



Meeting Called to Order: 3:00 PM

Attending: 349-7141[Michelle Dibble; 483-2382 (allison Panella), Kimbralee Guerra, Shannon Kimbell-Auth, Tina Scott, Chris Taliferro, Cindy Storrs, Delores Ferrell Linda Hedstrom, Patty Bruder, Phyllis Can Kowalski, Scott Abbott, Allison Panella, Annie Barnes, Annina Van Voorene, Carrie Manning, Davida, Ronni Duncan, Elisabeth Vanvranken, Holly Masterson, Jordan O'Halloran, Kendra Cramer, Kelli Page, Meredith Noyer, Morgan Hunter, Robyn Bera, Sandra Stolfi, Todd Metcalf

Welcome and Vision Statement:

Motion to approve June Minutes

- 1st: Cindy Storrs
- 2nd: Delores Ferrell

Performance Review Chair:

- Nomination for Delores Ferrell
 - 1st: Kim Guerra
 - 2nd: Cindy
 - Will vote at next meeting; effective in July we will call role for voting members (August 6 Meeting).

Coordinated Entry System Chair:

- Cindy Storrs was nominated for CES Chair
 - No objections noted
 - All in Favor
 - Welcome Cindy!

Approval to accept the Resolution to apply for the CARES Act (COVID-19 Funds)

- Scott Abbott: \$670k: the resolution indicates that we are going to use the funds as intended (Homelessness and COVID response)
 - Linda Hedstrom put together a fact sheet
 - eligible activities: typical CARES activities we have already been dealing with
 - to distribute funding the COC is going to need to follow a fair, open process to determine which projects will meet criteria to support vulnerable populations
 - applications are due July 20, 2020.
 - We will be ready to apply once the COC adopts and approves the resolution and by-laws
 - If additional funding comes in we would need to have a plan of how to spend
 - We need to show how we are going to address the needs of vulnerable population
 - We just want to apply for the money and then we ask the CoC and agencies how we want to use the funds to address individuals experiencing homelessness and experiencing COVID



- Shannon: will we need to create an actual RFP?
 - Linda: it's up to the CoC. The application states that we have to show how we are going to allow for a fair and open process.
 - Suggestion to put it on the next agenda as soon as possible and let people know that these are flexible funds with the exception of addressing homelessness or homelessness prevention around COVID
 - Then the CoC Gets to decide for who and how much; doesn't have to be a formal RFP. Just fair and open
 - Todd: I am still hearing that this is COVID 19 focused
 - Linda: yes, this is to address people at-risk. CARES Act applies
 - Todd: I have been thinking about Hope Center and we need to be talking about this and whether these funds would work for Clearlake Hope Center
 - Allison: would like to present to the CoC our progress and start a discussion about how we can directly service our neighbors experiencing homelessness
 - Agenda Item: presentation from Hope Center
 - Linda: we need to address two parts: the immediate use and then potential future use of funds. I just recently learned about juvenile hall being a replacement center
 - Delores: concerns for putting the cart before the horse. We decided to apply for this money but we haven't discussed what we are going to do. We need to look at each of these grants and see how to move forward. We don't know what the next steps are not just for this grant but for all future funding
 - Linda: it is a lot of money but it's allocated to Lake County. We don't have to have a designated program right now. We just have to say we want to money and we have a need and that we will put it out there publicly
 - Linda: if we get additional funding where do we want to designate funds? DO we want to keep it ambiguous? If we don't specify an immediate need then we might not be competitive against other counties
 - Cindy Storrs: suggestion to establish a screening committee that identifies the criteria for usage of these funds with members who are serving at-risk, needy, or individuals experiencing homelessness
- Motion made to approve the resolution:
 - 1st:Cindy Storrs
 - 2nd: Shannon Kimbell-Auth
- Chris: would like fact sheet on the website
 - **Action Item: By July 17th a committee would be identified and a press release will be submitted**
- Cindy: request to use any additional future funding for rental assistance or support affected by COVID.



- Linda: learned that COVID shelter in Lake Co is going to shut down due to lack of funding/a building. Should be specific, urgent, and immediate need.
 - The CoC dictates what we include.
 - No guarantee that extra funding would come out but they want us to ask for double what the allotment is to show the need.
 -
- Motion made to approve the resolution:
 - 1st:Cindy Storrs
 - 2nd: Shannon Kimbell-Auth
 - Motion approved to accept the resolution for the CARES act

Review and Update By Laws:

- Chris sent out By Laws:
 - Cindy: font was difficult to read, we need to be consistent about the use of CoC (different ways it was termed). Punctuation issues. Coordinated Entry System Committee is a Committee and is not a subcommittee (pg. 10-12)
 - Pg 12 C there is a note about the strategic planning committee, and I suggest for you to delete that.
 - Pg 8 Article 10-B: add coordinated entry system committee
 - Shannon: Question: Use of proxies for the purpose of voting is not allowed Pg. 7 article 9-D.
 - We do allow proxy's and they need to be a designated alternate. We need to remove D
 - Article 10: A needs to be changed to 8 and B needs to be changed to 9
- Goal is to have this finalized by next meeting and signed at next executive CoC Meeting
- Next: we need to update the governance charter.
- Cindy: do the By Laws need to be approved by the entire CoC voting body
 - Can the executive committee make the final decision?
 - Chris is unsure but he will reach out to the CoC in Sacramento and find out.
 - Can be amended by the general board then the executive board will adopted.
- Delores: Suggestions to add an amendments page in back indicating what was changed and when (record)
 - Chris will have this ready for the next executive CoC Meeting

Grant Updates:

- Scott: CESH 2019: still have not received funding. Not sure what the hold up is on that. Chris will reach out to representative and figure out why we don't have funding
- CARES: see above
- ESG: we have received one applicant (NCO);
- HHAP: did receive funding \$500k: we need to figure out what we are going to do with that
 - Plan was to create two navigation care centers on each side of the lake



- We need to move forward; we need to put a plan in motion. We know what we want to do we just don't know how
- COVID 19 Emergency Response Funding: funds have been used and went to the Shelter
 - Delores: we need evidence in writing about what we did with these funds
 - Scott: we are required to provide a report to the state
 - Shannon: Not due until the end of the month; will be submitting to state and COC.
 - Chris: Grant funding is public info
 - This funding came out quick and we were responding rather than planning for projects
- Cindy Storrs: Suggestion for a monthly finance report for grants:
 - Amount of grants (allocation)
 - What has been spent (spreadsheet)
 - Chris: should be part of the performance review committee
 - Scott: it is also on the website
 - Asking that this becomes part of the CoC- monthly finance report
 - Kim: concerns for reporting monthly since some of rely on other departments and personnel to manage these budgets and finance reports
 - Cindy clarifies that this is an overall and general report not for individual projects per se. Increased accountability
 - Linda: HUD requires standing committees to regularly report to CoC. Oversight committee is responsible to review programs' performance, including proper expenditures.
 - Delores: supports Cindy's suggestion to do a report out next month
 - Todd: suggestion to report out on the website; we should be bragging about this
 - Delores: before we brag we should definitely be prepared to answer questions about where the funding came from and went.
 - **Action Item: Performance Review Committee/Oversight will have a financial report ready by next month**
- **Agenda item: NCO will be presenting at CoC Next month**

HMIS: (Shannon)

- Moving right along; adding new projects, not every project is in the system
- Cannot move forward until the contract has been signed. Contract has not been submitted to Board of Supervisors
- Concerns from NCO that they will not have the data needed for reporting which is due at the end of the month
- Kim: wondering why RCS's projects haven't been added when others have
- Shannon: HMIS committee has not been meeting regularly because of the contracts, trainings, etc. Many activities relating to HMIS has not been coordinated by Shannon (HMIS Chair)

Strategic Planning: (Doreen Gilmore)



- Didn't meet but did receive 17 responses to the surveys. Team will submit a report with compiled responses by next meeting.
 - Majority voted for a year-round shelter

PIT: (Jordan O'Halloran)

- Good news! All PIT/HIC data was entered and submitted officially July 1st. Message back from HUD saying that everything looks good and this is the first time our county has entered this information
 - KUDOS to Jordan for all of her hard work
 - Jordan expresses much gratitude for Teddie!
 - Scott: we put in more beds
 - Cindy: Please send reports to Kim to be included to be in meeting minutes
 - Todd: has there been any guidance regarding upcoming PIT count and managing these challenges?
 - Nothing yet
 - Carrie Manning: would like to be a part of this meeting and suggests doing Zoom meetings
 - Chris: make sure these dates of meetings are sent to Morgan Hunter to be put on the website

Coordinated Entry System Committee

- Met for the first time; trying to find a system coinciding with HUD requirements
- Working out the details but we are starting to move forward

Inter-Faith Committee:

- Three Projects
 - Shower Trailer: operating full-time at the Shelter; was never intended for this constant amount of use. Its going to need to spend a week or two for maintenance (Trailer Spa). Once fixed intends to go back to community and Anna Arthur will take over coordination of location of the trailer. Shelter closing July 31
 - Room Key Project: Closed and clients moved to shelter. Looking to provide continued intervention for these clients
 - Large trailer of food coming to Lake County every Thursday. Looking to support local food pantries (produce and fresh food)
 - Shannon will be reaching out next week to see who would be able to be involved or need support
 - County released RFP for organization or entity to take on the operations of the COVID 19 shelter at the old Juvenile Hall Facility in north lakeport
 - Applications due July 17th
 - Only related to COVID 19 activities but after that we are back where we started.



- Hopeful entities will apply to lead. If no one steps in to take over the operation, then we will experience a break in service and will need to focus on an exit strategy.
- Cindy: weren't participants at the shelter also provided additional support services?
 - Shannon: The warming center was low barrier; COVID shelter through June 30th people could choose whether they wanted additional support or services, those remaining through July are being required to meet with a staff person to work on an exit strategy.
 - Linda want to be sure that the CoC or County provides emergency housing in the event we get shut down again.
- **Action Items: Scott or Todd send Kim the RFP to be sent out to the CoC Mailing list for shelter operations at the old Juvenile Hall**
 - <http://www.lakecountycalifornia.gov/Business/WithCounty/RFP.htm>

Program Coordinating Committee Updates:

- No updates

Member/Organization Announcements and Further Discussion:

- Kim Guerra; Resignation from Secretary
- Allison Panella: May have Ameri-corps vista member to take over role of secretary. **Agenda Item: request for presentation on behalf of Hope Center in next meeting-**
 - Cindy: Concerns for overstepping and showing preferential treatment before systems are in place; if plea is directly related to funds then it needs to be open to every agency and a fair and equitable manner to any other agency, person, or group.
 - Suggestion to allow ANYONE who is interested in requesting funding be allowed to present at the next meeting not just Hope Rising
 - Todd: concerns to see this drag on too long; doesn't want to violate any rules or laws, but concerns for missed opportunities.
 - Scott: Suggestion to have use selection committees to make these determinations
 - Cindy: This is the committee suggested to be formed by the 17th and presentations should be made in front of subcommittee.
- Continued discussion for processes surrounding funding and support

Motion to adjourn:

1st Shannon:

2nd Cindy