry and get them into HMIS. Within that process there are specific questions in HMIS that need to be answered and one of those questions is housing status and the only two circumstances that qualify for HMIS is living in a place not fit for human habitation or in an emergency shelter, that's it. Coordinated Entry is very specific to those who are experiencing true homelessness according to HUD. If a participant is at risk, then they are not able to walk through Coordinated Entry, it was OK with the EHV but not with Coordinated Entry.

- 7.21 **Scott Abbott: How do ROIs work?**
- 7.22 **Melissa: Every participant has to have an ROI signed to be able to enter into coordinated entry otherwise we cannot share their information, that ROI is between Adventist Health and the CoC, it's something that was approved quite some time ago and it very specifically states that whoever signs the ROI is agreeing to have their information put into the Coordinated Entry System and the HMIS to be able to receive housing services through everything that involves Coordinated Entry. So that also gives the ability to be able to refer to housing navigation and be able to share information with landlords and any other support services that may come up for that individual for the purpose of finding housing.**
- 7.23 **Scott: And that includes the CCS System?**
- 7.24 **Christina: Yes, but it is a manual process from HMIS and CCS and having to do the vulnerability assessment back in HMIS. So, there is a little bit of back and forth for folks that can make it a little more time consuming and somewhat confusing as well.**
- 7.25 **Heather: But another great thing about CCS is that you can scan somebody's driver's license Social Security card rental applications SSI applications and it stays with that individual so somebody loses their documents you have everything right there I thought carissa's team was working on doing that that yeah we're I'm working on getting everybody to do that through the hub.**
- 7.26 **Melissa: yeah and HMIS has the same ability to have document scan to the the participants file.**
- 7.27 **Bruno: I appreciate all the comments. Again the reason I want to have the discussion is to stress on the fact that better entry, more entry, equals better outcomes for the individuals that we meet out there I'm gonna making assumption and I am sorry if I'm wrong but I'm looking at Mary Wilson she meets many people that are experiencing homelessness on the college campus just on its own I'm not sure that there is coordinated entry that is occurring at the college and what would happen to those individuals if that was happening and there was a interaction between the college and HMIS and CSS, we would end up being able to serve those folks in a much better way than just leaning on Mary to basically do everything for those students because she's not able to get them in the system and so if you are part of an agency if you are not engaging directly with HMIS or CES how can we help you get there and obviously we're working on things to make it a whole lot easier I'm almost thinking of working with Melissa to see if we can put out a survey just to get an idea out of all the agencies that are represented at the COC because again we have a goal here and part of that goal to change these people's lives and if we're not able to work together collaboratively to provide the services they need to change their lives we're going to be here very long time and they're going to be remaining in the same place that they are for a very long time. It's not to, again, wag my finger at anybody it's to push us it's to challenge us and to try to get to doing Better Together rather than putting so much lean on specific folks that are dealing with the HMIS system a whole lot more than others are now again the more people that interact with it the more we're gonna have to deal with data verification and data clarity but that to me is a better problem to deal with than data not being entered and people being seen being touched but never being followed up on and it's all about that follow up so unless somebody else wants to put their hand up and say something I appreciate everybody pitching in and being a part of it just trying to challenge you guys and we'll reach out with the survey just to kind of get an idea of where people are with their level of interaction I do see that**



Heather put her hand up but I see Carissa still had hers up first and do you have something more to add.

- 7.28 Carissa: Yeah, just something positive I really want to acknowledge Mary Melissa and Heather. Mary does meet with a lot of students and she does affect fantastic job getting a hold of me we have a great relationship together and we are able to get people in coordinated and they're together which is really awesome a lot of our TAY at hope center that I get to quick come from Mary sorry my doctor and Heather and Melissa are just extremely available like if you're having an like an error they both, they take the time for you today they've heard someone in coordinated entry that didn't have a phone and we know that they need a folk to do the vulnerability assessment so in real time I called Heather and she was able to jump right on and meet that person where they were at do the vulnerability assessment collect more information and you know and get that person to service this faster and you know same thing with Melissa they're just available there's ours there's a ton of support you just have to engage with it.
- 7.29 Bruno: Heather will even help you when she's in Texas. Heather, is your hand up?
- 7.30 Heather: I just want to add that even if people are not in coordinated entry if they have an ROI signed we're putting them in the HUB, and so they're already working with like RCS or NCO we're assigning them in the hub to their organizations because their hub record is like their medical record it follows them from agency to agency so you can literally see their whole history on what they worked on previous so I think that's also one of the benefits is that you get the meat and potatoes of the case name and method.
- 7.31 Bruno: Thank you both, before I go to Dustin I just want to make sure that I acknowledge and agree with what Carissa just said I know Mary, she's made a huge difference in that campus and I couldn't agree with you more I think that Melissa and Heather show just how much they care every single day by being available and trying to solve so many problems on a daily basis in order for folks to get served properly. Dustin.
- 7.32 Dustin: I was just curious about the information I put into the hub it follows them if they go to agency to agency what if they end up out of the county does it still continue to follow or does it stop once they leave lake county?
- 7.33 Heather: it stops once they leave Lake County unless they go to an agency that signs up with the hub then that whole record would follow them, and we can always print all of the person's documents as long as they give us permission.
- 7.34 Bruno: OK thank you thank you all did I see a chat or something and I've already seen that and thank you very much very much everyone for the discussion and I think it's an important part of what we do so that we move forward and not just run on a treadmill trying to solve these issues that we have in front of us I do appreciate everyone's work no ones no one slacking off you're all working hard and I just want to make sure that we work efficiently so we get the best of the best coming out of the product that we create.

## 8. Adjournment:

We put a lot of



**Lake County Continuum of Care Executive Committee Meeting**

**October 3, 2024**

**3:30 p.m.**

**Minutes**

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](http://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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**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
    - 1.1 Roll Call

<b>Voting Executive Committee Member</b>	<b>In Person</b>	<b>On Zoom</b>	<b>Absent</b>	<b>Voting</b>
Chair – Bruno Sabatier		X		

Vice Chair – Doreen Gillmore	X			
Lived Experience Chair – Dustin Lawson		X		
HMIS/CES Chair – Heather Frawley	X			
Interfaith Chair – James 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	Y			

## 1.2 Additions or Changes to the Agenda

### 1.3 Approval of September 5, 2024, Minutes and September 19, 2024, Extra Meeting Minutes

### 1.4 Motion Heather

### 1.5 Seconded Nick

### 1.6 Voting Kara abstained

### 1.7 Motion passes

### 1.8 Conflict of Interest

## 2. Public Comments

### 2.1 Open for Public Comments – 3 Minutes Each

2.1.1 Bruno: Met with Nick Walker, he gave a really good idea, I failed to make that idea come to fruition entirely, but you can see that I put in a couple different memos in today's packet. What I am hoping is that in the future every item will come with a memo, the memo can be as simple as possible, but at least to provide some insight as to why we are here talking about it, what is the recommended action. This came out from our special meeting that we had where we felt we weren't quite sure what action we should be taking or what was available for us to take but is also to help board members be better prepared to understand why I have this in my packet, oh let me read the memo to give me a little brief highlight as to why. SO, I am going to work with Melissa, and I am going to try to write those memos for her so I am not asking her to do more, but if you put on your own item I am going to ask you to please write the memo for that so, why it is that it is in front of us, what the action is that you would like to see, and I can provide a bit of a template if you would like, it doesn't have to be the same but it would be nice if we had a little bit of conformity for what the memos look like so we don't have to try to figure out what we are looking at. But I just wanted to let you guys know that that is a plan

for what I would like to do so that everyone can be in a better understanding or be prepared on what it is we are doing today and why.

- 2.1.2 Kara: The Harbor on Main will be doing our thankfulness feast in November on the 21<sup>st</sup>, the week before Thanksgiving. This is a To-Go style Thanksgiving feast for the community, whether they are unhoused, Youth and families or just a community member, starts at 2 and goes either until 5 or until we run out of food. We did serve 161 meals in 90 minutes last year. We are going to have more food this year, but for places like Hope Center and the shelter and stuff like that we will have like “pre-order forms” and that way we will have those meals packaged and we will have somebody deliver them as well, there will be a flyer going out, as well, to make people aware of this because we do work with at-risk and underserved people and we want to be sure that they are aware of this opportunity since a lot of our clients will not actually have a Thanksgiving dinner the next week.

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### 3. Monthly Financial Review

- 3.1 The only funding going out, besides Melissa’s Salary, is the shelter in Lakeport. That is going steadily, but also not as quickly as they had been anticipating.
- 3.2 We will be having other expenses with YSA funding going out.
- 3.3 Ongoing CES with AHCL
- 3.4 Contract with AH for \$50k with Street Medicine for HHIP that we promised Partnership.

Bruno: It would be good to know What has been allocated for future use.

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### 4. Executive Reports/Action Items

#### 4.1 Equity Working Group Needed

- 4.1.1 What do we need to do to get the Equity Working Group started?
- 4.1.2 Do we need one with Equity added to everything in the Strategic Planning
- 4.1.3 Discussion on what is needed and how to go about it equitably

#### 4.2 Lived Expertise Stipend Numbers

- 4.2.1 We have about \$15 K to use for Stipends.
- 4.2.2 If we give a gift card is it taxed.
- 4.2.3 If it's less than 1500 we don't have to tax it. If it's more than 1500 then it has to be a 1099.
- 4.2.4 They would be responsible for reporting.
- 4.2.5 I want to make this an incentive, not a burden.
- 4.2.6 Discussion on gift cards vs Paid
- 4.2.7 Can we do a small contract with other agencies to give out gift cards?
- 4.2.8 Request for AE to bring back a budget for the Lived Experience Committee for the year.

#### 4.3 Contract Amendment with Adventist Health for CES Tabled

- 4.3.1 We will have 4 additional contracts next month

#### 4.4 LCCH CES MOU Nick Kara

- 4.4.1 Dustin obtained

#### 4.5 Approval of CoC Governing By-Laws

- 4.5.1 Motion to approve the by-laws Ana Heather Motion Passes

#### 4.6 HMIS Policy Update

- 4.6.1 Discussion on The Update, Performance Review to give the power to our to draft up a Performance improvement plan.

- 4.6.2 They would bring the plan to the Executive team to review and then give it to the contractor.
  - 4.6.3 Discussion on Data Errors. Basic errors are attention to detail.
  - 4.6.4 PR Needs Direction. Checklist needed.
  - 4.6.5
- 

## 5. Adjournment

DRAFT