



Lake County Continuum of Care General Meeting Minutes

Date: June 4, 2026

Time: 3:00 P.M.

Meeting Location:

Lake County Office of Education 1152 S Main St, Lakeport, CA 95453
Hope Center, 3400 Emerson St, Clearlake, CA 95422

Virtual Meeting Information:

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Meeting ID: 283 070 466 171

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Phone conference ID: 566 612 69#

Agenda Packet:

Please visit our website at 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 TEAMS	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Caressa Smith			X
Lived Experience Chair – Robert Sexton	X-HC		
Lived Experience Youth Chair – Vacant			
HMIS/CES Chair – Heather Frawley	X - HC		

Interfaith Chair – James Murdock	X-HC		
Performance Review Chair – Doreen Gilmore			X
Point in Time Chair – Shannon Kimbell-Auth	X		
Strategic Planning Chair – Ana Santana			X
Government Official Chair – Brad Rasmussen	X		
City of Clearlake Chair Governmental Chair– Mary Wilson	X-HC		
Public Housing Authority Chair – Rachael Parsons	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met			
American Red Cross			
Shannon Kimbell-Auth	X		
Gabriella Perez			X
Board of Supervisors			
Supervisor – Brad Rasmussen	X		
AHCL Coordinated Entry			
Heather Frawley	X		
Christina Dalto		X	
Community at Large			
Barbara Christwitze		X	
Julia Carrera			X
Carl Porter		X	
George McKissick			X
Janet Taylor	X		
Tiffany Hall			X
Catholic Charities of Northwest California			
Matthew Vercheure		X	
City of Lakeport			
Dale Stoebe			X
Department of Social Services			
Rachael Parsons			
Dena Eddinds-Green		X	
Hope Center			
Caressa Smith			X
Lake County Behavioral Health Services			
Elise Jones			X

Scott Abbott	X		
Lake County Community Foundation			
Annette Kamaloni			X
Lake County Health Services			
Leila Romero	X	X	
Lake County Office of Education			
Ana Santana			
Mendocino Community Health			
Ben Anderson	X		
Nation Finest			
Kate Mather			X
North Coast Opportunities			
Breanna Constancio			X
Probation			
Eva Lara	X		
Wendy Mondfrans	X		
Project Restoration			
Ronni Duncan		X	
Redwood Community Services			
Kimbralee Guerra			X
Scott's Valley Band of Pomo Indians			
Carl Porter	X		
Supporting Bright Futures			
Angelique Cole		X	
Woodland Community College			
Mary Wilson	X		
Veterans Affairs			
Diana Gutierrez		X	
Xamitin Haven			
Zenia Leyva-Chou			X

2.2 Attendance Review:

2.3 Additions or Changes to the Agenda:

2.4 Approval of April 2, 2026, and May 7, 2026, Minutes:

- 2.4.1 Motion to approve April 2, 2026, and May 7, 2026, meeting minutes by Wendy Mondfrans
- 2.4.2 Second by Brad Rasmassan
- 2.4.3 Voting is Unanimous

2.5 Conflict of Interest Statement: Statement provided by the CoC Chair Bruno Sabiatier.

3. Public Comments:

3.1 Open for Public Comments and Announcements – 3 Minutes Each:

- 3.1.1 2026 Pride Fair on June 28 from 10 to 5 pm. Registration on the flyer. We are looking for organizations to support.

4. Action Items:

4.1 Voting Membership Changes (New Members/Officers)

4.1.1 SWIM Organizational Membership – Kim Cole

4.1.1.1 Presentation given.

4.1.1.2 Motion to approve SWIM as CoC Organizational Members by Mary Wilson

4.1.1.3 Second Heather Frawley

4.1.1.4 Voting is Unanimous

4.1.2 Cal Coordinators – Not Present

4.1.3 LCBHS Membership Changes

4.1.3.1 None

4.2 Recommendation to skip the July General Meeting and reconvening in August

4.2.1 Motion to approve canceling the July CoC General Monthly Meeting by Eva Lara

4.2.2 Second by Rachel Parsons

4.2.3 Voting is Unanimous

5. Presentations:

5.1 LCCoC By-Laws Action

5.2 Statement provided by Melissa Kopf on what the Bylaws are the process for approving the Bylaws.

5.2.1 Motion to approve the Lake County Continuum of Care Bylaws by Rachael Parsons

5.2.2 Second by Wendy Mondfrans

5.2.3 Abstentions by Shannon Kimbell-Auth

5.2.4 Voting is Unanimous

5.3 Encampment Resolution Funding Potential Projects – Bruno Sabatier Facilitating

5.3.1 Background given by Bruno Sabatier on Safe Parking.

5.3.2 Discussion on the Dignity Bus.

5.3.2.1 The CoC has \$400,000 left from the ERF grant.

5.3.2.2 Question for discussion – Do you think the Dignity Bus is a good option, or should we be looking for other projects for the funding?

5.3.2.3 Questions about the Catholic Charities Safe Parking contract dates through 6/30/2028.

5.3.2.4 Statement on the bus, maintenance, and location for the bus during the day.

5.3.2.5 Discussion on having 2 sites on both sides of the lake. The bus offers another 20 beds in a warming shelter.

5.3.2.6 Discussion on how these tie into the survey from the Town Hall.

5.3.2.7 Discussion on staying aligned with the funding, people in encampments.

- 5.3.2.8 Statement provided about a need for locations between Lakeport and Clearlake.
- 5.3.2.9 Would the bus come with a supervisor? Would there be heating and air conditioning?
 - 5.3.2.9.1 Staffing would be added based on need.
 - 5.3.2.9.2 There is a way to connect to a building for heating and air conditioning.
- 5.3.2.10 Catholic Charities has stated they are not interested in adding the bus at their location.
- 5.3.2.11 Discussion on ERF round and upcoming funding. Discussion on HCD requirements.
- 5.3.2.12 Presentation given by The Source on Dignity Bus.
- 5.3.2.13 Discussion on the pros and cons of Safe Parking vs Dignity Bus.
- 5.3.2.14 Questions on parameters of the bus. Statement provided on how we are not there yet.
- 5.3.2.15 Discussion on operational perspective; it's more cost-effective to have a bus vs a shelter.
- 5.3.2.16 Concerns stated on buying and running the bus.

6. Committee Updates:

- 6.1 HMIS/CES – Heather Frawley
 - 6.1.1 HMIS – We are working on Administrative training in HMIS for the CES Operator and the BHSA Administrator.
 - 6.1.2 CES – Nothing to report
- 6.2 Interfaith – J Murdock
 - 6.2.1 Nothing to report.
- 6.3 Performance Review – Doreen Gilmore
 - 6.3.1 See insert in the Agenda Packet.
- 6.4 Point in Time Count – Shannon Kimbell-Auth
 - 6.4.1 Request for PIT Count final presentation in August for 20 minutes.
 - 6.4.2 Leftover PIT supplies are at the meeting.
 - 6.4.2.1 Some to Hope Center and some to Xamitin Haven.
 - 6.4.2.2 Citizens Caring for Clear Lake can use gift cards.
- 6.5 Strategic Planning – Ana Santana
 - 6.5.1 We finalized the Bylaws and will be posting them on the website.
 - 6.5.2 Discussion on what we can do for people who need mail to apply for benefits.
- 6.6 Administrative Entity Reports – Scott Abbott/Elise Jones/Christine Andrus/Melissa Kopf
 - 6.6.1 Emergency Transfer Plan – HUD requirements for CoC and ESG recipients.
 - 6.6.1.1 An emergency transfer plan is designed to protect tenants who face imminent harm due to VAWA-related violence or abuse.
 - 6.6.1.2 All CoC and ESG funding is required to have emergency transfer plans for survivors. The CoC has the transfer plan outlined in our CES policies. I am recommending that we require all CoC and ESG contract holders to establish an Emergency Transfer Plan that the CoC will review in all performance reviews, and all other contract holders are strongly encouraged to establish or adopt an Emergency Transfer Plan.
 - 6.6.2 eLOCCS – We are finally in.

- 6.6.2.1 Statement provided on Lake Family Resource Center working with HUD to get their eLOCCS account established.
- 6.6.2.2 Peer Support Centers Closing and Club House opening – Discussion on the centers' closing.
- 6.6.2.3 LCBHS is not going to continue with the Club House model and instead focus on housing and being a CES Access Point.
- 6.6.2.4 Mobile Crisis is still providing Street Outreach next to the Peer Support center.
- 6.6.2.5 Discussion on other agencies can help with CES.

7. Working Group Updates:

7.1 Grant Selection Working Group – Doreen Gillmore

- 7.1.1 See insert in the Agenda Packet.

7.2 Housing Navigators Working Group – Chrissy Richter

- 7.2.1 This Past month, the LCCOC Housing Navigator Working Group continues to meet monthly, sharing success stories and discussing boundaries and resources. We coordinated with Angelique Cole regarding a new SLE in Lakeport, CA (Formerly Forbes Town Inn).
- 7.2.2 Coming together once a month, sharing and collaborating.
- 7.2.3 Next month we will have apartment managers to share.
- 7.2.4 Case Conferencing, we have 39 people with 30% successfully housed.

7.3 Lived Experience Advisory Board – Robert Sexton

- 7.3.1 First, we would love to thank the CoC for the wonderful event equipment that we have received for participating in local events.
- 7.3.2 We will be participating in two events this next month at Austin Park in Clearlake, California. We will most likely hand out water and possibly popsicles to children or anyone else who would like to visit our booth.
- 7.3.3 We are actively looking for new members as we have had members move on to different and better things in their lives.
- 7.3.4 We are also in the process of looking for a new youth chair member, for whom we may have someone interested. I look forward to supporting anyone in our community who may need advocacy help or just any support I may offer as the chair of the Lived Experience Board.

7.4 Equity Working Group – Jermain Gregoire

- 7.4.1 Request to present at the August CoC meeting. Because of the PIT Count presentation, the Equity Working Group will be presented in September.
- 7.4.2 Second Wednesday of the month.
- 7.4.3 Discussion on the presentation will be on PIT data vs Lake County census data.

7.5 Encampment Resolution Working Group – Bruno Sabatier

- 7.5.1 See Presentation

7.6 HUC CoC Competition Application NOFO Planning Group- Melissa Kopf

- 7.6.1 Community Partners, CoC membership, and Senior.
- 7.6.2 System Impacted Advisory Group vs Lived Experience Advisory Board
- 7.6.3 Create an AI policy
- 7.6.4 Formal Partnerships with Law Enforcement, PHAs, VSPs, Mental Health, and Faith-Based Organizations
- 7.6.5 Review all CoC Policies for verbiage not aligned with HUD's agenda

8. Shelter Updates:

8.1 Hope Center –

8.1.1 At capacity, 2 people housed last month

8.1.2 Expansion is expected to be finalized by next year at this time.

8.2 The NEST –

8.2.1 How many beds are available – 3

8.2.2 How many were housed last month – 2

8.2.3 Any needs for the CoC - Nope

8.3 Project Restoration –

8.4 2 beds available. We are screening the 2 beds right now. We didn't house anyone last month.

8.5 Scotts Valley –

8.5.1 No updates.

8.6 Supporting Bright Futures –

8.6.1 I have some openings. Please do an intake on the website.

8.7 Xamitin Haven – At capacity. Housed 1 person in May. We need blankets, fitted sheets, and towels.

9. Farewell Scott Abbott – Enjoy your retirement

9.1 Decades of experience working in Behavioral Health. July 15, 2026.

9.2 Chrissy will be filling in for now.

10. Adjournment: 4:44 pm



Lake County Continuum of Care Executive Committee Meeting

June 4, 2026

3:30 p.m.

Agenda

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.

Per the Brown Act, all Lake County Continuum of Care Executive Committee Voting Members are required to attend in person.

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

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1.1 Roll Call

Voting Executive Committee Member	In Person	On TEAMS	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Caressa Smith			X
Lived Experience Chair – Robert Sexton	X - HC		
Lived Experience Youth Chair – Vacant			
HMIS/CES Chair – Heather Frawley	X - HC		
Interfaith Chair – James Murdock	X - HC		
Performance Review Chair – Doreen Gilmore			X
Point in Time Chair – Shannon Kimbell-Auth	X		
Strategic Planning Chair – Ana Santana	X		
Government Official Chair – Brad Rasmussen	X		
City of Clearlake Governmental Chair– Mary Wilson	X - HC		
Public Housing Authority Chair – Rachael Parsons	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met	Yes		

1.2 Additions or Changes to the Agenda

1.3 Approval of April 2, May 7, and May 13, 2026, Minutes:

- 1.3.1 Motion to approve the April 2, 2026, May 7, 2026, and May 13, 2026, meeting minutes by Brad Rasmassan.
- 1.3.2 Second by Ana Santana
- 1.3.3 Voting Bruno Sabiater. Yes. Robert Saxton. Yes. Heather Frawley. Yes. James Murdock. Yes. Shannon Kimbell-Auth. Yes. Ana Santana. Yes. Brad Rasmassan. Yes. Mary Wilson. Yes. Rachel Parsons. Yes.
- 1.3.4 Motion passes

1.4 Conflict of Interest Statement: Statement Provided by CoC Chair Bruno Sabiater.

2. Public Comments

- 2.1 Open for Public Comments – 3 Minutes Each
 - 2.2 None
-

3. Monthly Financial Review

4. Executive Reports/Action Items

4.1 Action Items Update:

- 4.1.1 Request to cancel the regular monthly July meeting for the executive committee and reconvene in August.
 - 4.1.1.1 Motion to cancel the regular July Executive Committee meeting by Brad
 - 4.1.1.2 Second by Ana Santana
 - 4.1.1.3 Voting Bruno Sabiater. Yes. Robert Saxton. Yes. Heather Frawley. Yes. James Murdock. Yes. Shannon Kimbell-Auth. Yes. Ana Santana. Yes. Brad Rasmassan. Yes. Mary Wilson. Yes. Rachel Parsons. Yes.
 - 4.1.1.4 Motion passes
- 4.1.2 Encampment Resolution Presentation discussion and possible action
 - 4.1.2.1 Greater interest than not to make the Dignity bus work. That is what we will bring back to the ERF Working Group. No action needed.
- 4.1.3 Recommendation to publish the Encampment Resolution Funding for Rapid ReHousing for \$310,000.
 - 4.1.3.1 Motion to approve the recommendation to publish the Encampment Resolution Funding Rapid ReHousing Request For Proposal by Ana Santana.
 - 4.1.3.2 Second by Heather Frawley
 - 4.1.3.3 Voting Bruno Sabiater. Yes. Robert Saxton. Yes. Heather Frawley. Yes. James Murdock. Yes. Shannon Kimbell-Auth. Yes. Ana Santana. Yes. Brad Rasmassan. Yes. Mary Wilson. Yes. Rachel Parsons. Yes.
 - 4.1.3.4 Motion passes
- 4.1.4 Recommendation to send out a press release for the HUD FY2026 Continuum of Care Consolidated Application.
 - 4.1.4.1 Discussion between the RFP and Press Release and the requirements for the CoC Executive Committee.
 - 4.1.4.2 Motion to approve the press release for the FY2026 Continuum of Care Consolidated Application by Rachael Parsons.
 - 4.1.4.3 Second by Shannon Kimbell-Auth
 - 4.1.4.4 Voting Bruno Sabiater. Yes. Robert Saxton. Yes. Heather Frawley. Yes. James Murdock. Yes. Shannon Kimbell-Auth. Yes. Ana Santana. Yes. Brad Rasmassan. Yes. Mary Wilson. Yes. Rachel Parsons. Yes.
 - 4.1.4.5 Motion passes
- 4.1.5 Request for a Special Meeting on July 14, 2026, to potentially approve the HUD FY2026 Continuum of Care Consolidated Application Recommendations for the CoC and DV Bonus applications.
 - 4.1.5.1 Discussion on a different day. Recommendation given for a Special Meeting the week of July 20, 2026. Decision to set the date for the Special Meeting for July 24, 2026, at 9:00 AM.
- 4.1.6 Discussion on posting for a position for a grant writer. Linda Hedstrom is still willing to be our grant writer.
 - 4.1.6.1 Discussion on action items needed for the contract.
 - 4.1.6.2 Consensus to keep contracting with Linda Hedstrom for grant writing.
- 4.1.7 RCS Contract Amendment
 - 4.1.7.1 Approval discussion on amendment.
 - 4.1.7.2 Request to hold another special meeting before June 23 to approve the extension of the contract.
 - 4.1.7.3 Discussion and decision to add to the July 24 Special Meeting to have a new contract for the contract approval.

4.1.8 Good Grants Utilization Discussion and Possible Action

- 4.1.8.1 Discussion on the pros and cons of Good Grants for our application process.
 - 4.1.8.2 Consensus to not renew the contract.
-

5. Adjournment 5:19

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LAKE COUNTY CONTINUUM OF CARE
HMIS / CES Committee
Meeting Minutes
June 16, 2026

APPROVED — July 21, 2026

A Meeting Information

Date: June 16, 2026

Time: 8:59 AM to 9:34 AM Pacific (thirty-five minutes)

Format: Microsoft Teams (recorded and transcribed)

Facilitators: Heather Frawley (Chair) and Melissa Kopf (Co-Facilitator)

Convening Body: Lake County Continuum of Care — HMIS / CES Committee

B Attendance

Ten participants joined the meeting. Quorum was not present at the time of call to order and was subsequently established upon the arrival of a third voting member.

Name	Organization / Role	Voting Member
Heather Frawley	Adventist Health — Committee Chair / Facilitator	Yes
Melissa Kopf	Lake County Behavioral Health Services — HMIS Administrator / Co-Facilitator	Yes
Caressa Smith	Adventist Health	Yes (arrived 9:05 AM; established quorum)
Rhonda Fong	Redwood Community Services — Access Specialist	Non-voting
Christina Dalto	Adventist Health — Vulnerability Assessment Redesign Lead	Non-voting
Lori Kent	Lake County Behavioral Health Services	Non-voting
Tomala Jones	Adventist Health	Non-voting
Lucretia Lundy	Hope Center	Non-voting
Courtne Hill	Redwood Community Services	Non-voting
Angela Kester	Adventist Health	Non-voting

Attendance sourced from the Microsoft Teams attendance report for the June 16, 2026 LCCoC CES/HMIS Committee Meeting (start time 8:59 AM; duration 35 minutes 23 seconds).

C Quorum

Quorum was not present when the Chair called the meeting to order. At the time of opening, only two voting members — Heather Frawley and Melissa Kopf — were confirmed on the call. The Co-Facilitator confirmed that a third voting member from a separate agency was required to reach the three-member threshold necessary to conduct formal business.

The Chair proceeded with informational items while awaiting additional attendance. Caressa Smith (Adventist Health) joined the meeting at 9:05 AM. The Co-Facilitator confirmed quorum at that time with three voting members present: Heather Frawley, Melissa Kopf, and Caressa Smith.

This represents a return to quorum following the confirmed achievement at the May 19, 2026 session. The Committee's open recruitment ask to the Continuum of Care Board for additional voting members remains active and unresolved. The Chair is encouraged to continue pursuing that ask to reduce dependence on any single member's attendance for quorum.

D Approval of Prior Meeting Minutes

May 19, 2026 Minutes

The Chair briefly summarized the May 19, 2026 minutes for the group, noting the approval of the March and April minutes, the introduction of Rhonda Fong, the HMIS update including the planned September presentation of new Behavioral Health projects, and the action item status updates. The Chair indicated the minutes were distributed to all participants in advance.

Upon confirmation of quorum, the Chair invited a motion. Caressa Smith moved to approve the May 19, 2026 meeting minutes as written. Melissa Kopf seconded. The motion carried by voice vote with no opposition recorded. The Chair will forward the approved minutes to Melissa Kopf for posting on the Continuum of Care website.

DECISION RECORDED

The May 19, 2026 meeting minutes were approved as written. Motion: Caressa Smith. Second: Melissa Kopf. Vote: unanimous, no opposition.

E Action Item Status Review

The Chair reviewed the status of open action items carried from the May 19, 2026 meeting. The following updates were reported:

Completed: The approved March 17 and April 21, 2026 minutes were forwarded to Melissa Kopf for posting. The Transitional Age Youth (TAY) range error on the Vulnerability Assessment crosswalk was corrected and redistributed. The one-page guide and rescoring tool for translating legacy scores into redesigned ranges was completed and distributed.

Cancelled: The May 27 and May 28 Vulnerability Assessment follow-up sessions were cancelled due to a family emergency. The redesign materials were distributed to all Committee members in advance of the June 16 meeting, and the VA Rework item was absorbed into this session.

Ongoing / Deferred: The Coordinated Entry policies and procedures update, the Behavioral Health HMIS project presentation (September 2026), HMIS Policies and Procedures weekly meetings, the Bevins / Paulson rescoring work by Rachel Nell, and HMIS administration cross-training remain in progress or deferred per their original timelines.

F Coordinated Entry System Update — May 2026 Data

The Chair presented May 2026 Coordinated Entry System (CES) data. Thirty-seven assessments were completed during the month across Adult, Family, and Transitional Age Youth instruments. Sixty-eight new Coordinated Entry enrollments were recorded. One hundred exits from Coordinated Entry were processed during May, reflecting a continued and deliberate effort to close out clients who have not been engaged in services, in order to protect data quality and funding accuracy. The Release of Information completion rate was not pulled for this reporting cycle.

The Chair noted that clients exited for lack of engagement retain the right to return and that most are able to re-engage through an access point or direct contact. The data cleanup effort is consistent with the policy revision presented later in this meeting.

G CES Policy Revision — BNL Inactivation Protocol

The Chair presented a proposed revision to the Coordinated Entry System Policies and Procedures addressing the inactivation of households from the By Names List (BNL). The revision was developed by the Chair in response to a gap identified in the current policy: while the existing language permits inactivation after sixty days without contact, it does not define the escalating outreach steps that must occur during that window.

Current Policy Language

The Chair reviewed the operative language in the current CES Policies and Procedures. Under the current policy, households are exited from the CES system and removed from the By Names List under defined conditions including entrance into long-term institutional settings (ninety days or longer), inability to be located by access point, resource referral providers, or CES operators after sixty days of enrollment and assessment, self-resolution, death, departure from the region, or a household's voluntary withdrawal from participation.

Proposed Revision: Active Participation Standard

The proposed revision establishes an active participation standard: a household enrolled in Coordinated Entry and placed on the By Names List shall remain in active status as long as it is actively participating in services, with no limit on tenure. Qualifying activity is defined as any documented client contact, service transaction, partner-confirmed engagement, or client-initiated update occurring within the prior thirty calendar days.

Proposed Revision: Escalating Outreach Protocol

When a household has no qualifying activity for thirty calendar days, the Coordinated Entry operator is required to initiate escalating outreach. This outreach must be conducted and documented in HMIS over a period not to exceed ninety calendar days and must include: direct contact attempts using all information on record; coordination with community outreach partners including peer support centers, the shower trailer, and street outreach teams; and review of the case at case conferencing. Detailed steps, timing, and HMIS documentation codes are maintained in a companion outreach and inactivation procedure.

Proposed Revision: Ninety-Day Inactivation Threshold

If a household cannot be located after ninety calendar days of documented escalating outreach, and the case has been reviewed at case conferencing, the CES operator shall inactivate the household from the By Names List using the exit reason code DEACT-UTL90, entered as free text in the HMIS exit reason field. This represents a change from the current sixty-day threshold and adds the requirement for documented case conferencing review prior to inactivation.

Discussion

Christina Dalto noted that she and the Chair had previously developed an escalation document and asked whether the proposed revision incorporated that prior work. The Chair indicated it did not, and acknowledged the prior document should be reviewed for consistency. Christina Dalto recommended that a proposed reactivation field discussed during the meeting — which would capture reactivation events in assessment scoring — be worked out offline before any adoption, as it may affect scoring in the assessments launched in March 2026.

Caressa Smith raised the importance of engaging the lived experience group in the policy revision process, particularly given the emotional weight of vulnerability assessments for clients, especially youth and Transitional Age Youth populations. The Chair agreed and committed to reaching out to the lived experience group to arrange participation.

The Chair indicated that, given the open questions raised, formal adoption of the BNL Inactivation revision would be deferred. The item will be carried forward for continued refinement.

STATUS: DEFERRED — NOT ADOPTED

The BNL Inactivation policy revision was presented and discussed but not brought to a vote. Open items include reconciliation with the prior escalation document, resolution of the reactivation field question, and engagement with the lived experience group. The item will be carried forward for continued development.

H Vulnerability Assessment Rework

Christina Dalto presented the status of the Vulnerability Assessment redesign effort and the review task assigned to Committee members. This item absorbed the work originally scheduled for the cancelled May 27 and May 28 follow-up sessions.

Background

In late March 2026, three new population-specific Vulnerability Assessment instruments were launched for Adults, Families, and Transitional Age Youth. Following launch, feedback from CES access points and questions raised by the Chair and Christina Dalto prompted a structural analysis of all three instruments. That analysis — conducted by Heather Frawley and

Christina Dalto — identified scoring anomalies, structural defects, and gaps addressed in the redesign materials distributed to Committee members in advance of this meeting.

Review Task and Committee Commitment

Christina Dalto presented the three redesign spreadsheets and the accompanying methodology document. The spreadsheets document each assessment question, whether it is scored, the proposed question format, and the proposed response options and scoring. Key structural changes are catalogued in Section 8 of the methodology document. A significant universal change across all three instruments is the addition of standardized 'client doesn't know' and 'client prefers not to answer' response options to every question, with associated scoring recalculated.

Christina Dalto asked for a show of hands indicating members had reviewed the materials in advance. Not all members had completed the review. Christina Dalto requested a commitment from the group to review each spreadsheet and Section 8 of the methodology document before the next meeting. Rhonda Fong confirmed she would complete the review by July 21, 2026. The remaining members were asked to commit; silence was taken as agreement.

The materials are attached to the July 21, 2026 meeting invitation. The Chair committed to resending the invitation to ensure all participants have access to the files.

Timeline

The next meeting is scheduled for July 21, 2026. Christina Dalto confirmed that the July 21 session is dedicated to the Vulnerability Assessment review, discussion, and decision. Christina Dalto emphasized the urgency of completing this work, noting that current scoring inaccuracies are affecting client prioritization outcomes in real time.

I Meeting Time and Scheduling

The Chair raised a question about whether the 9:00 AM meeting start time continues to work for participants, noting that other standing meetings — the Housing Navigator's Working Group and the CES Case Conferencing — begin at 10:30 AM. Rhonda Fong confirmed that 9:00 AM works well given her schedule of subsequent meetings on the same days. No change to the meeting time was proposed or agreed.

The Chair noted that updated meeting invitations are typically sent each August to ensure continued access, and committed to distributing updated invitations in advance of the August 2026 cycle.

J Decisions and Action Items

One formal decision was recorded during this meeting:

1. The May 19, 2026 meeting minutes were approved as written.

Action items arising from this meeting are recorded in the table below.

Owner	Action	Due Date	Status
Heather Frawley	Forward approved May 19, 2026 minutes to Melissa Kopf for posting on the CoC website.	June 23, 2026	Completed
Heather Frawley	Reach out to the lived experience group (contact: Robert) to arrange participation in the BNL Inactivation policy revision process.	July 21, 2026	Cancelled
Heather Frawley	Reconcile BNL Inactivation policy revision with prior escalation document developed with Christina Dalto; resolve reactivation field question offline before next presentation.	July 21, 2026	Cancelled
Heather Frawley	Resend July 21, 2026 meeting invitation with redesign materials (zipped file) attached, ensuring all participants have access.	June 23, 2026	Completed
Heather Frawley	Send updated recurring meeting invitations for the August 2026 cycle to ensure continued access for all participants.	August 2026	Completed

All Committee Members	Review the three redesign spreadsheets and Section 8 of the methodology document distributed in the July 21, 2026 meeting invitation, in advance of that meeting.	July 21, 2026	Open
Heather Frawley	[CARRIED] Update Coordinated Entry policies and procedures to address BNL Inactivation exit timing; bring to Committee for adoption.	TBD	In Progress
Melissa Kopf	[CARRIED] Resume weekly HMIS Policies and Procedures development meetings; advance draft policies for Executive Committee approval.	Ongoing	In Progress
Melissa Kopf	[CARRIED] Present new Behavioral Health HMIS project structure (Transitional Rents, BHBH, BHSA) at the September 2026 Committee meeting.	September 2026	Deferred
Rachel Nell	[CARRIED] Continue one-at-a-time rescoring of clients on the Bevins Court and Paulson's Place referral list using the redesigned Adult Vulnerability Assessment.	Ongoing	In Progress

K Next Meeting and Adjournment

Next Meeting

HMIS / CES Committee Monthly Meeting: July 21, 2026 at 9:00 AM, online via Microsoft Teams. The July 21 session will be dedicated to the Vulnerability Assessment Rework review, discussion, and decision. All members are expected to have reviewed the redesign materials prior to attending.

Adjournment

The Chair adjourned the meeting at 9:34 AM Pacific.

These minutes were approved by the HMIS / CES Committee at the July 21, 2026 monthly meeting. Motion: Melissa Kopf. Second: Heather Frawley. Vote: unanimous, no opposition.

*Respectfully submitted, **Heather Frawley** · Committee Chair, HMIS / CES Committee · Lake County Continuum of Care*



Lake County Continuum of Care Executive Committee Special Meeting

July 24, 2026

9:00 a.m.

Agenda

The Lake County Continuum of Care Executive Committee meets at Hope Center, 3400 Emerson St, Clearlake, CA 95422, and 8102 Royal Fld, San Antonio, TX 78255

Per the Brown Act, all Lake County Continuum of Care Executive Committee Voting Members are required to attend in person.

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

Virtual Meeting Information:

[Join the meeting now](#)

Meeting ID: 283 070 466 171

Passcode: TZ6rW9wg

Dial in by phone

[+1 972-581-9848,,56661269#](#) United States, Renner

[Find a local number](#)

Phone conference ID: 566 612 69#

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.

1.1 Agenda Item – Addition to the agenda – Allow James Murdock to join virtually and vote in the meeting due to illness.

1.1.1 Motion to approve James Murdock to join virtually and vote in the meeting due to illness by Mary Wilson.

1.1.2 Second by Shannon Kimbell Auth.

1.1.3 Voting Bruno Sabatier, Yes, Caressa Smith, Yes, Robert Saxton, Yes, Heather Frawley, Yes, Doreen Gilmore, Yes, Shannon Kimbell Auth, Yes, Mary Wilson, Yes, Ana Santana, Yes.

1.1.4 Motion Passes.

Voting Executive Committee Member	In Person	On TEAMS	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Caressa Smith	X		
Lived Experience Chair – Robert Sexton	X		
Lived Experience Youth Chair – Vacant			
HMIS/CES Chair – Heather Frawley		X - TX	
Interfaith Chair – James Murdock		X	
Performance Review Chair – Doreen Gilmore	X		
Point in Time Chair – Shannon Kimbell-Auth	X		
Strategic Planning Chair – Ana Santana	X		
Government Official Chair – Brad Rasmussen			X
City of Clearlake Governmental Chair– Mary Wilson	X		
Public Housing Authority Chair – Rachael Parsons			X
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity – Melissa Kopf		X	
Quorum Met - Yes			

1.2 Conflict of Interest Statement: Statement provided by Chair Bruno Sabatier.

2. Public Comments

2.1 Open for Public Comments – 3 Minutes Each

2.1.1 Bruno Sabatier expressed appreciation to Interfaith Committee Chair James Murdock for all his hard work on the laundry card project. The laundry cards are moving forward. They will be in the libraries soon.

3. Action Items

3.1 Action Items Update:

3.1.1 Recommendation of the Encampment Resolution Funding Interim Shelter Dignity Bus Project Approval

- 3.1.1.1 Presentation of the recommendation for Dignity Bus RFP. Discussion on the Bus and the project.
- 3.1.1.2 Statement about adding under amenities letter C. utilities, that electric hookup is preferred.
- 3.1.1.3 Motion to approve the Request for Proposal for the Dignity Bus by Shannon Kimbell-Auth
- 3.1.1.4 Second by Mary Wilson
- 3.1.1.5 Voting Bruno Sabatier, Yes, Caressa Smith, Yes, Robert Saxton, Yes, Heather Frawley, Yes, James Murdock, Yes, Doreen Gilmore, Yes, Shannon Kimbell Auth, Yes, Mary Wilson, Yes, Ana Santana, Yes.
- 3.1.1.6 Motion Passes
- 3.1.1.7 Discussion on if we don't have any applicants, what will we use the funding for.
- 3.1.2 Redwood Community Services – Xamitin Haven Extension Contract Approval
 - 3.1.2.1 Statement on the details of the extension.
 - 3.1.2.2 Motion to approve by Doreen
 - 3.1.2.3 Second by Shannon
 - 3.1.2.4 Voting Bruno Sabatier, Yes, Caressa Smith, Yes, Robert Saxton, Yes, Heather Frawley, Yes, James Murdock, Yes, Doreen Gilmore, Yes, Shannon Kimbell Auth, Yes, Mary Wilson, Yes, Ana Santana, Yes.
 - 3.1.2.5 Motion Passes
- 3.1.3 Redwood Community Services – Xamitin Haven Contract Approval
 - 3.1.3.1 Statement on the new contract details.
 - 3.1.3.2 Discussion on the budget details and CalAIM braided funding.
 - 3.1.3.3 Addition of 4.3 in reporting responsibilities.
 - 3.1.3.4 Motion to approve by Doreen with amendments
 - 3.1.3.5 Second by Heather Frawley
 - 3.1.3.6 Voting: Bruno Sabatier, Yes, Caressa Smith, Yes, Robert Saxton, Yes, Heather Frawley, Yes, James Murdock, Yes, Doreen Gilmore, Yes, Shannon Kimbell Auth, Yes, Mary Wilson, Yes, Ana Santana, Yes.
 - 3.1.3.7 Motion Passes
- 3.1.4 Veteran Housing Project Agreement – Lake County Community Foundation Approval – Tabled, still waiting for the finalization of the agreement. Add to the August Executive Committee Meeting Agenda.
 - 3.1.4.1 Reminder that we set aside \$15,000 for LCCF for Veteran Housing.
 - 3.1.4.2 Funding is from planning funding

Request to switch Agenda Items 3.1.5 and 3.1.6 due to conflict of interest. The switch is reflected in the meeting minutes.

- 3.1.5 Encampment Resolution Funding Rapid Rehousing Application Approval
 - 3.1.5.1 Presentation of the Grant Selection Working Group scoring and recommendations.
 - 3.1.5.2 Motion to approve the recommendation of the Grant Selection Working Group for Catholic Charities Northwest California Application approval for the Encampment Resolution Rapid ReHousing program by Shannon Kimbell-Auth
 - 3.1.5.3 Second Caressa Smith

- 3.1.5.4 Voting Bruno Sabatier, Yes, Caressa Smith, Yes, Robert Saxton, Yes, Heather Frawley, Yes, James Murdock, Yes, Doreen Gilmore, Yes, Shannon Kimbell Auth, Yes, Mary Wilson, Yes, Ana Santana, Yes.
 - 3.1.5.5 Motion Passes
 - 3.1.6 FY2026 Continuum of Care Competition Application Tiering Approval
 - 3.1.6.1 Presentation of the Grant Selection Working Group recommendations.
 - 3.1.6.2 Discussion on the scoring process and how Tiering works.
 - 3.1.6.3 Motion to Approve the tiering recommendation by Shannon Kimbell-Auth
 - 3.1.6.4 Second by Ana Santana
 - 3.1.6.5 Voting: Shannon Kimbell-Auth, Yes. Ana Santana. Yes. Robert Sexton. Yes. Doreen Gilmore. Yes. Mary Wilson. Yes. Bruno Sabiater. Yes.
 - 3.1.6.6 Motion Passes.
-

4. Adjournment

LCCoC																				Notes	
HMIS Project Codes	Funding Source	End Dates	Project Codes	Total Funds	Planning & MISC Budgeted	Spent/Remaining	Emergency Housing Budgeted	Spent/Remaining	Rapid Rehousing Budgeted	Spent/Remaining	Outreach Budgeted	Spent/Remaining	Prevention Budgeted	Spent/Remaining	HMIS/CES Budgeted	Spent/Remaining	Admin Budgeted	Spent/Remaining	Total Spent/Remaining		
	HEAP			\$1,992,255.00	\$742,838.71	\$505,972.71 \$236,866.00	\$1,149,416.00	\$653,959.00 \$495,457.00			\$100,000.00	\$100,000.00 \$0.00							\$1,259,931.71 \$732,323.00		
	CESH 2018		CE5100	\$1,014,750.00					\$550,000.00	\$550,000.00 \$0.00					\$414,012.00	\$414,012.00 \$0.00	\$50,738.00	\$50,738.00	\$1,014,750.00 \$0.00		
	CESH 2019		CE5101	\$560,227.00	\$5,000.00	\$5,000.00 \$0.00	\$207,585.00	\$83,034.00 \$124,551.00	\$207,585.00	\$170,371.53 \$37,213.47					\$112,046.00	\$112,046.00 \$0.00	\$28,011.00	\$28,011.00	\$398,462.53 \$161,764.47		
	COVID-19 Emergency Homeless Funding - CoC		CD5102	\$79,511.74			\$79,132.40	\$79,132.40 \$0.00			\$379.34	\$379.34 \$0.00							\$79,511.74 \$0.00		
	CARES ESG-CV		CE5109	\$1,055,300.00			\$906,193.43	\$854,779.62 \$51,413.81	\$5,306.57	\$5,306.57 \$0.00	\$17,000.00	\$17,000.00 \$0.00			\$75,000.00	\$75,000.00 \$0.00	\$51,800.00	\$50,620.00	\$1,002,706.19 \$52,593.81		
	HUD CoC 2019		HU5100	\$6,280.00	\$6,280.00	\$6,280.00 \$0.00													\$6,280.00 \$0.00		
	HUD CoC 2020		HU5100	\$6,975.00	\$6,975.00	\$6,975.00 \$0.00													\$6,975.00 \$0.00		
	HUD CoC 2021		HU5100	\$7,272.00	\$7,272.00	\$7,272.00 \$0.00													\$7,272.00 \$0.00		
	HUD CoC 2023			\$50,000.00	\$50,000.00	\$50,000.00 \$0.00													\$50,000.00 \$0.00		
	HUD CoC 2024			\$50,000.00	\$50,000.00	\$50,000.00 \$0.00													\$50,000.00 \$0.00		
CALICH-COC-529-20-HHAP-00017	2020 HHAP - CoC Round 1	6/30/2025	CE5103	\$500,000.00	\$25,000.00	\$25,000.00 \$0.00	\$440,000.00	\$440,000.00 \$0.00									\$35,000.00	\$35,000.00	\$500,000.00 \$0.00		
CALICH-COC-529-21-HHAP-00070	2020 HHAP - CoC Round 2	6/30/2026	CE5105	\$250,000.00			\$232,500.00	\$232,500.00 \$0.00	\$0.00								\$17,500.00	\$17,500.00	\$250,000.00 \$0.00		
CALICH-COC-529-22-HHAP-10073	2022 HHAP - CoC Round 3	6/30/2026	CE5107	\$610,650.00			\$310,000.00	\$310,000.00 \$0.00	\$100,000.00	\$21,527.94 \$78,472.06	\$57,905.00	\$37,427.14 \$20,477.86	\$100,000.00	\$0.00	\$6,614.00		\$42,745.00	\$42,745.00	\$418,314.08 \$198,949.92		
CALICH-COC-529-23-HHAP-10029	2023 HHAP CoC Round 4	6/30/2027	CE5112	\$450,627.04			\$180,250.82	\$180,250.82 \$0.00	\$202,782.17	\$51,468.99 \$151,313.18	\$36,050.16	\$36,050.16 \$0.00					\$31,543.89	\$31,543.89	\$263,263.70 \$187,363.34		
CALICH-COC-529-24-HHAP-10072	2024 HHAP CoC Round 5	6/30/2027	CE114	\$661,475.53	\$67,000.00	\$0.00 \$67,000.00	\$370,000.00	\$370,000.00 \$0.00	\$150,000.00	\$0.00 \$150,000.00	\$21,558.53	\$21,558.53 \$0.00			\$6,614.00	\$6,614.00 \$0.00	\$46,303.00	\$44,320.87	\$596.13 \$652,879.40		
	HHIP - CoC		CE5110	\$2,325,692.00	\$100,000.00	\$23,200.64 \$76,799.36	\$1,197,433.00	\$1,197,433.00 \$0.00	\$245,122.00	\$0.00 \$245,122.00	\$50,000.00	\$50,000.00 \$0.00	\$300,000.00	\$0.00	\$183,137.00	\$119,472.21 \$63,664.79	\$200,000.00	\$27,000.00	\$1,417,105.85 \$858,586.15		
CALICH-COC-529-24-ERF-4-L-10009	Encampment Resolution Funds Round 4	10/4/2027		\$1,514,618.00	\$45,448.00	\$0.00 \$45,448.00	\$800,000.00	\$800,000.00 \$0.00	\$312,000.00	\$0.00 \$312,000.00	\$286,127.00	\$286,127.00 \$0.00					\$71,043.00	\$71,043.00	\$0.00 \$1,514,618.00		
	2025 HHAP CoC Round 6	6/30/2029		\$736,097.15	\$75,000.00	\$0.00 \$75,000.00	\$295,000.00	\$295,000.00 \$0.00	\$207,210.35	\$0.00 \$207,210.35			\$100,000.00	\$0.00	\$7,360.00	\$0.00 \$7,360.00	\$51,526.80	\$51,526.80	\$736,097.15 \$736,097.15		
	Total			\$11,135,633.31	\$1,180,813.71	\$579,700.35 \$601,113.36	\$5,872,510.65	\$4,031,088.84 \$1,841,421.81	\$1,772,795.74	\$798,675.03 \$974,120.71	\$569,020.03	\$204,806.48 \$364,213.55	\$400,000.00	\$0.00	\$790,809.00	\$733,758.21 \$57,050.79	\$574,683.89	\$285,140.02 \$289,543.87	\$4,527,464.09 \$3,512,396.81	##### - total unspent - currently unspent	
				Available:																	

County																			\$96,636.14 for Adventist (CES)	
Funding Source Budgeted			Project Codes	Total Funds	Planning & MISC		Emergency Housing		Rapid Rehousing		Outreach		Prevention		HMIS		Admin		Total	
				Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	Budgeted	Spent/Remaining	
	COVID-19 Emergency Homeless Funding - County			\$73,152.92		\$72,836.52	\$72,836.52					\$316.40	\$316.40						\$73,152.92	
CALICH-COU-012-20-HHAP-00016	2020 HHAP - County* Round 1	6/30/2025	CE5104	\$445,265.73	\$22,263.00	\$391,834.73	\$391,834.73						\$0.00					\$31,168.00	\$31,168.00	
CALICH-COU-012-21-HHAP-00069	2020 HHAP - County* Round 2	6/30/2026	CE5106	\$203,550.00		\$189,301.50	\$189,301.50											\$14,248.50	\$14,248.50	
CALICH-COU-012-22-HHAP-10071	2022 HHAP - County Round 3	6/30/2026	CE5108	\$569,940.00	\$473,050.00	\$473,050.00	\$56,995.00	\$56,995.00										\$39,895.00	\$39,895.00	
	No Place Like Home		NP5100	\$557,845.00	\$557,845.00	\$557,845.00	\$0.00												\$557,845.00	
	PLHA Grant		PH5100	\$360,728.00	\$360,728.00	\$360,728.00	\$0.00												\$360,728.00	
CALICH-COU-012-23-HHAP-10028	2023 HHAP Round 4 County	6/30/2027	CE5111	\$422,785.59		\$393,190.60	\$393,190.60											\$29,594.99	\$20,876.41	
	Behavioral Health Bridge Housing		BH5101	\$2,820,088.91	\$980,577.91	\$1,223,684.00	\$1,223,684.00	\$424,427.00	\$424,427.00									\$191,400.00	\$191,400.00	
CALICH-COU-012-24-HHAP-10073	2024 HHAP Round 5 County	6/30/2027	CE5113	\$634,627.17		\$583,858.00	\$427,055.55									\$6,346.00	\$6,346.00	\$44,423.17	\$44,423.17	
	2025 HHAP Round 6 County			\$689,218.45		\$317,041.45	\$317,041.45	\$317,040.00	\$317,040.00							\$6,892.00	\$6,892.00	\$48,245.00	\$48,245.00	
	Total			\$6,087,983.32	\$2,394,463.91	\$1,413,886.00	\$3,228,741.80	\$1,531,213.90	\$424,427.00	\$0.00	\$316.40	\$0.00		\$0.00	\$0.00	\$6,346.00	\$6,346.00	\$398,974.60	\$292,786.75	
						\$980,577.91	\$1,697,527.90											\$2,970,892.56		
need to move youth into service																				



Lake County Performance Review Adventist Health HUB – HUD Funding

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served						
# of entries into HMIS						
# of entries into CES						
Number of unsheltered served						
Number of referrals to health care						
Number of referrals to housing						
# Increased income						
Number of shelter beds						
# Who found permanent housing						
Average time unhoused before entry						
Error rate HMIS %						
Unduplicated in HMIS %						

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	May 27, 2026
Program Client Intake Form	
Program Client Rights	May 27, 2026
Release of Information Form	May 27, 2026
Program policy for type, amount, duration and limits of program services.	May 27, 2026

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations			
Staff is trained on house inspections HUD			
Project is working with landlords			
Staff is trained to calculate rental and utility assistance			
Project has a rental policy, that include time frames & adjustments			
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component	90% per proposal		
Shelter project has a formal policy for admissions, referrals & discharge procedures			

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC			
Did Agency participate in PIT Count			
State Non-Profit Designation current			
Budget Reports and Invoices Submitted			
Housing First Check List			

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program			
Number who returned to homelessness after exiting the project			
Budget Reports and Invoices Submitted			



Lake County Performance Review Adventist Health SouthShore and Youth Housing HHAP

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects - ***Application Projection**

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*Youth 10 *SS 30					
# of entries into HMIS						
# of entries into CES						
Number of unsheltered served	*30					
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*Youth 6-7 *SS 15					
Number of shelter beds	*Youth 2 *SS 10					
# Who found permanent housing	*Youth 5-7 *SS 15					
Average time unhoused before entry	*Youth 180 days *SS 448 Days					
Error rate HMIS %	*Youth 3%					
Unduplicated in HMIS %	*You 100% *SS 82%					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	May 27, 2026
Program Client Intake Form	May 27, 2026
Program Client Rights	May 27, 2026
Release of Information Form	May 27, 2026
Program policy for type, amount, duration and limits of program services.	May 27, 2026

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations	N/A		
Staff is trained on house inspections HUD	N/A		
Project is working with landlords -MOU's	N/A		
Staff is trained to calculate rental and utility assistance	N/A		
Project has a rental policy, that include time frames & adjustments	N/A		
Project includes lived experience staff or former client in project policy making	May 27, 2026		
Project includes a Street Outreach component	*Youth 9 *SS 27 of 30		
Shelter project has a formal policy for admissions, referrals & discharge procedures	May 27, 2026		

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC	*Youth 100% * SS 25% 21		
Did Agency participate in PIT Count	Yes -5/27/2026		
State Non-Profit Designation current	May 27, 2026		
Budget Reports and Invoices Submitted			
Housing First Check List	May 26,2027		

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms	May 27, 2026		
Number who exited the program			
Number who returned to homelessness after exiting the project	*Youth 3-5 *SS 15		
Budget Reports and Invoices Submitted			

Performance Review December 12, 2025

Final Recommendations: Provide budget documentation.

Performance Review May 27, 2026

Attendees present- Tina Allen, Araceli Castillo, Ronni Duncan, Caressa Smith, Mary Wilson, Melissa Kopf and Doreen Gilmore

A highlight of this Performance Review was that Hope Center had a successful exit rate, 40 exits from 108 persons into **positive housing**. The demographic data revealed with these exits was equitable, with eight being Native American and 5 being African American.

The Hope Center is now a Coordinated Access Point and the Coordinated Entry rate was 82%, It was mentioned by Adventist Health attendees they would like to increase that rate to 90%.

Two recommendations were made, the first to increase CES entries, and the second to capture more data on increased income.

The December Performance Review requested to review budgets, but the Performance Review Committee initiated a new form and process, and did not request budgets for the May 2026 review. Budget reviews will take place in November's review.



Lake County Performance Review Lake County Behavior Health Services Mobile Outreach Project

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	N/A					
# of entries into HMIS	N/A					
# of entries into CES	N/A					
Number of unsheltered served	N/A					
Number of referrals to health care	N/A					
Number of referrals to housing	N/A					
# Increased income	N/A					
Number of shelter beds	N/A					
# Who found permanent housing	N/A					
Average time unhoused before entry	N/A					
Error rate HMIS %	N/A					
Unduplicated in HMIS %	N/A					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	
Program Client Intake Form	
Program Client Rights	
Release of Information Form	
Program policy for type, amount, duration and limits of program services.	

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations			
Staff is trained on house inspections HUD			
Project is working with landlords			
Staff is trained to calculate rental and utility assistance			
Project has a rental policy, that include time frames & adjustments			
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component			
Shelter project has a formal policy for admissions, referrals & discharge procedures			

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC			
Did Agency participate in PIT Count			
State Non-Profit Designation current			
Budget Reports and Invoices Submitted			
Housing First Check List			

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program			
Number who returned to homelessness after exiting the project			
Budget Reports and Invoices Submitted			

Performance Review May 27, 2026

Attendees – Rachel Nell, Scott Abbott, Melissa Kopf, Mary Wilson and Doreen Gilmore

This project is just starting. This Mobile Outreach project was directly awarded by the LCCoC, as a continuance of services that have been successfully in place.

The project is in the hiring process for two client services assistants. The paperwork has started on purchasing the new outreach van, which could take several months to complete.

The review panel discussed service details and requested that when the Outreach Team is established, they prepare an outline for this program and present it to the Performance Review Committee. The outline should include objectives with projected baseline service numbers to meet their objectives.

The panel also recommended the program prepare the CoC required documentation – program standards, intake forms, client rights, and release of information forms.



Lake County Performance Review Catholic Charities Prevention and Diversion Project

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects - * Application projections

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*32					
# of entries into HMIS						
# of entries into CES						
Number of unsheltered served						
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*6 families					
Number of shelter beds						
# Who found permanent housing	*80% Maintain Housing					
Average time unhoused before entry						
Error rate HMIS %	*5%					
Unduplicated in HMIS %	*100%					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	
Program Client Intake Form	
Program Client Rights	
Release of Information Form	
Program policy for type, amount, duration and limits of program services.	

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations			
Staff is trained on house inspections HUD			
Project is working with landlords			
Staff is trained to calculate rental and utility assistance			
Project has a rental policy, that include time frames & adjustments			
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component			
Shelter project has a formal policy for admissions, referrals & discharge procedures			

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC			
Did Agency participate in PIT Count			
State Non-Profit Designation current			
Budget Reports and Invoices Submitted			
Housing First Check List			

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program			
Number who returned to homelessness after exiting the project			
Budget Reports and Invoices Submitted			

Performance Review May 27, 2026

Attendees – Beth Huang, Katie Kelleher, Megan Murphy, Melissa Kopf, Mary Wilson and Doreen Gilmore

This is a new project. Interviews will be taking place shortly for a project manager. Catholic Charities is hoping to have the Prevention and Diversion Project up and running by the end of June.

No home office is established, and the project just may ask to use agency locations around Lake County. The project plans on using a system called Touch Point Application. This system streamlines verification of documentation (rental agreements) and submits requests for check requests. Checks will be processed once a week, but there is also an emergency procedure.

The Performance Review Panel requested that project documentation be submitted as soon as it is written. The Lake County Continuum of Care requires; program written standards, intake forms, client rights, and release of information.

The November Performance Review goals are to have the Prevention and Diversion Program's documents and data entry in the Homeless Management Information System (HMIS).



Lake County Performance Review Catholic Charities Safe Parking Project

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects - * **Application Projections**

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*20 Households					
# of entries into HMIS						
# of entries into CES						
Number of unsheltered served	*20					
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*6					
Number of shelter beds						
# Who found permanent housing	*5 25%					
Average time unhoused before entry	*180 Days					
Error rate HMIS %	*5%					
Unduplicated in HMIS %	*100%					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	
Program Client Intake Form	
Program Client Rights	
Release of Information Form	
Program policy for type, amount, duration and limits of program services.	

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations			
Staff is trained on house inspections HUD			
Project is working with landlords			
Staff is trained to calculate rental and utility assistance			
Project has a rental policy, that include time frames & adjustments			
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component	*90%		
Shelter project has a formal policy for admissions, referrals & discharge procedures			

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC	*100%		
Did Agency participate in PIT Count			
State Non-Profit Designation current			
Budget Reports and Invoices Submitted			
Housing First Check List			

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program			
Number who returned to homelessness after exiting the project	*5%		
Budget Reports and Invoices Submitted			

Performance Review May 27, 2026

Attendees – Beth Huang, Katie Kelleher, Megan Murphy, Melissa Kopf, Mary Wilson and Doreen Gilmore

This is a new project. Interviews will be taking place shortly for a project manager. Catholic Charities has been working with the Encampment Resolution Funding Working Group and Adventist Health on a location, zoning and permitting for the Safe Parking Project site. Plans are in motion, mainly waiting on the City of Clearlake Public Works, and now the focus is turning to staffing the project.

The Performance Review Panel requested that project documentation be submitted as it is created and written. The Lake County Continuum of Care requires; program written standards, intake forms, client rights, and release of information.

The November Performance Review goals are to have the Safe Parking Program's documents and data entry in the Homeless Management Information System (HMIS).



Lake County Performance Review Lake County Office of Education Youth Project – HHAP 2025

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects ***Application Projections**

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*15 aged 12 to 24					
# of entries into HMIS						
# of entries into CES						
Number of unsheltered served						
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*100%					
Number of shelter beds						
# Who found permanent housing	*75% or 11					
Average time unhoused before entry	*6 months					
Error rate HMIS %						
Unduplicated in HMIS %	*100%					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	June 30, 2026
Program Client Intake Form	June 30, 2026
Program Client Rights	June 30, 2026
Release of Information Form	June 30, 2026
Program policy for type, amount, duration and limits of program services.	June 30, 2026

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations	n/a		
Staff is trained on house inspections HUD	6/30/2026		
Project is working with landlords -MOU's	Guardians 6/30/26		
Staff is trained to calculate rental and utility assistance	Stipend program 6/30/2026		
Project has a rental policy, that include time frames & adjustments	Housing plan 6/30/2026		
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component			
Shelter project has a formal policy for admissions, referrals & discharge procedures	Youth Housing 6/30/26		

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC			
Did Agency participate in PIT Count	Yes		
State Non-Profit Designation current			
Budget Reports and Invoices Submitted			
Housing First Check List	June 30, 2026		

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program			
Number who returned to homelessness after exiting the project	*0		
Budget Reports and Invoices Submitted			

Performance Review December 12, 2025

Final Recommendations: Ramp up the program to serve more youth and ensure that the grant is expended by the end of the fiscal year 26-27. Ensure that data is entered into HMIS at no more than 5% error rate and within 5 days.

Performance Review May 26, 2027

The project director was out of county on business, so the Performance Review Panel will request information digitally.

LCOE emailed their program documents on June 30, 2026. Documents are for the youth program are in both English and Spanish.

Recommendation is to catch up on data review in November



Lake County Performance Review Lake Family Resource Center Domestic Violence - HUD

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects - ***Application Projections**

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*4 Families					
# of entries into HMIS						
# of entries into CES						
Number of unsheltered served	*4					
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*75% - 3					
Number of shelter beds	*4 Families					
# Who found permanent housing	*4 100%					
Average time unhoused before entry	*12 Months					
Error rate HMIS %	Low					
Unduplicated in HMIS %	Low					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	
Program Client Intake Form	
Program Client Rights	
Release of Information Form	
Program policy for type, amount, duration and limits of program services.	

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations			
Staff is trained on house inspections HUD			
Project is working with landlords			
Staff is trained to calculate rental and utility assistance			
Project has a rental policy, that include time frames & adjustments			
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component	*10%		
Shelter project has a formal policy for admissions, referrals & discharge procedures			

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC			
Did Agency participate in PIT Count			
State Non-Profit Designation current	May 27, 2026		
Budget Reports and Invoices Submitted			
Housing First Checklist	May 27, 2026		

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program			
Number who returned to homelessness after exiting the project			
Budget Reports and Invoices Submitted			

Performance Review December 12, 2025

Final Recommendations: Due to the E-LOCC federal program access being denied, funding has been difficult to access. The CoC will work with Congressman Thompson and Senator Schiff's office to try and repair the issue so that LFRC can receive their funding and start the work. To be reviewed quarterly to ensure the program is funded.

Performance Review May 27, 2026

Attendees – Sheri Young, Lisa Morrow, Scott Abbott, Melissa Kopf, Mary Wilson and Doreen Gilmore

LFRC has been awarded funding from the Housing Urban Development (HUD) CoC Competitive Application process, which provides direct funding through a government portal. Lake Family Resource Center has not been able to access funding since 2023, due to the E-LOCC Federal Portal. NCO attendees stated the funding amount was \$53,156. This funding is slated for transitional housing rental assistance for DV families.

For data management Lake Family Resource Center uses a software that is compliant with the Homeless Management Information System, the component to link the systems costs app \$1000. The Performance Review Panel recommended making a request to the LCCoC for funding of this technical interface, since their system is compatible with HMIS. This way HUD would receive DV data numbers from Lake County.

The two recommendations are first making the data interface request, and second to continue to work with Melissa and HUD representatives to get access to their awarded funds.



Lake County Performance Review North Coast Opportunities Rapid Rehousing ESG and LCCoC

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects * Application Projections

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*40 5/27/26 - 9					
# of entries into HMIS	*18					
# of entries into CES						
Number of unsheltered served						
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*20					
Number of shelter beds	*Motel 200					
# Who found permanent housing	*25					
Average time unhoused before entry	*4 months					
Error rate HMIS %	*10%					
Unduplicated in HMIS %	*85%					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	May 27, 2026
Program Client Intake Form	
Program Client Rights (Grievance Process)	May 27, 2026
Release of Information Form	
Program policy for type, amount, duration and limits of program services.	May 27, 2026

Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations	May 27, 2026		
Staff is trained on house inspections HUD	May 27, 2026		
Project is working with landlords			
Staff is trained to calculate rental and utility assistance			
Project has a rental policy, that include time frames & adjustments	May 27, 2026		
Project includes lived experience staff or former client in project policy making			
Project includes a Street Outreach component			
Shelter project has a formal policy for admissions, referrals & discharge procedures	May 27, 2026		

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC	*70%		
Did Agency participate in PIT Count			
State Non-Profit Designation current			
Budget Reports and Invoices Submitted			
Housing First Checklist	May 27, 2026		

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms			
Number who exited the program	5 exited		
Number who returned to homelessness after exiting the project	*5		
Budget Reports and Invoices Submitted			

Performance Review December 12, 2025

Final Recommendations: NCO has two contracts that they did not fulfill requirements of data entry requirements. Data is important to ensure that we are truly helping the people we are serving. We want to use the work from NCO to help connect individuals to other programs and services to ensure a continuity of care, but without data entry being done appropriately and timely, it is impossible to help these individuals in a meaningful way. It was attempted to meet with NCO every 30 days to resolve the data entry issues, but the issue remains.

However, since Lake County is limited in the number of Non-Profits that provide housing services, or provide proposals within our county, we are letting them know that from now on, until further notice, a comment within the contract will force them to meet with us every 30 days to review data.

While the grants are done, currently, we are working with NCO on other grants and will meet every 30 days to check on numbers, then meet and discuss more broadly with both staff and the executive director on where we are. If in 3 months, the data is not showing progress, we will need to make a decision as to what to do as we want these programs and services to work for the betterment of the clients, not the non-profit. If no progress is shown after 6 months, the CoC plans to cancel all contracts with NCO until they can meet the requirements of our contracts.

Performance Review May 27, 2026

Attendees – Breanna Constancio, Melissa Kopf, Mary Wilson and Doreen Gilmore

The Performance Review Committee is happy to announce that data entry has improved. With HHAP funding Nine households were served with 5 positive outcomes. One data entry issue NCO staff is having is entering children. Staff will meet with Melissa to make sure the proper data entry methods are being used, so children are counted.

The HHAP budget was approved after revisions. Breanna mentioned administratively, it is somewhat burdensome, having two funding streams to prepare budget reports. NCO is receiving ESG funding directly from the state and submitting invoices to the LCCoC for HHAP funding.

The Performance Review Panel made two recommendations for NCO, staff meet with Melissa to learn how to enter children and save the data, and secondly tribal outreach for the project. Each tribal office has a housing component.



Lake County Performance Review Redwood Community Services Shelter Interim Housing Project

The Lake County Continuum of Care representatives of the CoC Performance Review Committee conduct programmatic monitoring to assess compliance with HUD and ESG regulations and identify areas for improving program effectiveness and efficiency.

All Lake County CoC Projects * Applications Projections

	May 2026	Nov 2026	May 2027	Nov 2027	May 2028	Nov 2028
Number of people served	*200 Nav. *120 Housing					
# of entries into HMIS	Since 2022 188					
# of entries into CES						
Number of unsheltered served	*165					
Number of referrals to health care						
Number of referrals to housing						
# Increased income	*15-20 annually					
Number of shelter beds	*35					
# Who found permanent housing	*40					
Average time unhoused before entry	*18-24 months					
Error rate HMIS %						
Unduplicated in HMIS %	*97-98%					

New Program – please provide a copy of the following

Document	Date Reviewed
Program Written Standards	May 27, 2026
Program Client Intake Form	
Program Client Rights	May 27, 2026
Release of Information Form	
Program policy for type, amount, duration and limits of program services.	May 27, 2026

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Annual Emergency Solutions Program and CoC Interim Housing Projects

	2026	2027	2028
Staff trained on Lead-based paint regulations	N/A		
Staff is trained on house inspections HUD	N/A		
Project is working with landlords	N/A		
Staff is trained to calculate rental and utility assistance	N/A		
Project has a rental policy, that include time frames & adjustments	N/A		
Project includes lived experience staff or former client in project policy making	May 27, 2026		
Project includes a Street Outreach component	*80		
Shelter project has a formal policy for admissions, referrals & discharge procedures	May 27, 2026		

Annual Performance Review for May

	May 2026	May 2027	May 2028
Number counted for HIC	*100% 35		
Did Agency participate in PIT Count			
State Non-Profit Designation current	May 27, 2026		
Budget Reports and Invoices Submitted			
Housing First Checklist	May 27, 2026		

Annual Performance Review for November

	Nov 2026	Nov 2027	Nov 2028
Proof of Insurance			
Project/Housing exit procedures and forms	May 27, 2026		
Number who exited the program			
Number who returned to homelessness after exiting the project	*45-50		
Budget Reports and Invoices Submitted			

Performance Review May 27, 2026

Attendees – Sage Wolf, Zenia Chow, Mary Wilson, Melissa Kopf and Doreen Gilmore.

While reviewing HMIS data, Sage said she didn't think the numbers were correct. She is wondering if she is entering data correctly or a glitch somewhere. Since the set of data numbers she had differed from the HMIS report numbers, it was discussed that Melissa and Sage should meet again and go through the process to see where the problems are happening. The data inconsistency made the review difficult to come to any conclusions. The Xamitin Haven runs at capacity, and we want to make sure that all of the services NCO is providing are counted correctly.

The recommendation made is for a HMIS data entry and saving review meeting. A test run on data should take place before the next performance review in November.

RCS was awarded a month's extension on their original contract, while the contract for the new round of funding is finalized. The highlighted projected service numbers are for the new round of interim shelter funding. The extension is funded by unspent roll-over original award funding.

FY 2026 Continuum of Care Program Competition Ranking

Ranking				
Renewal	1	Adventist Health Clearlake	HMIS	\$ 26,430
	2	Lake County Behavioral Health Services- CoC		
New CoC Bonus		Bonus+Reallocation	SSO-CE	\$ 386,824
Ner CoC Bonus	3	Hope & Humanity- CoC Bonus	TH	\$ 125,000
New DV Bonus	4	Lake County Behavioral Health Services - New DV Bonus	SSO-CS	\$ 50,000
	5	Lake FRC DV - Transition Grant	TH	\$ 5,796
Transition Grant	6	Swank Housing Supports CoC Bonus	TH	\$ -
Did not score high enough	7	Swank Housing Supports DV Bonus	TH	\$ -

Lake County Continuum of Care

Encampment Response and Law Enforcement Coordination Policy

Purpose

The purpose of this policy is to establish the Lake County Continuum of Care's position regarding coordination with local law enforcement agencies during encampment response and abatement activities. The Lake County Continuum of Care recognizes the importance of maintaining public health, public safety, environmental stewardship, and access to housing and supportive services while addressing unsheltered homelessness.

Policy

The Lake County Continuum of Care supports lawful encampment abatement efforts conducted by local law enforcement agencies and other authorized governmental entities in accordance with applicable federal, state, and local laws.

The Lake County Continuum of Care encourages a coordinated approach in which outreach providers, local government, behavioral health providers, and law enforcement work collaboratively to provide individuals who are unhoused with opportunities to access shelter, housing, treatment, and supportive services before, during, and after encampment abatement activities.

Principles

The Lake County Continuum of Care supports the following principles:

- Coordination among law enforcement, local government, service providers, and outreach teams whenever practical and in accordance with federal, state, and local laws.
- Advance notification to outreach providers, when feasible, to allow for engagement with individuals residing in encampments.
- Efforts to connect individuals to available shelter, interim housing, permanent housing, behavioral health services, substance use treatment, employment services, and other community resources.
- Protection of public health and safety through the lawful removal of encampments, prioritizing health, environmental, fire, or public safety concerns.
- Compliance with all applicable constitutional protections, court orders, and federal, state, and local laws governing encampment response and the handling of personal property.

Continuum of Care Role

The Lake County Continuum of Care does not direct or oversee law enforcement operations. Rather, the Continuum's role is to:

- Support collaborative planning among local agencies.
- Encourage communication between service providers and public agencies.
- Promote timely outreach and service engagement.
- Advocate treatment interventions whenever resources are available.
- Coordinate Continuum-funded providers in assisting individuals affected by encampment abatement activities.

Implementation

Recipients of Continuum of Care Program funding are encouraged to cooperate with local outreach coordination efforts associated with encampment response, consistent with grant requirements and agency policies.

Nothing in this policy shall be interpreted as requiring a funded provider to disclose confidential client information except as authorized or required by law.

Effective Date

This policy shall become effective upon approval by the Lake County Continuum of Care Executive Committee and shall remain in effect until amended or repealed by Executive Committee action.

Lake County Continuum of Care

Federal Funding Eligibility Policy – Harm Reduction and Safe Consumption Programs

Purpose

The purpose of this policy is to establish the Lake County Continuum of Care's funding priorities and eligibility requirements for all federal funding administered, recommended, or allocated through the Lake County Continuum of Care.

The Lake County Continuum of Care is committed to directing limited federal homeless assistance funding toward programs that align with the LCCoC's locally adopted priorities, strategic objectives, and performance expectations.

Policy

The Lake County Continuum of Care shall not recommend, award, allocate, or otherwise support the use of Continuum of Care Program Competition federal funding for any project or agency whose proposed project includes the operation, management, sponsorship, or direct provision of:

- Safe consumption sites;
- Supervised consumption facilities;
- Supervised injection facilities;
- Drug consumption rooms;
- Any program whose primary purpose is to provide a location for the supervised consumption of controlled substances prohibited under federal law.

Additionally, the Lake County Continuum of Care shall not recommend Continuum of Care Program Competition federal funding for projects whose primary program activities are centered on harm reduction services when those activities are inconsistent with the funding priorities established by the Lake County Continuum of Care.

Applicant Certification

As part of each Continuum of Care Program Competition, applicants shall certify that the project proposed for funding:

- Does not operate a safe consumption or supervised consumption site;
- Will not use Continuum of Care Program Competition funds to establish or operate such a facility;
- Is consistent with all applicable federal statutes, regulations, and HUD program requirements.

Review Process

During the local competition, the Ranking and Review Committee shall determine whether each application complies with this policy.

Projects determined to be ineligible under this policy shall not be recommended for inclusion in the Lake County Continuum of Care's Priority Listing submitted to HUD.

Reservation of Authority

The LCCoC Executive Committee retains the authority to interpret and administer this policy in a manner consistent with federal law and HUD regulations. If any provision of this policy is determined to conflict with federal requirements governing Continuum of Care funding, the conflicting provision shall be modified only to the extent necessary to maintain compliance while preserving the intent of this policy.

Effective Date

This policy shall become effective upon approval by the Lake County Continuum of Care Executive Committee and shall remain in effect until amended or repealed by Executive Committee action.



Lake County Continuum of Care (LCCoC) CA-529

Ranking and Reviewing Policy

1. Purpose

The purpose of this policy is to establish a transparent, objective, and data-driven process for evaluating, scoring, ranking, and recommending projects for inclusion in the Lake County Continuum of Care (LCCoC) Continuum of Care Program Competition.

Funding recommendations shall be based on measurable performance, compliance with HUD requirements, financial and administrative capacity, documented community need, and the ability to improve housing outcomes for unhoused households.

This policy supports the Continuum of Care Program priorities by promoting:

- Reduction of unhoused households through effective permanent housing interventions.
- Increased exits to permanent housing.
- Reduced returns to being unhoused.
- Improved housing stability and participant self-sufficiency.
- Strong coordination with behavioral health, substance use treatment, health care, employment, and mainstream resources.
- High-quality HMIS data and system performance.
- Responsible stewardship of federal funding.

All applicants shall be evaluated using the same published criteria to ensure consistency, fairness, transparency, and accountability.

2. Guiding Principles

The LCCoC shall evaluate all projects using the following guiding principles:

A. Project Performance

Projects shall demonstrate measurable outcomes that improve housing stability, increase permanent housing placements, reduce returns to homelessness, and improve overall system performance.

B. Efficient Use of Federal Resources

Projects should maximize housing outcomes while demonstrating sound financial management, full utilization of project capacity, and timely expenditure of grant funds.

C. HUD Compliance

Projects must comply with all applicable HUD regulations, grant requirements, monitoring standards, HMIS Data Standards requirements, and Coordinated Entry Policies and Procedures.



D. System Collaboration

Projects shall become LCCoC members, actively participate in LCCoC meetings, Coordinated Entry, HMIS, case conferencing, referrals, and other Continuum-wide planning activities that strengthen the homeless response system.

E. Community Need

Funding recommendations shall prioritize projects by the HMIS Lead Agency and the Coordinated Entry Operator agency when projects are specific to HMIS and CE administration, and projects that address documented needs identified through the Point-in-Time Count (PIT), Housing Inventory Count (HIC), System Performance Measures, Coordinated Entry data, Gaps Analysis, and other local planning efforts.

3. Grant Selection Working Group

The Grant Selection Working Group shall conduct the review process using objective scoring criteria.

Working Group members shall:

- Disclose and avoid conflicts of interest.
 - Recuse themselves from reviewing applications where a conflict exists.
 - Apply the scoring criteria consistently.
 - Document scoring decisions.
 - Complete training on the evaluation process prior to scoring.
-

4. Application Review

Applications shall be evaluated using objective criteria, including:

- HMIS or Comparable Database reports.
- HUD System Performance Measures.
- Coordinated Entry participation.
- Financial and grant management records.
- Monitoring and audit results.
- Required certifications and supporting documentation.
- Past performance evaluations, if applicable.

Applications shall be scored using standardized criteria established by the LCCoC.

5. Scoring Criteria (130 Points)

The LCCoC shall evaluate all new and renewal projects using objective, measurable criteria aligned with the FY2026 HUD Continuum of Care Program priorities.



Scoring shall include the following categories:

A. Project Performance

Performance shall be evaluated using measurable outcomes, including:

- Exits to permanent housing.
- Housing retention.
- Reduced returns to homelessness.
- Reduced length of time homeless.
- Achievement of project performance goals.

B. System Performance

Projects shall demonstrate meaningful participation in the coordinated homeless response system through:

- Coordinated Entry participation.
- Timely acceptance of referrals.
- Case conference participation.
- Collaboration with community partners.
- Coordination with behavioral health, substance use treatment, health care, employment, and mainstream resources that improve housing stability and self-sufficiency.

C. HMIS and Data Quality

Projects shall maintain high-quality HMIS or Comparable Database records by demonstrating:

- Complete and accurate data.
- Compliance with HUD HMIS Data Standards.
- Timely data entry.
- Low data error rates.
- Accurate APR submissions.

D. Financial and Administrative Capacity

Applicants shall demonstrate the ability to successfully administer federal funding through:

- Timely grant expenditures.
- Compliance with grant agreements.
- Resolution of monitoring findings.
- Sound fiscal management.
- Internal financial controls.

E. Community Need

Projects shall demonstrate that they address documented housing and service gaps by:

- Serving populations with the greatest documented need.
- Supporting local strategic priorities.



- Expanding housing opportunities.
 - Improving overall Continuum performance.
-

6. Tiered Ranking Structure

Tier 1 – HUD Required System Infrastructure

Homeless Management Information System (HMIS) and Supportive Services Only–Coordinated Entry (SSO-CE) projects shall receive the highest funding priority and be placed in Tier 1 whenever possible.

These projects provide the core infrastructure required for every HUD Continuum of Care to operate an effective homeless response system and Continuum of Care compliance.

HUD requires every Continuum of Care to maintain:

- A Homeless Management Information System (HMIS).
- A Coordinated Entry System.
- Accurate federal reporting and system performance measurement.
- Coordinated assessment, referral, prioritization, and housing placement processes.

HMIS and SSO-CE projects support every project operating within the Continuum and are essential to maintaining compliance with HUD Continuum of Care Program requirements, including:

- Continuum of Care Competition requirements.
- System Performance Measures.
- Annual Homeless Assessment Report (AHAR).
- Point-in-Time Count (PIT).
- Housing Inventory Count (HIC).
- Coordinated Entry compliance.
- HMIS Data Standards.
- Federal grant monitoring and reporting.

Because these projects provide the operational infrastructure necessary for the Continuum to function and support every HUD-funded project, they shall receive the highest funding priority whenever funding is available.

Tier 1 designation recognizes that HMIS and SSO-CE projects:

- Maintain HUD compliance.
- Improve system-wide performance.
- Support coordinated housing referrals.
- Improve data quality.
- Strengthen collaboration among providers.
- Improve housing stability.
- Support participant self-sufficiency.
- Enhance accountability for federal funding.

Tier 1 designation does not guarantee funding if HUD funding levels or federal requirements change.

Tier 2 – Housing and Service Projects

All remaining eligible renewal and new project applications shall be ranked according to their final score and based on community need. If funding remains available after all eligible project applications have been ranked and there is Continuum of Care Program funding for which no eligible applicant has applied, the Collaborative Applicant may submit an application for the remaining funding, consistent with HUD Continuum of Care Program regulations and the applicable Notice of Funding Opportunity (NOFO).

Projects shall be evaluated based upon:

- Project performance.
 - Permanent housing outcomes.
 - Housing stability.
 - Reduced returns to homelessness.
 - Financial and administrative capacity.
 - Community need.
 - Coordinated Entry participation.
 - HMIS compliance.
 - Alignment with current HUD Continuum of Care Program priorities.
-

7. Reallocation

The LCCoC may recommend reallocation of funding based upon objective criteria, including:

- Renewal Project exceeds Tier 1 allocation
- Failure to meet HUD performance standards.
- Persistent low project performance.
- Significant unresolved monitoring findings.
- Failure to participate in Coordinated Entry.
- Chronic HMIS data quality deficiencies.
- Failure to demonstrate measurable outcomes.
- Inability to effectively administer federal funding.

Prior to recommending reallocation, the LCCoC may provide technical assistance, establish corrective action plans, and monitor project improvement.

8. Appeals

Applicants may appeal ranking decisions only on procedural grounds.

Appeals shall:

- Be submitted in writing by the established deadline.
- Identify the alleged procedural error.



- Not introduce new information unavailable during the review process.

Appeal decisions shall be final.

9. Final Approval

The CoC Board shall review the final rankings for compliance with this policy.

The Board shall not rescore projects but shall verify that the established procedures were followed.

Approved rankings shall be submitted as part of the HUD Continuum of Care Consolidated Application.

10. Policy Review

This policy shall be reviewed annually and updated as necessary to reflect:

- Changes to HUD Continuum of Care Program regulations.
- Annual Notice of Funding Opportunity (NOFO) requirements.
- Updated HUD performance measures.
- Local system performance.
- Community needs.
- Recommendations from the Ranking and Review Committee or CoC Board.

The LCCoC may amend this policy at any time to remain consistent with federal requirements and to improve the integrity, transparency, and effectiveness of the local competition process.