



Thursday, August 3, 2023

**Lake County Continuum of Care General Meeting and Executive Committee Meeting
Agendas**

Meeting Location

Woodland Community College - 15880 Dam Rd Ext, Clearlake, CA 95422 – Host: Mary Wilson,
Housing Navigator Committee Chair
Hope Center -3400 Emerson St, Clearlake, CA 95422- Caressa Hearp- Live Experience Chair

General Membership Meeting Time:

3:00 P.M. Pacific Standard Time

Executive Committee Meeting Time:

4:30 P.M. Pacific Standard Time

Zoom Meeting Information:

Join Zoom Meeting

<https://us06web.zoom.us/j/4190113465?pwd=cE5zMnBmSTZWS2htMk0xa01hR0psUT09>

Meeting ID: 419 011 3465

Passcode: LCCoC

Phone: 669-900-6833

For the August Agenda Packet, please visit our website at www.lakecoc.org

1. Welcome

1.1 Reading of Vision Statement

2. Call to Order 3:14

2.1 Roll Call

	Present in Person	Present on Zoom	Not Present	Voting
Executive Committee				
Chair - Kimbralee Guerra				
Vice Chair - Vacant	X			
Government Official Chair - Bruno Sabatier	X			
Lived Experience Chair – Caressa Smith	X			

Equity – Vacant				
HMIS/CES – Heather Frawley	X			
Housing Navigators – Mary Wilson		X		
Interfaith – Debra Fiedler	X			
Performance Review – Holly Masterson	X			
Point in Time Count – Kara-Faye Ingram			X	
Strategic Planning – Ana Santana	X			
Stephen Carter, Scott Abbott Melissa Kopf	X			
American Red Cross -				
Shannon Kimbell-Auth Gabriella Perez	X			
Board of Supervisors -				
Supervisor Green	X			
Community at Large -				
Bonnie Blumenthal			X	
Barbara Christwitz			X	
Caitlen Murry		X - Late		
Darleene Holzapple			X	
Debra Feidler				
Delores Farrell			X	
Doreen Gilmore	X			
Janet Taylor			X	
Lily Woll			X	
Lorree Crandell			X	
Sheryl Almon			X	
City of Lakeport				
Nicholas Walker Kevin Ingram	X			
Department of Social Services -				
Lisa Faraco Rachael	X			
Employment Development Department -				
Chris Taliaferro	X			
Lake County Behavioral Health Services -				
Scott Abbott	X			
Nation Finest -				

Kate Mather		X		
North Coast Opportunities -				
Justin Gaddy Diana Morey		X		
Project Restoration -				
Ronni Duncan		X		
Scott's Valley Band of Pomo Indians -				
Tiffany Montiel Kerri Allen			X X	
Sunrise Special Services Foundation -				
Annie Barns			X	
Veteran's Affairs -				
Sandra Stolfi		X		
Woodland Community College -				
Mary Wilson		X		

2.2 Attendance Review –

- Supervisor Green made a motion to remove item 2.2 from the agenda pending approval of new bylaws.
- Supervisor Sabatier disagrees with Supervisor Green’s motion, approving moving item 2.2 down further in the agenda between items 4.2 and 4.3 instead.

2.3 Agenda Approval –

- Adjustment requested to today’s agenda to have attendance review follow conversation and voting on new bylaws.
- **Approved with amendments. Motioned by Supervisor Sabatier Second by Ana Santana**
Vote - Kimbralee Guerra - Yes, Bruno Sabatier – Yes, Debra Feidler – Yes, Caressa Smith – Yes, Heather Frawley - Yes, Holly Hena - Yes, Ana Santana - Yes, Shannon Kimbell-Auth - Yes, Bonnie Blumenthal - Yes, Caitlen Murry - Yes Doreen Gilmore - Yes, Janet Taylor - Yes, Nicholas Walker - Yes, Chris Taliaferro - Yes, Kate Mather - Yes, Justin Gaddy - Yes, Ronni Duncan - Yes, Mary Wilson - Yes, Stephen Carter – Yes.
- **Motion Passes**

2.4 Approval of August 3, 2023, Meeting Minutes Motion to approve minutes as proposed by Supervisor Sabatier Second by Heather Frawley.

- **Vote** - Kimbralee Guerra - Yes, Bruno Sabatier – Yes, Debra Feidler – Yes, Caressa Smith – Yes, Heather Frawley - Yes, Holly Hena - Yes, Ana Santana - Yes, Shannon Kimbell-Auth - Yes, Bonnie Blumenthal - Yes, Caitlen Murry - Yes Doreen Gilmore - Yes, Janet Taylor - Yes, Nicholas Walker - Yes, Chris Taliaferro - Yes, Kate Mather - Yes, Justin Gaddy - Yes, Ronni Duncan - Yes, Mary Wilson - Yes, Stephen Carter – Yes.

- **Motion Passes**

2.5 Reading of Conflict of Interest Statement

Add All participants

3. Public Comments

3.1 Open for Public Comments – 3 Minutes Each

- **Patrick Risen Chief -Lakeport Fire Protection District:** Encourages CoC to not get bogged down in the minutia of a meeting and all the formalities and brick walls that are thrown in front of us to solve this very complicated issue.
 - Law Enforcement and EMS should have a seat at the table, a
 - Law enforcement should be in the room and have a discussion, as we are talking about programs shelters, and grants, you need to include operations to give to safety services, and emergency services need to have a seat at the table
 - Emergency Services are not receiving reimbursement funds. Currently, a study is being conducted, and will bring those numbers to the next meeting.
 - Shelter concerns repeated calls with the hospital ½ a mile away.
 - There should be a transport service so that vital 911 priority services are not being overutilized and taken away from the rest of the community in the event of emergencies.
- **Chris Taliefero**– Update on Frick Hall, a building that houses supplies for homeless veterans. After the ribbon cutting in May of this year, 24 veterans have been helped with materials and/or supplies. Changing that to also any veterans who receive services, which have been about 75. Stand Down on September 20 and 21, flyers will be sent out, so if anybody wants a table at the Stand Down. Before COVID we saw 180 veterans in two days, last year we saw about 75. Our numbers should be up a bit more this year. Located at the fairgrounds in Lakeport.
- **Veronica S. - Attorney with Legal Services:** Wanted to share with everyone today that over the last few weeks, our office has been receiving many calls from older adults who have been scammed and need help. The effects of scams can be damaging to finances and credit which can lead to housing instability. Suggests directing anyone who has been scammed and needs to begin the recovery process to the Federal Trade Commission (FTC).
- **Ronnie Duncan:** Want to give a shelter update, full at Hope Center and Restoration House, but things change quickly so do not hesitate to refer people.

- **Derek Fiedler:** In a previous meeting it was announced that applications were being accepted for the BUILD program, wanted to say thank you to everyone who gave out referrals, and received 50 applicants for 6 positions.
 - **Teresa Kemp-Current Hope Center Resident:** Just want to say thank you to everyone for working on all these issues for the homeless.
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4. General Meeting

4.1 Action Items

- Vote on Membership Changes – New Members **Jalaina Cook Project Restoration Presentation Motion to accept membership by Heather Frawley, Seconded by Supervisor Sabatier**
 - **Vote** - Kimbralee Guerra - Yes, Bruno Sabatier – Yes, Debra Feidler – Yes, Caressa Smith – Yes, Heather Frawley - Yes, Holly Hena - Yes, Ana Santana - Yes, Shannon Kimbell-Auth - Yes, Bonnie Blumenthal - Yes, Caitlen Murry - Yes Doreen Gilmore - Yes, Janet Taylor - Yes, Nicholas Walker - Yes, Chris Taliaferro - Yes, Kate Mather - Yes, Justin Gaddy - Yes, Ronni Duncan - Yes, Mary Wilson - Yes, Stephen Carter – Yes.
 - **Motion Passes**
- **Jaime Aldana Community at Large Lived Experienced Member** – Not Present.
- **Theresa Anne Kemp Community at Large Lived Experienced Member.**
- Vote on Supervisor Sabatier serving in the Vice Chair Position
 - Supervisor Green: Questions Supervisor Sabatier as Vice Chair stating he is part of the Administrative Entity.
 - Clarification on Kimbralee Guerra is Interim Chair and Supervisor Sabatier’s term would end in January when we hold elections for new chair positions.
 - Motioned by Heather Frawley to vote for Bruno Sabatier as the INTERIM Vice Chair of the COC.
 - Seconded by Pastor Shannon Kimble-Auth
 - Vote with a note from Supervisor Green entered into the minutes.
 - **Vote** - Kimbralee Guerra - Yes, Bruno Sabatier – Yes, Debra Feidler – Yes, Caressa Smith – Yes, Heather Frawley - Yes, Holly Hena - Yes, Ana Santana - Yes, Shannon Kimbell-Auth - Yes, Bonnie Blumenthal - Yes, Caitlen Murry - Yes Doreen Gilmore - Yes, Janet Taylor - Yes, Nicholas Walker - Yes, Chris Taliaferro - Yes, Kate Mather - Yes, Justin Gaddy - Yes, Ronni Duncan - Yes, Mary Wilson - Yes, Stephen Carter – Yes.
 - **Motion Passes**

4.2 Committee Chair Remarks or Updates

- Bylaws Review:
 - Discussion on By-Laws with a few changes from County Council. Changes need to be discussed with an amendment. Suggestion to add California to Brown Act.

- Disagreement raised with Committees not being required to follow the Brown Act.
- Discussion to make annual bylaw review a standing item. (added to the bottom of agenda template as a note)
- **Motion to accept bylaws with amendments discussed by Bruno Sabatier Second by Chris Taliaferro**
- **Vote** - Kimbralee Guerra - Yes, Bruno Sabatier – Yes, Debra Feidler – Yes, Caressa Smith – Yes, Heather Frawley - Yes, Holly Hena - Yes, Ana Santana - Yes, Shannon Kimbell-Auth - Yes, Bonnie Blumenthal - Yes, Caitlen Murry - Yes Doreen Gilmore - Yes, Janet Taylor - Yes, Nicholas Walker - Yes, Chris Taliaferro - Yes, Kate Mather - Yes, Justin Gaddy - Yes, Ronni Duncan - Yes, Mary Wilson - Yes, Stephen Carter – Yes.
- **Motion Passes**

- HMIS/CES – Heather Frawley – HUB Update
 - 301 active clients in the HUB.
 - All entered have the CoC Vulnerability Assessment for CES. vulnerability assessment works to get connected to a Housing Navigator.
 - Will send this report out to committee members.
 - Discussion on doctors entering information into the HUB. Stated that Primary Care Providers have access to the HUB with patient consent.
 - Adventist Health has worked diligently in the past few years to close healthcare gaps in the system. The physician refers them to our team and then they are put into HMIS. People also have the right to refuse services
 - Doctors who are members of the HUB can see HUB information.
 - Probation is very interested in getting this software and becoming involved with the HUB.
- Interfaith – Debra Feidler
 - We met in June. We have talked a long time about getting a survey out to the Churches. We hope to bring in some good data as far as what each church is currently doing and what they are projecting that they might be able to do in the future, and temporary winter housing.
- Performance Review – Holly Masterson - Performance Review Update
 - Melissa and I have been working together and will be sending out a Survey Monkey survey asking who would like to participate.
- Point in Time Count – Kara-Faye Ingram – PIT Update
 - Melissa Kopf 2023 PIT Presentation. Posted on the CoC website.
 - Discussion on difficulties in counting at encampments due to law enforcement.
 - Discussion on Stormes in the past affecting our PIT numbers.

- Discussion on Hospitals, McKinney Vento, and other data types that we can use as a CoC but not necessarily for the PIT.
- Strategic Planning – Ana Santana
 - Next meeting date will be posted on the CoC website.

4.3 Administrative Reports

- RFP for permanent shelter failed. The Executive Committee decided to fly the RFP again. The Grant Selection Working Group made improvements to the RFP. A new RFP has been released this week. It is on the COC and County websites.
- Making some changes, some things are defined more carefully and using a different process as far as accepting proposals. A new application will be sent to the Executive Committee for review. Would like it to be available by next Monday.
- Potential FY 2023 HUD CoC Competitive Application Presentation.
 - CoC estimated annual renewal demand report presented.

Adjourned General Meeting

5. Executive Committee Meeting

6. Roll Call

Executive Committee	Present in Person	Present on Zoom	Not Present	Voting
Chair - Kimbralee Guerra				X
Vice Chair - Vacant	X			
Government Official Chair - Bruno Sabatier	X			X
Lived Experience Chair – Caressa Smith	X			X
Equity – Vacant				
HMIS/CES – Heather Frawley	X			X
Housing Navigators – Mary Wilson		X		X
Interfaith – Debra Fiedler	X			X
Performance Review – Holly Masterson	X			X
Point in Time Count – Kara-Faye Ingram			X	
Strategic Planning – Ana Santana	X			X
Scott Abbott - Administrative Entity	X			
Melissa Kopf – Secretary	X			

7. Standing Reports

- HMIS/CES Monthly Data
 - Melissa Kopf presented the HMIS data report. July numbers should be done and sent out to the executive board by next week.
- Budget and Financial Reports

- Discussion on how to compile and break down financial and budget reports to align with county methodology. Need to separate where the funds come from and where they go.

7.1 MOU between COC and County – Review

- Need a resolution brought to BOS, motioned, and seconded, approved.
- Discussion on the difference between the CoC being a 501 (c) 3 and an unincorporated association of interested parties.
- Tabled to address financial responsibility, establish clearer CoC responsibilities, and staff.

7.2 CoC Insurance

- **Scott to research CoC Insurance.**

8. Adjournment – Meeting adjourned.

Annual Agenda Items Notes

August Meeting – By-Laws Review Approve/Reject