



Lake County Continuum of Care General  
 Monthly Meeting Minutes  
 February 2, 2023

Join Zoom Meeting

<https://us06web.zoom.us/j/87200478478?pwd=MjVXQnlvSU5lWDBZL1RkbEEyVlRkdz09>

[Lakecoc.org](http://Lakecoc.org)

<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	
<b>Voting Members</b>			
Adventist Health	Heather Frawley	X	
American Red Cross	Pastor Shannon Kimbell-Auth	X	
Community – At – Large Member	Bonnie Blumenthal		X
Community – At – Large Member	Barbra Christwitz		X
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
Community – At – Large Member	Caitlen Murry	X	
Department of Social Services Agency Vote	Lisa Faraco	X	
Department of Social Services Alternate Vote	Michele Dibble	X	
Employment Development Department	Chris Taliaferro		X
Lake County Behavioral Health Services	Todd Metcalf	X	
Lake County Office of Education	Ana Santana	X	
Lake County Office of Education	Holly Masterson	X	
Nation's Finest	Trevor Thomson		X
North Coast Opportunities	Robyn Bera		X
North Coast Opportunities	Kalia Barth	X	
Project Restoration	Ronni Duncan		
Scotts Valley Band of Pomp Indians	Tiffany Velez		X
Scotts Valley Band of Pomp Indians	Kerri Allen		X
Sunrise Special Services Foundation	Annie Barns	X	
Veterans Affairs	Sandra Stolfi	X	



Lake County Continuum of Care General  
 Monthly Meeting Minutes  
 February 2, 2023

<b>Additional Members and Visitors</b>			
	Axel Zijsserveld	X	
	Sage Wolf	X	
	Heather Frawley	X	
	Lisa OConnell	X	
	Lisa Morrow	X	
	Kara-Faye Ingram	X	
	Nicole Mullins	X	
	Kevin Ingram	X	
	Mireya Turner	X	
	Jea	X	
	Caedy Minoletti	X	
	Linda Headstorm	X	
	Gaby Perez	X	
	Morgan Lino	X	
	Carrie Manning	X	
	Brad Rasmussen	X	
	Angela Kester		
	Heather Regan	X	
	Lynn Scuri	X	
	Veronica Solvik	X	

<b>Lake County Continuum of Care Monthly Meeting Agenda</b>
<p><i>* In compliance with the Americans with Disabilities Act, and County Language Access Policy, those requiring accommodation and/or interpreter services for this meeting should notify Lake County Behavioral Health Services 48 hours prior to the meeting at (707)730- 8191 or email melissa.kopf@lakecountyca.gov. Requests received less than 48 hours prior to the meeting will still receive every effort to reasonably fulfill within the time provided.</i></p>
<p><b>Executive Committee Members</b></p> <p>Lorree Crandell - Community at Large - Chair * Kimbralee Guerra - Redwood Community Services - Vice Chair * Melissa Kopf - Lake County Behavioral Health Services - Secretary * Scott Abbott - Lake County Behavioral Health Services - Administrative Entity * Debra Fiedler - Community at Large - Interfaith Committee Chair * Sheryl Almon - Community at Large – Grant Selection committee Chair * Caressa Hearp - Lived Experience Representative * Mary Wilson - Housing Navigator Committee Chair * Delores Farrell - Community at Large - Equity Committee Chair * Bruno Sabatier - Lake County Board of Supervisor District 2 - Government Official Representative</p>
<p><b>To Address the Board:</b></p> <p>Members of the public may address the Board on any agenda item. Pursuant to the Brown Act (Govt. Code section 54950, et seq.) Board action or discussion cannot be taken on non-agenda matters but the board may briefly respond to statements or questions.</p> <p>Executive Committee meeting will be on February 16<sup>th</sup> 2023 At Lucerne Behavioral Health at 9:00 a.m.</p> <p>General Meeting will be on March 3<sup>rd</sup> at 3:00 pm at Behavioral Health. We will post the zoom link and</p>



Lake County Continuum of Care General  
 Monthly Meeting Minutes  
 February 2, 2023

let everyone know if the location changes.

**Lorree** - Agenda Adjusted – There were issues with the agenda and the links on the CoC website, we are not Brown Act Compliant and will use this meeting for information. Opened for voting member comment:

**Kim** – not present to comment

**Caressa** – No Comment

**Scott** – No Comment

**Debra** - No Comment

**Delores** – In reference to the By-Laws that the secretary is to take direction from the Executive Committee Chair to create an agenda and I think it should be changed to be the CoC Chair giving direction to the secretary the agenda item.

**Bruno** – If we are sticking to the Brown Act then there is no action that can be taken including any conversation by any members. However, since we have people that came to give us a presentation, I think we should listen to the presentation.

**Ronni** – I did look at the agenda prior to the meeting and it had the navigation center on the agenda. I would like to hear the presentation.

**Pastor Shannon** - I would like to hear the presentation.

**Caitlen**

**Lisa Faraco** – I didn't have any problems looking at the agenda. I would like to hear the presentation.

Michelle - I would like to hear the presentation.

**Todd** - I would like to hear the presentation.

**Ana** - I would like to hear the presentation.

**Holly** - I would like to hear the presentation.

**Kalia** - I would like to hear the presentation.

**Annie** - I would like to hear the presentation.

**Heather** - I would like to hear the presentation.

**Agenda Items**

**Roll Call** – *See Above*

*Adjustment to roll call. NCO's Voting Member is Kalia Barth, not Derek Fiedler.*

~~Approve January 5, 2023, Meeting Minutes: removed from agenda as a duplicate to agenda item 2.1~~

**Membership Changes**

**Veronica Solvik** – Announcement on Legal Services of California – We are having a Clean Slate clinic in Lakeport on March 8<sup>th</sup> for individuals to clean up their records.

- Interfaith - *Debra Fiedler Attending pastor's meetings, building relationships,, gathering information from the churches on what they are doing in the community, and gathering people who want to participate.*
- Point-in-Time Count – *Vacant Melissa Reporting – The official date was last Thursday. We had the survey open until last night for anyone who came across anyone unhoused on the night of the PIT. I will be reaching out to agencies to see if there is any surveys that still need to get into the Counting Us App. I will be going through and deduplicating data and reaching out to agencies for the sheltered count.*



Lake County Continuum of Care General  
Monthly Meeting Minutes  
February 2, 2023

- Strategic Planning - *Vacant*
- HMIS / Coordinated Entry – *Vacant – We have been working on the CES policies. The draft is on this agenda. It needs to get approved by the Executive Committee before we can bring it to this body.*
- Grant Selection - *Sheryl Almon – I have committed to staying on as chair until I can find someone to take over being the chair until April. The goal is to go back over everything we have and make sure they are equitable.*
- Performance Review - *Vacant*
- Homeless Liaison – *Caressa Hearp – Working with Angela Pester from Destination Home out of San Jose on creating a Lived Experience Advisory board. The goal is to have them present to the CoC.*
- Housing Navigators – *Mary Wilson – not present*
- Equity Committee – *Delores Farrell – We discussed the language in the By-Laws and will be continuing to go over them to make them more equitable. 3 emails were sent to the Executive Committee for equity training. We had a discussion on the acronym B.I.P.O.C. and its use in the Coordinated Entry Policy. We decided that we would be recommending to the board to not use the acronym and just the proper terminology. I received a great statement from the PIT committee on equity. I gave feedback to the HMIS/CES Committee on equity and inclusion in the CES policies.*
- Administrative Entity – *Scott Abbott and Melissa Kopf – Information on the HHAP 4 application. Will be bringing to the Executive Committee for a vote on the percentage for the application due to Gov. Newsom instructing applicants to be more aggressive with their goals. Presenting documentation on the changes to the CoC Website.*

## 5. New Business

**5.1** Brown Act – We are required to meet in person instead of remotely. Executive Committee members are required to attend in-person meetings. Executive Committee members are allowed to miss 2 in-person meetings per year. The next Executive committee meeting will be at the Lucerne Behavioral Health Services on February 16 at 9:00am. We will have someone at the next meeting from the Attorney General's office to give a presentation.

- A. Executive Committee meeting combined with General Meeting due to the requirements of public in-person meetings. we will table the vote until the next meeting.
- B. Voting Executive and General
- C. The Public Right To Access - Key thing to Know – this is the public comment part of each agenda item.
- D. Continuing State of Emergency Teleconferencing State of emergency teleconferencing is ending in February.
- E. Posting of Agenda and Materials – Melissa presented on the CoC website. The agenda will be posted in the lobby of Behavioral Health.
- F. Board Docs – Suggestion to start using because it allows us to create an agenda in “real time”. Even if we don't get every item onto the agenda, we are able to add up to 24 hours prior to the meeting.
- G. Meeting In person / Rotation Meeting Locations -
- ~~H. Public Point of Contact~~
- I. Public Request Act and Personal Emails for Board Members – **Tabled to Executive Committee Meeting**

Attachments- The ABCs of Open Government Laws Executive

**5.2** City of Lakeport Navigation Center – ~~Scott Abbott~~ City of Lakeport Presenting by Kevin Ingram. We received approval from the city of Lakeport to start exploring a navigation center in the City of Lakeport and have started the filing with the state for their permanent local housing program. We



Lake County Continuum of Care General  
Monthly Meeting Minutes  
February 2, 2023

have a allocation of funding for the City of Lakeport over the next 5 years and its been dedicated to this Navigation Center. We have a lead on a potential property. We hope to start becoming more involved with this body.

5.3 Warming Center – Annie from Sunrise, Yvonne Cox, and Nicole Mullins presenting on the Emergency Warming Shelter. The shelter is officially opening on February 14<sup>th</sup>. Because of the weather, Yvonne and Nichol have decided to do a soft opening of the shelter. Everything is turnkey from Elijah House. Our insurance, operations manual, policies and procedures, supplies, and nutritional menu are in place and ready to go. We still need internet, pickup, and drop-off transportation details, phone, and staff recruitment with training on February 9<sup>th</sup>.

5.4 CoC Board Calendar Year 2023 – 2025 Proposing to eliminate June and July we had limited attendance.

Adopt the CoC Board Calendar Year 2023 – 2025

5.5 Coordinated Entry Policy – Melissa Kopf Attachment – CES Policy

Tabled until Executive Committee Meeting.

5.6 HHAP 4 - vote for a percentage to match or not match county 20 percent. The CoC wanted to make sure there were not any consequences if we changed it. There is an incentive program. If we do not meet our goals, we will not get incentive payments. I will be taking this bake to the Board of Supervisors. We will need to decide if we want to move it up from 10 % or keep it at 10%. The 10 % is a 10% improvement from the baseline. The baseline is from the last PIT Count.

5.7 MOU / Governance Charter Annual Review / Update **Tabled to Executive Committee Meeting**

Board is seeking approval to send to the county council review and recommendation and then to bring it back to the board for final review, and vote. The Governance Charter we need to review as per the interim rule.

Announcements-

National Alliance to end Homelessness.

**March** 1-03, 2023- Oakland Marriott Innovation solutions for ending homelessness.

2023 Housing California Annual Conference March 27- 29.