



|  |                   |          |   |
|--|-------------------|----------|---|
| Community – At – Large Member                | Darlene Holzapple |          | X |
| Community – At – Large Member                | Timothy Wright    |          | X |
| Community – At – Large Member                | Lily Woll         |          | X |
| Community – At – Large Member                | Shelia Roseneau   |          | X |
| Community – At – Large Member                | Janet Taylor      |          | X |
| Community – At – Large Member                | Doreen Gilmore    | X - Zoom |   |
| Community – At – Large Member                | Caitlen Murry     | X - Zoom |   |
| Department of Social Services Agency Vote    | Lisa Faraco       | X - Zoom |   |
| Department of Social Services Alternate Vote | Michele Dibble    |          | X |
| Employment Development Department            | Chris Taliaferro  | X        |   |
| Lake County Office of Education              | Ana Santana       | X - Zoom |   |
| Lake County Office of Education              | Holly Masterson   | X        |   |
| North Coast Opportunities                    | Robyn Bera        | X - Zoom |   |
| North Coast Opportunities                    | Kalia Barth       | X - Zoom |   |
| Scotts Valley Band of Pomp Indians           | Tiffany Velez     |          | X |
|  | Kerri Allen       |          | X |
| Sunrise Special Services Foundation          | Annie Barns       | X        |   |
| Veterans Affairs                             | Sandra Stolfi     | X - Zoom |   |
|  |                   |          |   |
|  |                   |          |   |
| <b>Additional Members and Visitors</b>       |                   |          |   |
|  | Axel Zijseveld    | X        |   |
|  | Tomala Jones      | X        |   |
|  | Jame Murdock      | X        |   |
|  | Michael Green     | X        |   |
|  | Lisa O’Cononnell  | X        |   |
|  | Kate Mather       | X        |   |
|  | Mireya Turner     | X        |   |
|  | Linda Hedstorm    | X        |   |
|  | Anitia Swanson    | X        |   |
|  | Morgan Lino       | X        |   |
|  | Veronica Solvik   | X        |   |
|  | Carrie Manning    | X        |   |
|  | Aaron York        | X        |   |
|  | 707-972-2741      | X        |   |
|  | 707-863-4146      | X        |   |
|  | Melena Kaye       | X        |   |
|  | 707-263-8382      | X        |   |

Discussion around whether there is a Quorum and if the CoC is required to be part of the Brown Act. 9 Voting Members present at in person locations. Total attendance 16 in person and Zoom. 30 total voting members. All standing committees are required to be compliant with the Brown Act. By-Laws state Quorum is 9 or more members. Brown Act states Quorum is 50% + 1 of voting members. Discussion on voting members needing to be at a location on the agenda Discussion on how to remove voting members that have been absent. States the By-Laws say if 3 consecutive meetings have been missed voting member is no longer a member. (Secretary investigated the last signed By-Laws which states to remove members there must be a vote of two-thirds by the general membership. PG 19 This document can be found on the CoC Website here: [Administrative Documents | Lccoc \(lakecoc.org\)](#) Titled 2021 signed Governance Charter/By-Laws )

Discussion to hold Special Meeting to review the By-Laws to make appropriate changes.

2.3 Agenda Approval

2.4 Approval of Minutes of the regular meeting held on March 2, 2023 Quorum and Agenda Requirements not met.

2.5 Conflict of Interest Notification

**3. CLOSED SESSION**

#### 4. PUBLIC COMMENTS

4.1 Open for Public Comment 3 minutes Lisa Faraco – Can we move the Closed Sessions moved to the end of the agenda? This way we don't have to sit through a closed session. Supervisor Bruno Sabatier and Kimbralee Guerra agree.

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#### 5. ADMINISTRATION REPORTS

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##### 5.1 Administration Report/Grant Summary Report and Current/Upcoming Available Funding

Grants Utilized CESH 2019, HHAP 1 CoC and County, HHAP 2 CoC, and ESG-CV

Breakdown of the Grants, how the funding was allocated, and what it was used for.

Funding Available – HHAP 2 County, HHAP 3 CoC, HHAP 4 CoC, and County and HHIP.

Budget for HHIP

5.2 Administration Report/Discussion CES Policies (Possible Action) CES is scheduled to launch on April 10<sup>th</sup>. The prototype was for Emergency Housing Voucher. We need Written Standards Policy as well.

5.3 Discussion on new or additional updates from Administrative Entity

5.4 Discussion on Warming Center – Report Given by Annie Barns – We are always running at capacity which is 35 a night.

Total Served - 101

Accommodations due to weather - 25

Mental Health/Substance Use Disorders - 80

Job Insecure or partner violence – 8

Elders w/Health Issues and/or hospital discharges 10

TAY – 5

Justice-Involved and LGBTQ+ - 10

Workforce development – 8

Permanent Housing – 4

Transportation with Peer Support Centers 5 days a week Sunrise 2 days a week. Social Services is at the shelter weekly. Catholic Charities is there. Volunteers from Churches and Community Members. Weekly AA and NA meetings. Once a month Dr. Dhanda comes for health. Fully staffed with 12 some have been hired within. Weekly site checks with Behavioral Health. Incident Reports are submitted within 3 days to Scott Abbott from Behavioral Health. Biweekly Zoom meetings with LCBHS, Law Enforcement, and Social; Services. Weekly staff meetings and pieces of training.

Does the CoC want to see the shelter continue? Closing it down is not beneficial for the community. We have available funds. Request a Special meeting to extend the contract. CoC needs to vote because it is the CoC's money.

Comment from Law Enforcement – In the 60 days the shelter has been open, our police encounters have significantly reduced.

Discussion on the concerns for the shelter. Discussion on extending the contract for 90 days and sending out an RFP because we have an urgency.

Support from various CoC members and stakeholders to keep the shelter open.

Special Meeting on Monday for Warming Shelter extension at 4 pm.

5.5 Discussion on partnership voting

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#### 6. CONSENT AGENDA

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#### 7. CONSENT: Items (No)

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#### 8. CONSENT: OTHER ITEMS

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#### 9. ACTION ITEMS

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##### 9.1 New member introduction, New member vote

Melissa Reese from Catholic Charities, Supervisor Michael Green, Gabriela Perez from American Red Cross, Kara Ingram from Redwood Community Services, and new applications for presentations from Aurelia Johnson for Community At Large, James Murdock for Adventist Health, and Catherine Aguirre

9.2 Committee Chair Vote – Ana Santana – Strategic Planning Chair nominee, Holly Masterson – Performance Review Chair nominee, Heather Frawley – HMIS/CES Chair

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**10. BIG PICTURE**

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**11. INFORMATIONAL ITEMS AND REPORTS**

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**12. COMMITTEE CHAIR COMMUNICATIONS**

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12.1 Committee Chair's Remarks or Updates

12.2 Future Agenda Items

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**13. ADJOURNMENT**

13.1 Adjourn



**Monday, April 10, 2023**

**Lake County Continuum of Care – SPECIAL MEETING**

**Meeting Location**

Lake County Behavioral Health Services - 6302 Thirteenth Ave Lucerne CA, 95458 – Administrative Entity  
 Hope Center -3400 Emerson St, Clearlake, CA 95422- Caressa Hearp- Live Experience Chair  
 Redwood Community Services – 154 S. Main St, Lakeport, CA 95453 – Kimbralee Guerra – Vice Chair

**Meeting Time**

4:00 PM Pacific Standard Time

Join Zoom Meeting

<https://us06web.zoom.us/j/85756027209?pwd=a2RLT2NSaXl2UjIXOUluVk1tMEc3Zz09>

**Meeting ID: 857 5602 7209**

**Passcode: 505781**

**One tap mobile**

**+16699006833**

**Welcome**

1. Call to Order

| <b>Executive Board Position</b>              | <b>Name</b>      | <b>Role Call</b> |             |
|--|------------------|------------------|-------------|
|  |                  | Present          | Not Present |
| Chair  | Lorree Crandell  |                  | X           |
| Vice Chair                                   | Kimbarlee Guerra | X                |             |
| Lived Experience Representative              | Caressa Hearp    | X                |             |
| Secretary/Administrative Entity (Non-Voting) | Melissa Kopf     | X                |             |
| Administrative Entity                        | Scott Abbott     | X                |             |
| Point In Time Committee Chair                | <i>Vacant</i>    |                  | X           |
| Strategic Planning Committee Chair           | <i>Vacant</i>    |                  | X           |
| HMIS/CES Committee Chair                     | <i>Vacant</i>    |                  | X           |
| Interfaith Committee Chair                   | Debra Fiedler    |                  | X           |
| Performance Evaluation Committee Chair       | <i>Vacant</i>    |                  | X           |
| Grant Selection Committee                    | Sheryl Almon     | X                |             |
| Housing Navigation Committee Chair           | Mary Wilson      |                  | X           |
| Equity Advisory Committee Chair              | Delores Farrell  | X                |             |
| Board of Supervisors                         | Bruno Sabatier   | X                |             |

Also in attendance:

Holly Masterson

Annie Barns

Nicholas Walker

Heather

Melena K

Michael Green

2. Approval of the Agenda Delores Motion to approve the agenda Bruno Second Kim Yes, Caressa Yes, Sheryl Yes, Bruno Yes, Delores Yes.
3. Public Comment – Delores requested a financial report. Scott passed out the updated financial report from the Emergency Warming Shelter.
4. Warming Center discussion - Question if the invoice is the most recent. Scott confirmed it is the most recent report. Supervisor Sabatier clarifies the

expenses on the report.

EWS Director Pay needs to be discussed because the director's pay is over the average salary for a shelter director.

Annie clarifies the OT for the Director and the negotiation of \$7,000.00 a month salary.

Question - Is there a policy for OT? Yes, the director has been keeping track of the OT and making sure the staff doesn't accumulate any OT.

Discussion on the contract stating the budget changes must be approved before any reimbursements. Have the budget modifications been approved before the reimbursement has been paid? Explanation of the process through the LCBHS Fiscal department

Questions on Fringe in the contract are about 13% and on the invoice in 30%. Clarification of the Fringe Benefits and how the Fringe Benefits are distributed. The Fringe should go down because the Director went from contracted to salary.

Discussion on the budget modification for the next RFP.

Discussion on keeping the RFP amount the same as the previous amount totaling 150,600 for 90 days.

Bruno Motions to move forward with a 90-day extension on the changes to the contract with a newly updated budget and a line item of a 10 % chance to budget bring it to the BOS and get an RFP out ASAP

Sheryl Second - Kim Yes Bruno Yes Caressa Yes Delores Obtains Sheryl Yes

5. Comments and Announcements
6. Adjournment