



**Monday, July 10, 2023**

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

**Meeting Location**

Lake County Behavioral Health Services - 6302 Thirteenth Ave Lucerne CA, 95458 – Administrative Entity

Join Zoom Meeting

<https://us06web.zoom.us/j/89097119070?pwd=WVdjc0d1aGNjNjllYTd3bjRlZnNwZz09>

Meeting ID: 890 9711 9070

Passcode: LCCoC

Phone 16699006833

**Meeting Time**

4:00 PM Pacific Standard Time

**Welcome**

1. Call to Order

Supervisor Sabatier Motions to accept Heather Frawley and Caressa Smith to use their emergency use as per the reason they provided and they are allowed to help us in our quorum and vote in today's session.

Seconded by Ana Santana

Heather Yes, Caressa Yes, Supervisor Sabatier Yes, Ana Yes, Kim Yes,

<i>Executive Board Position</i>	<i>Voting Member</i>	<i>Name</i>	<i>Role Call</i>		<i>Voting</i>
			<i>Present</i>	<i>Not Present</i>	
Chair	X	Kimbralee Guerra	X		X
Vice Chair	X	Vacant		X	
Lived Experience Representative	X	Caressa Hearp	X – in Zoom Health Emergency		X
<i>Secretary/Administrative Entity</i>	<i>(Non-Voting)</i>	Melissa Kopf	X		
<i>Administrative Entity</i>	<i>(Non-Voting)</i>	Scott Abbott	X		
Point In Time Committee Chair	X	Kara-Faye Ingram	X		X
Strategic Planning Committee Chair	X	Ana Santana	X		X
HMIS/CES Committee Chair	X	Heather Frawley	X – in Zoom Health Emergency		X
Interfaith Committee Chair	X	Debra Fiedler	X		
Performance Evaluation Committee Chair	X	Holly Masterson		X	
Housing Navigation Committee Chair	X	Mary Wilson		X	
Equity Advisory Committee Chair	X	Vacant		X	
Government Official	X	Bruno Sabatier	X		X
	<b>11 out of 13</b>	<b>2 Positions Vacant</b>	<b>9</b>	<b>4 including vacant positions</b>	<b>6</b>

Others in attendance – In Zoom: Community, Ronni Duncan  
In-person: Unknown

2. Reading of Conflict of Interest Statement read by Interim Chair Kimbralee Guerra

3. Approval of the Agenda Motioned by Supervisor Sabatier, Seconded by Ana Santana

Caressa Yes, Heather Yes, Kara-Faye Yes, Supervisor Sabatier, Ana Yes, Kimbralee Yes

4. Public Comment Heather requests for Community in the Zoom Room to identify who they are. Supervisor Sabatier states that this is a public meeting and they can remain anonymous if they want to.

5. Presentation: Final tally of scores by the Grants Selection Working Group, Scoring Rubric, and Supplemental Questions in response to applications to RFP for Ongoing Emergency Shelter in Lakeport shared by Scott Abbott. (See the last 3 pages of the minutes.)

6. Discussion on the 3 applicants, Quadruple Threats, Sunrise, and SWIM (Solano Women in Medicine) the first initial scores not reaching the minimum of 80%. An email was sent to each applicant to request additional answers to the questions on the scoring rubric. Sunrise received the highest score. Discussion on the other applicant Quadruple Threat not meeting the minimum 80% application score. Discussion on the amount the scores increased after answering the Supplemental Questions. Discussion on the limitations of reviewing the applications as a board based on the quality of the application vs the quality of services already provided. Discussion on the difficulty to evaluate because of previous experience with the application process could be giving an advantage to the application process. Discussion on the vetting process and all organizations have everything that is required. Discussion on the

variations between the scoring and a request to see all the scoring rubrics from each judge, names will be blacked out. Discussion on Quadruple Threats and the services they provide, and staff background. Discussion on if the Executive Committee can reject what the Grant Selection Working Group is recommending. Analyzation of the scoring by the Executive Committee. Discussion on the Equity analysis of the applicants. Concerns were raised about accepting the highest-scored applicant based on their past performance and current performance and the discrepancies with the scores for their applications based on what their actual performance has been. Proposed to do an extension to the BOS of the shelter on the current shelter. Discussion on the agency having experience on grant writing and that giving them an edge. Discussion on Sunrise getting new staff and how much that played into the scoring. Question on the liability of the CoC for the current agency running the shelter. Discussion on waiting until the independent audit before approving Sunrise as the agency to be awarded the grant allocation for the shelter and extending the current contract for 30 days until the Executive Committee can make its final decision.

7. Action Item: Vote to Accept or Reject Recommendation of Award by Grants Selection Working Group for the Ongoing Emergency Shelter in Lakeport – Motion by Caressa Smith to wait on voting pending audit of Sunrise Special Services Foundation for the Overnight Emergency Shelter, Supervisor Sabatier seconds.

Caressa Yes, Heather Yes, Supervisor Sabatier Yes, Kara-Faye yes, Kimbralee Yes, Ana Yes.

8. Comments and Announcements - Executive Committee to meet on Monday, July 17th to vote to extend the Overnight Emergency Shelter contract with Sunrise Special Services. This will allow for additional time to make a final decision on the applicants.

Discussion on email about Brown Act Compliance with the question as to if the RFP process is possible due to the CoC and lack of a Governance Charter or under an authorized business entity. Discussion on the RFP approval and extension of the contract by the Executive Committee Board and BOS. The Administrative Entity already reached out to Lake CoC's HUD representative and Homebase TA for supporting documentation stating we are already a registered CoC with HUD and that LCBHS is the Administrative Entity for the Lake County CoC.

A statement that there needs to be a quorum in one public location per the Brown act.

9. Adjournment