Lake County Continuum of Care General Meeting Agenda

Date: February 6, 2025
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

Zoom Meeting Information:
https://us06web.zoom.us/j/4190113465?pwd=cE5zMnBmSTZWS2htMk0xa01hR0psUT09
Meeting ID: 419 011 3465
Passcode: LCCoC
Phone: 669-900-6833

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 Zoom	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Doreen Gillmore	X		
Lived Experience Chair – Dustin Lawson			X
HMIS/CES Chair – Heather Frawley		X	
Interfaith Chair – James Murdock	X		
Performance Review Chair – Caressa Smith	X		
Point in Time Chair – Shannon Kimbell-Auth			X
Rachael Parsons	X		
Strategic Planning Chair – Ana Santana	X		

Government Official Chair - Vacant			
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met -			
American Red Cross			
Shannon Kimbell-Auth			X
Gabriella Perez			X
Any Positive Change			
Annunziata J.P. van Voorene			X
Linda Hatfield			X
Board of Supervisors			
Vacant			
AHCL Coordinated Entry			
Heather Frawley			
Christina Dalro		X	
Community at Large			
Barbara Christwitze		X	
Caitlen Murry			X
Janet Taylor			X
Debra Feidler			X
City of Lakeport			
Kevin Ingram			X
Department of Social Services			
Rachael Parsons	X		
Lisa Faraco		X	
Hope Center			
Caressa Smith (See Executive Committee)			
Lake County Behavioral Health Services			
Elise Jones			X
Lake County Community Foundation			
Annette Kamaloni		X	
Lake County Health Services			
Leila Romero		X	
Mendocino Health Clinic			

Ben Anderson		X	
Nation Finest			
Kate Mather		X	
North Coast Opportunities			
Justin Gaddy			X
Probation			
Meredith Noyer	X		
Wendy Mondfrans	X		
Project Restoration			
Ronni Duncan		X	
Redwood Community Services			
Kimbralee Guerra	X		
Scott's Valley Band of Pomo Indians			
Tiffany Montiel			X
Summer Walker	X		
Supporting Bright Futures			
Angelique Cole		X	
Sunrise Special Services Foundation			
Annie Barns		X	
Nancy Hernandez			X
Woodland Community College			
Mary Wilson			X
Veterans Affairs			
Diana Gutierrez		X	

2.2 Attendance Review: None
2.3 Additions or Changes to the Agenda
2.4 Approval of January 9, 2025, Minutes

2.4.1 Motion by Doreen Gillmore
2.4.2 Second, by Heather Frawley.
2.4.3 Voting - Unanimous

2.5 Conflict of Interest

3. Public Comments:
3.1 Open for Public Comments – 3 Minutes Each

3.1.1 AHCL is working on an MOU to add a community health worker to close the gap for students with housing navigation in Lucerne.
3.1.2 We are out of warm supplies. People are soaking and freezing. If anyone has warm clothing, blankets, socks, and shoes, we will take them to the Hope Center.
3.1.3 Probation and the Peer Support Centers have supplies if an AHCL staff can pick the supplies up.
3.1.4 There is a little unpredictability through the federal gov. It's up for grabs currently. We will let you all know asap if anything changes.

4. **Action Items:**
4.1 Voting Membership Changes (New Members/Officers)
4.1.1 Diana Morey – Hospice Services of Lake County/Lake Palliative Care – Tabled

4.1.2 Change in RCS Harbor on Main Primary Voting Member and Alternate Voting Member Kimbralee Guerra to Justin Perez – Presentation given
4.1.2.1 Motion to approve by Heather Frawley.
4.1.2.2 Second, by Caressa Smith
4.1.2.3 Voting – Unanimous

4.1.3 Maria Petterle – Community Member - Presentation given.
4.1.3.1 Motion to approve by Caressa Smith
4.1.3.2 Second, by Heather Frawley
4.1.3.3 Voting – Unanimous

4.1.4 Michele Basile – Community Member - Presentation Given.
4.1.4.1 Motion to approve by Ana Santana
4.1.4.2 Second, by Ben Anderson.
4.1.4.3 Voting – Unanimous

4.1.5 George McKissick – Community Member - Presentation was given.
4.1.5.1 Motion to approve by Heather Frawley.
4.1.5.2 Second, by Caressa Smith
4.1.5.3 Voting – Unanimous

4.1.6 Timothy Cantrell – Community Member - Presentation Given.
4.1.6.1 Motion to approve by Heather Frawley.
4.1.6.2 Second, by Doreen Gilmore.
4.1.6.3 Voting – Unanimous

4.1.7 Brad Rasmussen Membership – Presentation Given.
4.1.8 Motion to approve by Heather Frawley.
4.1.9 Second, by Ben Anderson.
4.1.10 Voting - Unanimous
4.1.11 Request for Nominations for Governmental Official Representative – Brad Rassmussen has bee nominated. The vote will take place at the March General Meeting.

Action Item - Reach out to those that are absent and ask if they are still interested.

5. **Presentations:**

6. **Committee Updates:**

6.1 HMIS/CES – Heather Frawley

6.1.1 We have been working on reconciling the HUB, CES project data. This is connected to the By-Names list. We are removing those who have housing. Christina has been working with Lake County Behavioral Health to get a vulnerability assessment done for Pallesen's place. If you need to have an appointment, our emails have a place to schedule a meeting with us.

6.1.2 Melissa – I am still working on cleaning up data for HDIS and System Performance Measures. Our HMIS contractor just received his admin license. I have sent an email to discuss the needs for these reports.

6.1.3 Doreen – Will they be able to get the Vulnerability Assessment in CES?

6.1.4 Melissa – I have that request in the email to the contractor as well.

6.1.5 Carrie - How long are v-tool assessments good for? Case managers and clients can update their v tool at any time by contacting Heather or Christina. They have scheduling links at the bottom of their email. If it's an update, you can call the HUB hotline to do a quick update.

6.1.6 Ronni This is why it is important to use the HUB because we have the update there.

6.2 Interfaith – J Murdock

6.2.1 Met with faith leaders in January about working on the laundry mat cards. This has caused a pause among the Faith Leaders. The discussion went from Laundry Mat cards to the collection plates for having them refilled to churches being warming centers. I was not expecting this.

6.2.2 I reached out to the Adventist Health Administration and got the okay. Now the cards are in the process of being filled. We are purchasing them and bringing them to the projects supporting homelessness around the lake.

6.2.3 Next Monday is our quarterly committee meeting. We are trying to expand what we are doing with the churches.

6.2.4 We purchased a new shuttle for a grief support group. The main attendees are at Hope Center and Restoration House. I have flyers. I want to make sure we get the flyers and laundry mat cards to the Peer Support Centers.

Action Item – Send a digital copy of the Greif Support Group to Melissa, post it to the website, and send it out to members.

6.2.5 Discussion on what the CoC can do to help replenish the cards.

6.3 Performance Review – Caressa Smith

6.3.1 Performance Review met before PIT. There are two (2) agencies left from the backlog of reviews. The committee decided to wait until after the PIT to send out the letters to these two (2) agencies. We decided we needed to focus on PIT.

6.3.2 We have created an agenda for the Feb meeting. We will be reviewing our equity questions and scoring for the reviews. Melissa is creating a new spreadsheet for data reviewing. The final data reviews will go onto the CoC website for transparency.

6.3.3 RRH w/CES Announcement – Doreen Gillmore

6.3.3.1 We have the Request for Proposal (RFP) for Rapid ReHousing w/Coordinated Entry Requirements on the website. The RFP is under the Funding Opportunity drop-down on the website.

6.3.3.2 Everyone interested in applying for this to go to the website. It is $527,000. This is a local grant from the HHAP, Homeless Housing Assistance and Prevention, rounds 3 and 4, and HHIP, Homeless Housing Incentive Program.

6.3.3.3 The applications are Due February 24, and interviews are on March 3.
6.3.3.4 The grant has a Coordinated Entry requirement.

6.3.4 ESG Press Release Announcement – Melissa Kopf
6.3.4.1 I put the RFP and Press Release links in the chat.
6.3.4.2 The Emergency Solutions Grant is funding that the State sends out annually. This grant is for several project types. Our CoC has decided we want this grant to fund Rapid ReHousing.
6.3.4.3 The CoC flew the Rapid ReHousing and Emergency Solutions Grant close together to provide greater funding opportunities.
6.3.4.4 The Emergency Solutions Grant has a 100% match. What the Match means is agencies awarded must match the funding from the state. The Rapid ReHousing Grant allows agencies to have Match funding.
6.3.4.5 Historically, the Emergency Solutions Grant has been both competitive and non-competitive. This year, the state changed this because the state was not receiving many applications for competitive funding. The funding is for three (3) years totaling $805,980.00. The breakdown for the annual allocation is on the CoC website.
6.3.4.6 Between the 2 funding opportunities, an agency is looking at a good chunk of funding for Rapid ReHousing services for the community. Both applications have the same timeline.
6.3.4.7 The Emergency Solutions Grant application is directly with the state of California through their grant portal, eCIVIS. The eCIVIS application is required for our CoC application through Good Grants in PDF format.
6.3.4.8 The application in Good Grants has the same questions for both the Rapid ReHousing w/CES and Emergency Solutions Grant. There is one question asking which grant you are applying for. This will give the Grant Selection Working Group the information needed to determine which funding an agency is applying for.
6.3.4.9 Yesterday we had our Q&A. We had a few agencies attend. We know there is interest.

6.3.5 Discussion on the two grants totaling over a million dollars and the ability to use CalAim finding for services for case management.
6.3.6 Discussion on the process of applying for funding through Good Grants. The Emergency Solutions Grant requires a letter of recommendation from the CoC. To get the recommendation, the applicant needs to apply through Good Grants. This includes the application from eCIVIS which is the state application portal.

6.4 Point in Time Count – Shannon Kimbell-Auth – Not Present
6.4.1 Point in Time Debrief –
6.4.1.1 Discussion on the numbers that appeared lower than last year. Possible impacts on the numbers include missing the count for large areas of Lake County, beautiful weather, and the Tribal count.
6.4.2 Point-in-Time Count Preliminary Numbers – Tabled until next month.

6.5 Strategic Planning – Ana Santana
6.5.1 2024 Strategic Plan Goal Report
6.5.1.1 We sent out the Strategic Plan Report. We are doing well with our Strategic Goals. Lots of accomplishments this year. We still have the second half of the 2-year plan to continue accomplishing our goals.

Action Item – Post the 2-year plan to the minutes for this meeting.

6.5.1.2 Action Item - Post the 2-year report on the website.

6.6 Administrative Entity Reports – Scott Abbott/Elise Jones/Christine Andrus/Melissa Kopf

6.6.1 Our HMIS Contracted Provider reached out to us today. It expired on January 1, 2025. We have been trying to extend the contract for the last year.

6.6.2 I received monthly expenses for Xamitan. The average monthly expense is $55,000 a month. The budget is $75.000 a month.

6.6.3 Discussion on what the expenses will look like because it's a 3-year contract. Hoping to maybe move to open for other services. Discussion on possibly allowing for an extension of the contract.

Action Item – Breakdown of what a savings of $20,000 over 3 years look like.

6.6.4 HMIS 2024 Data – See Agenda Packet

7. Shelter Updates: Bruno Sabatier read updates provided by shelter providers through email.

7.1 AHCL

7.1.1 Hope Center

7.1.1.1 At capacity with 21 beds full.

7.1.2 Restoration House

7.1.2.1 At capacity with 11 beds full.

7.1.3 CalAim Housing - In January our Community Health programs at Adventist hit 100 people housed since we initiated Cal Aim Community Supports.

7.1.3.1 We ask that people send referrals through the Pathways Hub to any of our programs including our community-based housing navigation and housing sustaining/tenancy support.

7.1.3.2 We have 3 Housing Navigators dedicated to providing this service in the community.

7.2 The NEST

7.2.1 5 families at the NEST. This includes 5 mothers; 1 father and 6 children. (this count includes one mom and child expected to intake today)

7.2.2 The NEST provides several Life Skills training courses to our clients throughout the month. Our families take an active role in planning and implementing their individualized program and the services offered are designed to help our parents make a successful transition to self-sufficient living and successful parenting.

7.2.3 Currently, we have a room available for a single pregnant parent or with a small child.

7.3 Scotts Valley –

7.3.1 In process with updates soon. Our Board of Directors needs to be 50% of non-interested parties. This means the Tribal Council can't be the Board of Directors. We are looking for help.

7.3.2 Discussion on the CoC assisting as the Board of Directors for Scott's Valleys program.

7.3.3 Request for a presentation in March.

7.4 Supporting Bright Futures

7.4.1 10 Men’s beds at $650 per month – No pets
7.4.2 3 Women’s beds at 550 per month - $100 per month to add a small pet
7.4.3 Everyone here can email me directly or call my cell phone
My website has our phone number if you forget it!
www.supportingbightfutures.com
Angelique Cole
angeliquecole@ymail.com
7.4.4 April Presentation: I will show up in person to bring it back to the houses.

7.5 Xamitin Haven
7.5.1 Xamitin Haven has 35 guests we are currently full. 15 women beds and 20 male beds.
7.5.2 We do intake Monday – Thursday from 1 pm to 3 pm in person or by phone at 707-513-3095.
7.5.3 We provide ECM services and Housing Navigation to our shelter guests and the community.
7.5.4 You can submit a referral online at RedwoodCommunityServices.org or Call 707-394-5377 and someone will return your call with any questions or concerns.

8. Adjournment:

Lake County Continuum of Care Executive Committee Meeting

February 6, 2025

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.

All Lake County Continuum of Care Executive Committee Voting Members are required to attend in person per the Brown Act.

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

Zoom Meeting Information:
https://us06web.zoom.us/j/4190113465?pwd=cE5zMnBmSTZWS2htMk0xa01hR0psUT09
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1. Call to Order:
   1.1 Roll Call

Voting Executive Committee Member	In Person	On Zoom	Absent
Chair – Bruno Sabatier	X		
Vice Chair – Doreen Gillmore	X		
Lived Experience Chair – Dustin Lawson			X

HMIS/CES Chair – Heather Frawley		X	
Interfaith Chair – James Murdock	X		
Performance Review Chair – Caressa Smith	X		
Point in Time Chair – Shannon Kimbell-Auth			X
PHA Chair - Rachael Parsons	X		
Strategic Planning Chair – Ana Santana	X		
Government Official Chair - Vacant			
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met - Y			

1.2 Additions or Changes to the Agenda - None

1.3 Approval of November 1, 2024, Meeting Minutes - Tabled
1.4 Approval of November 7, 2024, Meeting Minutes - Tabled

1.5 Approval of January 9, 2025, Meeting Minutes

1.5.1 Motion to approve January 9, 2025, Meeting Minutes by Racheal Parsons.
1.5.2 Second, by Ana Santana.
1.5.3 Roll Call - Bruno Sabatier, yes, Doreen Gillmore, yes, Heather Frawley, yes, James Murdock, yes, Caressa Smith, yes, Rachael Parsons, yes, and Ana Santana, yes.

1.6 Conflict of Interest – Statement given by Chair Bruno Sabatier.

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2. Public Comments
   2.1 Open for Public Comments – 3 Minutes Each
   2.2 None

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3. Monthly Financial Review
   3.1 Grant Spreadsheet Review
   3.1.1 Financial Review of Agenda Packet.
   3.1.1.1 The LCCoC has 3.2 million remaining total. Behavioral Health has 1.86 million remaining. The top number on the spreadsheet is what has been spent. The Excel spreadsheet has comments for the cells with the allocated amounts.

Action Item – Add Financial Review Excel Spreadsheet to March agenda packet.

3.1.1.2 Discussion on getting the spreadsheet onto the website. There are instructions to figure out how to get it up on the website.

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4. Executive Reports/Action Items
   - 4.1 By-Laws addition – Adding City officials to the Executive Committee – Doreen Gillmore
     - 4.1.1 We have a Board of Supervisors on the committee. We also have two cities that are not on the Executive Committee. Do we want to expand to add both cities?
     - 4.1.2 Clearlake has an interested person for a Chair position. If there is interest from Lakeport, then we will bring it back.

Action Item – Bruno Sabatier to talk to the city of Lakeport to see if there is interest to participate on the Executive Committee.

4.1.2.1 Discussion on the process to make changes to the Bi-Laws.

- 4.1.3 Discussion on the committee executive chair positions and quorum. Discussion on the jurisdiction of a county BOS vs and city official. Discussion on Tribal representation on the Executive Committee, wanting the representation on the executive committee but needing to keep the quorum. If there is interest from any tribe, we will add the specific tribe chair position at that time.
- 4.1.4 Discussion revisited on the process to amend the By-Laws to change the Governmental Representative to Board of Supervisors Chair and the two (2) Incorporated City Chair Positions to the Executive Committee.
- 4.1.5 Discussion on additions to the By-Laws for growth to the Executive Committee as more jurisdictional representation is interested.
- 4.1.6 Discussion on adding Youth with Lived Experience to the Executive Committee.

- 4.2 Prevention and Diversion Discussion
  - 4.2.1 The Grant Working Group requests information from the executive committee.
    - 4.2.1.1 Bruno Sabatier is meeting with the county Public Defender (PD) office tomorrow. We are trying to figure out how the PD can help us with eviction mitigation. We are getting a proposal from the PD's office. We will take it back to the CoC to start a discussion then bring the proposal to the executive or grants team on what is being offered.
    - 4.2.1.2 Discussion on Legal Services helping with prevention of eviction based on their case load.
    - 4.2.1.3 Discussion on what funding would support.

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5. Adjournment 4:38 PM