



Lake County Continuum of Care Executive Committee Special Meeting
 Monthly Meeting Agenda
 January 9, 2023

Zoom Meeting Location: Join Zoom Meeting

Zoom address:

<https://us06web.zoom.us/j/84118533691?pwd=VlozVVd4L3lWVGNPVFFVMmFIMWI0UT09>

Welcome: Kim Guerra – Vice Chair

Position	Name	Role - Present	Not Present
Chair	Lorree Crandell	X	
Vice Chair	Kimberlee Guerra	X	
Lived Experience Representative	Caressa Smith	X	
Secretary	Melissa Kopf	X	
Administrative Entity	Elise Jones	X	
Administrative Entity	Scott Abbott	X	
Point In Time Committee Chair	Vacant		X
Strategic Planning Committee Chair	Doreen Gilmore	X	
HMIS/CES Committee Chair	Vacant		X
Interfaith Committee Chair	Debra Fiedler	X	
Performance Evaluation Committee Chair	Caitlen Murray		X
Grant Selection Committee	Sheryl Almon		X
Housing Navigation Committee Chair	Mary Wilson	X	
Equity Advisory Committee Chair	Delores Farrell	X	
Government Official	Bruno Sabatier	X	
Government Official	Michael Green	X	

Agenda Item	
<p><i>Lake County Warming Center RFP</i></p> <ul style="list-style-type: none"> Discussion – Scott provided background on Warming Shelter RFP and the total funding available. \$110,000.00 from CoC funding and 180,000.00 from County totaling \$300,000.00. The Grant Selection Committee voted to accept and recommend the proposal for Sunrise Special Services Foundation for 1 Warming Shelter, using \$150,000.00. The CoC Board was concerned about a conflict of interest due to Annie Barns work with Paragons and Sunrise. Paragons are the LCCoC’s grant writing agency. The LCCoC Executive Committee decided to seek guidance on the potential conflict of interest. The location on the facility would be Lake County, Juvenil Hall. 	<ul style="list-style-type: none"> <i>Executive Committee to receive something in writing to state what County Council’s response is to the CoC’s inquiry.</i>



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<ul style="list-style-type: none">• Elise – Synopsis of the county council was that because Paragons is contracted with LCBHS as the LCCoC Administrative Entity for grant writing. The application was not a competitive application to the state for HHAP funds. There was no opportunity for Paragons to have the ability to shape the application in a way that would give them a favorable outcome to be awarded the CoC funding.• Elise - As the board president of Sunrise Special Services, Annie Barns, prepared the application to provide warming shelter services. It was determined by County Counsel that because they did not participate in the draft for the RFP that resulted from HHAP funds there was no way Sunrise could shape the RFP for a favorable outcome for Sunrise. Because of that, there is no significant or notable concern of a conflict of interest between the County, Sunrise, the CoC, and Paragons.• Discussion - LCBHS is the entity that drafts the RFP so there was no advantage for Sunrise to draft the application to the state.• Discussion on vetting applicants and utilization of a checklist to vet applicants. The checklist is for vetting the contractor not a vetting of the proposal to ensure the contractor had all their financial requirements established.• Discussion on the Applicant Checklist and the vetting of the application. Bruno suggests we make a conditional motion on the vetting of the application based on the findings of the Applicant Checklist and wants to move forward with a motion today.• Doreen states we need to update the contract for the timeframe of the contract. We need to find out the time allotted for emergency warming shelters. Concerns were expressed about Sunrise and allegations of its past business practices. Suggest we add stipulations to require seeing the spending. Melissa states that LCBHS and Performance Review have HMIS data and verified their non-profit status with the secretary of state website, we requested many items from the Applicant checklist that have been provided by Sunrise as part of their application.	<ul style="list-style-type: none">• <i>Add the Application Checklist to the Executive Committee agenda</i>• <i>Perform the checklist for this application.</i> • <i>Bruno Motions to vet Sunrise per the Applicant Checklist, if vetting passes, create a contract with measurables of monthly financials, numbers served, and a weekly visit from CoC Executive Committee and Behavioral Health to ensure</i>
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	<p><i>services are being provided. Bring the contract to the CoC for approval. So moved – Caressa</i></p> <p><i>Doreen (Yes) Kim (Yes) Delores (Yes) Bruno (Yes) Caressa (Yes) Mary (Yes) Lorree (Yes) Debra (Yes)</i></p> <ul style="list-style-type: none"><i>• Add to the January agenda the creation of a subcommittee to follow through with the requirements for Sunrise’s Warming Shelter.</i><i>• Special Meeting to be held to see all the documents and contract.</i>
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Adjourn: Kim - Vice Chair

Motion to Adjourn (*Motion, Second, Ayes, Nays*)