



## Lake County Continuum of Care General Meeting Minutes

**Date:** November 7, 2024

**Time:** 3:00 P.M.

**Meeting Location:**

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

**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

**Agenda Packet:**

Please visit our website at [www.lakecoc.org](http://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

<b>Voting Executive Committee Member</b>	<b>In Person</b>	<b>On Zoom</b>	<b>Absent</b>
Chair – Bruno Sabatier			
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 – Holly Hana	X		
Point in Time Chair – Vacant			
Strategic Planning Chair – Ana Santana			X

Government Official Chair - Nicolas Walker	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met			
<b>American Red Cross</b>			
Shannon Kimbell-Auth			X
Gabriella Perez			
<b>Any Positive Change</b>			
Annunziata J.P. van Voorene			
Linda Hatfield		X	
<b>Board of Supervisors</b>			
Supervisor Michael Green			X
<b>AHCL Coordinated Entry</b>			
Heather Frawley		X	
Christina Dalro			X
<b>Community at Large</b>			
Barbara Christwitze			X
Caitlen Murry			X
Janet Taylor	X		
<b>City of Lakeport</b>			
Kevin Ingram			X
<b>Department of Social Services</b>			
Rachael Parsons	X		
Lisa Faraco		X	
<b>Hope Center</b>			
Caressa Smith		X	
<b>Lake County Behavioral Health Services</b>			
Elise Jones			X
<b>Lake County Community Foundation</b>			
Annette Kamaloni		X	
<b>Nation Finest</b>			
Kate Mather		X	
<b>North Coast Opportunities</b>			

Justin Gaddy	X		
<b>Probation</b>			
Meredith Noyer	X		
Wendy Mondfrans			X
<b>Project Restoration</b>			
Ronni Duncan			X
<b>Redwood Community Services</b>			
Kimbralee Guerra			X
<b>Scott's Valley Band of Pomo Indians</b>			
Tiffany Montiel			X
<b>Supporting Bright Futures</b>			
Angelique Cole		X	
<b>Sunrise Special Services Foundation</b>			
Annie Barns			X
Nancy Hernandez			X
<b>Woodland Community College</b>			
Mary Wilson		X	
<b>Veterans Affairs</b>			
Diana Gutierrez			X

2.2 Attendance Review: Michale Green. Melissa to reach out

2.3 Additions or Changes to the Agenda Motion to approve Rachael Parsons Seconded by Scott Unanimous

2.4 Approval of October 3, 2024, Minutes Motion to approve Heather seconded Holly unanimous

2.5 Conflict of Interest

**3. Public Comments:**

3.1 Open for Public Comments – 3 Minutes Each

3.1.1 Turkey dinner at Circle and Big Oak. Harbor on Main will have

**4. Action Items:**

4.1 Voting Membership Changes (New Members/Officers)

4.2 Nomination for Point in Time Chair – Email Shannon to nominate and send Rachal an invite to PIT meeting

4.3 Governing By-Laws approval – Doreen Gilmore

4.3.1 Overview of the voting requirements of voting on Bylaws and Governance Charter.

4.3.2 Request for any changes. Rachael requests to wait for 30 days and approve e next month.

## 5. Presentation:

5.1 Transition Aged Youth Program From Foster Care – Department of Social Services  
See presentation

## 6. Committee Updates:

6.1 HMIS/CES – Heather Frawley –

6.1.1 Still working on revamping V-Tool. We are almost done. Then we will figure out how to get it changed in HMIS.

6.1.2 Stats given

6.1.3 Increase in elderly.

6.1.4 HN meeting regularly – working on our contact info. We are getting phone numbers updated. We will be submitting a proposal to the subcommittee for a card stock with numbers.

6.1.5 Landlord tracking – created a sheet to tack and have available to landlords

6.2 Interfaith – J Murdock

6.2.1 Revamp of the committee

6.2.2 Where the Committee is and what it is made of. 5 members all Christian and Caucasian.

6.2.3 Requests to Edgar for farm laborers, Tribal members, catholic POZ, and Buddhist members. We are trying to expand.

6.2.4 Looking at creating a project to load up cards for laundry. 2 of 7 I have contact with.

6.3 Performance Review – Holly Hana

6.3.1 Reviewed Sunrise, recommendation to the executive committee. 600 errors in Sunrise and melissa will be working on them because the LSA is due next week. We have BH, NCO, and WWHH, and then we will be caught up.

6.3.2 Grant working group – the Executive committee recommended CoC Builds.

6.3.3 Prevention funding will be recommended to the executive committee today.

6.3.4 ESG will be coming up next Month

6.4 Point in Time Count – Shannon is already leading away.

6.5 Strategic Planning – Ana Santana

6.5.1 Gaps analysis, errors were found, and we are getting the errors corrected. Approving this month and approving next month.

6.5.2 Prevention – Bis issue for the gaps. We are going to utilize the HHIP funding. We need to meet with the Public Defender's office to discuss what it will look like to help prevent evictions.

6.5.3 Discussion on conservatorship.

6.5.4 Prevention is more geared to helping for 3 to 6 months to help with services and resources to improve their lives so they can sustain housing.

6.6 Administrative Entity Reports

6.6.1 S.O.A.R Certification – Scott Abbott

6.6.1.1 Discussion of getting staff SOAR certified. I am looking at Peer Support Center to get certified.

6.6.1.2 HDAP funding can assist with resources for housing.

6.6.1.3 Anyone who collects CEUs, SOAR offers 20 CEUs.

6.6.1.4 Project-based vouchers. Can we build housing and have them pay for themselves through Project Based Vouchers?

6.6.2 System Performance Measures and HMIS – Melissa Kopf

**7. Shelter Updates:**

7.1 Hope Center -

7.2 The NEST - Absent

7.3 Project Restoration - Absent

7.4 Xamitin Haven – Full at 35. M-TH intake 2 to 3 pm. HN is working to build relationships with landlords. Roommate painting. ECM supports for help. Tim with NA to provide meetings. Literacy meeting every week. HMIS data screening and bed logs to HMIS person to get data uploaded. No complaints from neighbors.

**8. Adjournment: 4:33 PM**

DRAFT



## Lake County Continuum of Care Executive Committee Meeting

November 7, 2024

**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](http://www.lakecoc.org)

#### **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

**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. Call to Order
    - 1.1 Roll Call

<b>Voting Executive Committee</b>	<b>In Person</b>	<b>On Zoom</b>	<b>Absent</b>
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 – Holly Hana	X		
Point in Time Chair – Vacant			
Strategic Planning Chair – Ana Santana			X
Government Official Chair - Nicolas Walker	X		
Secretary - Melissa Kopf (non-voting)		X	
Administrative Entity - Scott Abbott	X		
Quorum Met Y			

1.2 Additions or Changes to the Agenda Add PIT Count Banner added to the agenda Nick Doreen Unanimous

1.3 Approval of October 3, Minutes Motion to approve by Heather Seconded by Doreen Unanimous

1.4 Conflict of Interest

## 2. Public Comments

2.1 Open for Public Comments – 3 Minutes Each

2.1.1 No Comment

## 3. Monthly Financial Review

3.1 Nothing to report

## 4. Executive Reports/Action Items

4.1 Lived Experience Compensation

4.1.1 The Lived Experience group put together the recommendation on compensation.

4.1.2 This will be a 1099 contracted compensation

4.1.3 Request to have a template invoice so the Lived Experience person just fills it out.

4.1.4 Discussion on funding and where it will come from.

4.1.5 \$15K of admin funds.

4.1.6 Motion to approve Doreen Seconded Heather Frawley, Unanimous

4.2 Recommendation from Grant Selection Working Group

4.2.1 Prevention Diversion Program recommendation from Grant working group.

4.2.1.1 The Grant Working Group recommendations for the Request for Proposal include the following:

(1.) The recommendation of providing Financial Literacy, to include renters' rights, having a signed lease, importance of receipts, etc.,

- (2.) Emergency one time assistance, examples such as car repairs or rental help when sickness/injury results in loss of work, etc.,
  - (3.) Eviction Diversion Program, with supports and the recommendation of attending Financial Literacy,
  - (4.) Utility Shut Off's leading to Eviction process, Medium- or short-term tenant-based or project-based rental assistance.
- 4.2.2 Discussion on Diversion offered by DSS and how we can pair the 2 programs to offer more for prevention.
- 4.2.3 Discussion on education and financial literacy as part of prevention and diversion.
- 4.2.3.1 Motion to approve sending out an RFP, Heather
  - 4.2.3.2 Seconded, Doreen
  - 4.2.3.3 Unanimous
- 4.3 Report of Sunrise Special Services Foundation Performance Review
- 4.3.1 Review report given. Data errors and lack of funding. Equitable services.
- 4.4 AHCL Contract Amendment for CES
- 4.4.1 Contract has ended on October 1. Extend the contract with additional funding. What term do we want this to last? Amend the term to 6/30/2025. AHCL hospital. Change the signer for AHCL.
  - 4.4.2 HHAP 1 from CoC and County - \$50K
  - 4.4.3 The goal is to have HUD fund our CES. Until then we need to make sure funding grants fund CES and HMIS
  - 4.4.4 Motion with amendments by Doreen
  - 4.4.5 Seconded by Nicolas
  - 4.4.6 Unanimous
- 4.5 HHIP Street Outreach Contract Tabled to December
- 4.6 PIT Banner added Discussion on which sign. Discussion on posting banners in towns and locations. 4 X 6
- 4.7 Motion to approve not to exceed 800.00 by Ana
- 4.8 Seconded Nicolas Unanimous
- 

5. Adjournment 5:30 pm