



**Shasta County Advisory Board Meeting
January 9, 2024, 3:00 PM-5:00 PM
Redding City Hall - Caldwell Park Conference Room (2nd Floor)
777 Cypress Avenue, Redding, CA 96001**

1. **Call to Order/Reminder of Brown Act.**
2. **Introductions/Establish Quorum.**
3. **Approval of Meeting Minutes.**
 - Board Members will review and approve minutes from the December 12, 2023, meeting (Attachment 1).
4. **Public Comments (limited to 3 minutes per speaker).**
 - Members of the public will have the opportunity to address the Advisory Board on any issue within the jurisdiction of the Advisory Board. Speakers will be limited to three minutes.
5. **New Business**
 - Action***
 - A. PIT/HIC Planning
 - a. Shasta Advisory Sheltered Survey Lead (Attachment 2)
 - b. Shasta Advisory HIC Lead
 - B. Membership Applications
 - a. Nicole Smith-COR (Attachment 3)
 - b. Laura McDuffy-COR (Attachment 4)
 - Discussion***
 - A. Funding Update
 - a. Status of Funding (Attachment 5)
 - b. HHAP 2, 3, 4, & 5
6. **Reports.**
 - A. Executive Board
 - B. County/City
 - C. PIT Committee
 - D. Member Announcement
8. **Partner Presentations for Next Meeting.**
9. **Discussion Items for Next Meeting.**
10. **Adjournment.**

VOTING MEMBERS

Abbott, Paul – Shasta Thrive
Alvey, Rachel - One Safe Place
Danielson, Tim - United Way
Eddy, Brent - New Life Discovery Project
Joyce, Maggie - SCOE
Kennedy, Marci – NorCal LSS
Kerr Emily-HHSA
Longwell, Wendy – DAC
Middleton, Amber – SCHC
Preller, Megan – Ready for Life
Schaefer, Lesha – Pathways/Housing
Schreder, Kristen – Executive Board Chair
Sears, Katie – Hill Country
Sevilla, Art – Empire Recovery
Smith, Nicole – City of Redding
Spencer, Crystal – FaithWorks
Van Horne, Kirsha - Nation's Finest
Zander, Hollie - CRDC

Next Meetings:

Advisory Board Meeting: February 13, 2024, 3 pm-5 pm at Redding City Hall Caldwell Park Conference Room
Executive Board Meeting: January 11, 2024, 8 am- 10 am City Hall Housing Community Room
Executive Board Meeting: January 18, 2024, 1 pm- 2 pm City Hall Enterprise Park Room
All COC HHAP 5 Planning Meeting: January 18, 2024, 2 pm- 4 pm City Hall Enterprise Park Room

Attachment 1: Meeting Minutes from November 14, 2023



Shasta Advisory Board Meeting
December 12, 2023, 3:00 pm-5:00 pm
Redding City Hall - Caldwell Park Conference Room (2-Floor)
777 Cypress Avenue, Redding, CA 96001

MEETING MINUTES

Voting Members

Abbott, Paul-Shasta Thrive
Alvey, Rachel - One Safe Place
Danielson, Tim - United Way
Eddy, Brent - New Life Discovery Project
Joyce, Maggie - SCOE
Kennedy, Marci – NorCal LSS
Kerr Emily-HHSA
Middleton, Amber – SCHC
Preller, Austin-Alternate/SCOE
Preller, Megan - Ready for Life
Schaefer, Lesha - Pathways/Housing
Schreder, Kristen - Executive Board Chair
Sears, Katie - Hill Country
Smith, Nicole – City of Redding
Spencer, Crystal – FaithWorks
Thomas, Erica-Alternate/City of Redding
Van Home, Kirsha - Nation's Finest
Zander, Hollie - CRDC

1. Call to Order

A meeting of the Shasta Advisory Board was called to order at 3:01 p.m. by Chair Maggie Joyce. A reminder of the Brown Act was completed.

2. Introductions/Establish Quorum

Quorum was established, and the meeting was called to order.

3. Approval Meeting Minutes

Lesha Schaefer motioned to approve the meeting minutes of November 14, 2023. Kristen Schreder seconded the motion. All in favor.

4. Public Comments

Amber Middleton discussed a new mobile HOPE van that replaces their current van. A press release will be going out soon to the Community. She also discussed that they received documents for certification for the medical program.

Justin Wandro announced the Homeless Memorial will take place on Wednesday, December 20, 2023 @ 11 am. Located at 3075 Veda St. Redding, CA. They will be honoring the memory of 40 who passed away while experiencing homelessness and bringing awareness, they have names for 23 out of the 40.

Susan Weiss commented on the At Home Plan, she wrote Barry Tippin her input and encouraged the rest of the group to send input to Barry, along with attending the December 19, 2023, City Council meeting. She also stated that everyone should watch the previous City Council meeting online to hear the discussion. She shared her thoughts that Housing 1st is most important, but it was put last, and why was the jail even there.

Nicole Smith announced there will be an At Home Public Meeting at City Hall in the Caldwell Park room on Thursday, December 14, 2023.

Megan Preller announced Ready for Life Host Homes Resource Center was hosting an Open House on Monday, December 18, 2023, for homeless youth 18-24, come shop for clothes and enjoy hot cocoa and snacks.

5. New Business

Action:

A. 2024 Monthly Meeting Calendar

Kristen Schreder motioned to approve the calendar, Megan Preller seconded the motion, and all approved it.

B. Membership Applications

a. Robin Bostain-HHSA Kristen Schreder made the motion to approve the calendar, Lesha Schaffer seconded the motion, and all approved it.

b. Michael McNair-Access Homes and Brent Eddy made the motion to approve the calendar, Rachel Alvey seconded the motion, and all approved it.

Discussion:

A. Attendance/Membership Representation

Maggie Joyce reminded the group that if a voting member cannot attend, they send their alternate. It is very important to meet quorum. Kristen Schreder asked the group if everyone was good with who was listed as a member and alternate and if everyone was getting emails. It was stated that alternates do not get the emails but should. It was agreed to add the alternates to the email string. Voting members need to send contact information to Maggie and Kristen.

B. Status of Funding: HHAP, HHIP, ESG, Collaborative Application & Housing Partners II

Kristen Schreder pointed out Attachment 5 was created so that the group could have it in writing to the status and updates to funding and would be a working document with timelines.

HHAP5- Met with Housing Tools, the consultant. They will provide a proposal in a couple of days, which will be discussed at the Executive Board meeting on December 21, 2023. This round will need an additional Regional Homeless Plan for all 7 counties, each county must get into an MOU.

HHAP4- The City of Redding is still waiting for the check from the State.

HHAP3- The state is still waiting on more information from the County to be able to complete the amendments to the contracts with the City for transfer. The county will have 90 days from execution to transfer funding to the City. Since they have not received money, Lesha Schaffer asked about the expenditure timeline, but deadlines remain the same. Confirmed that money

needs to be obligated, and expenditures made after the 7/1/22 (date included in HHAP 3 state contract) can be included in the HHAP 3 project expenditures.

HHAP1&2- There is an agreement between the State, City, and County on the balances, and the contract are executed, and the County has 90 days from December 6, 2023, to transfer funding.

HHIP- Back to City Council on December 19, 2023, for approval for remaining applications.

Collaborative Application- Working on Planning agreements and other contracts.

Partners II- The City will release an RFP to find a new provider for the project.

C. HMIS Transition

- a. License Agreement- Still on track for United Way to take over on January 1, 2024, working with County staff and HUD to cover all requirements. They are still waiting for paperwork to be signed by the County to work officially with WellSky, but they have a workaround for now. End User agreements will go out soon, no one services will be turned off, Cyber Insurance is being discussed, and HHIP funding will pay for all Licenses for users.

Reports due in January- LSA and PIT/HIC

- b. HMIS Committee- The last meeting was canceled, and the next is in January. Everyone should delete all old calendar invites; Tim Danielson will send out a new invite for HMIS/CES meetings.

D. PIT/HIC Planning 2024

The Simtech contract is just awaiting Barry's signature. There needs to be an ad hoc/committee to prepare the Simtech app and how the HIC/shelter count will happen. The group needs direction on completing the HIC count, as it was the Lead Agency role prior. Megan Preller gave an update on the PIT committee at this time since it was pertinent to the discussion. Her recommendation was that Shasta make decisions on forms, methodology, and feedback for the committee since Shasta has more areas than the rest of them, and it would make it easier for the committee. Tim Danielson will work with Paul at County for the HIC list.

Amber Middleton asked about Threshold Requirements for funding since one of the requirements is to be a part of PIT, and since there is not a full count this year, how should the group precede?

Decided that the January 9, 2024, Advisory Board meeting will be about the PIT, which will give all members the opportunity to participate.

Kristen Schreder asked if anyone could volunteer to help Dawn Pittore with the Simtech App. Rachel Alvey volunteered.

6. Reports

A. Executive Board

Kristen Schreder stated that there is nothing new at this time other than what was discussed already.

B. County/City

Nicole Smith stated the City received 2 Encampment Grants that will need to go back to the

City Council for final approval on projects. Projects that are being worked on for possible funding are Clean up, Remodel of GNRM, Sanitation Support, CIRT funding, Case Management, Emergency Shelter, and Resource Day Center. Lowden Lane Senior Housing and Kennett Senior are finishing up and will be leasing up soon. Piper Way Senior Housing broke ground.

CoC Associate Project Coordinator is set to start on January 2, 2024.

Emily Kerr stated that the county is working through all the transitions and also on some new development projects.

C. PIT Committee

Megan Preller Shelter counts to occur on the night of January 23, 2024. They also voted in the survey using the requirement questions to save time.

D. Landlord Engagement-

Hillary stated the 1st luncheon was a success, and they plan to do them quarterly. The need is for more landlords/owners to attend. Discussed Landlord Incentives from County and Nation's Finest Case Management provided to Vets are good talking points for anyone that knows owners/landlords that would be willing to work with them. Hillary also stated that the PIT count for Vets needs to be reviewed better as they are finding many who are not Vets. She announced that this will be her last CoC meeting as the VA only has 2 Case managers at this time.

E. Member Announcements

Susan Weiss announced the City Council Meeting on December 19, 2023.

Kristen Schreder announced the next CoC Executive Board meeting will be held at the Enterprise room at City Hall.

8. Partner Presentations for the next meeting

None due to the next meeting, which will be about PIT.

9. Discussion Items for the next meeting

All PIT/HIC

10. Adjournment

The meeting was adjourned at 4:10 p.m.

Attachment 2: PIT/HIC Point Person Responsibilities

Administration of PIT

Need to confirm who is the Administrator for the 2024 NorCal CoC CountingUs mobile App

Each county needs to appoint a local point person/administrator for 2024 Sheltered PIT

Responsibilities include

1. Confirming the name of each ES & TH location that should be included in the CountingUs App to enter a sheltered count.
2. collection of the PIT sheltered surveys
3. provides the sheltered count data to UWNC to compile for HUD

Administration of HIC

Each county needs to appoint a local point person/administrator for 2024 HIC

Responsibilities include

1. Confirm the name of each RR, PSH, ES & TH location that should be included in the HIC
Erica has the total list from last year.
2. Distribute HIC forms for completion, including to Tribal entities who may not be in HMIS
3. Collect HIC forms
4. compile HIC information and provide to UWNC to compile for HUD

Attachment 3: Membership Application



Name Nicole Smith

County = Shasta

Phone 530.225.4336

Title - Community Development Manager

Email nsmith@cityofredding.org Personal Email

Agency Name (If Applicable) City of Redding-Housing Division

Membership request: ☐ Voting Member ☐ XXX Participant

Voting member please identify an alternate (If Applicable) _____

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Local Government Staff/Officials | <input type="checkbox"/> Youth Advocates |
| <input type="checkbox"/> CDBGHOME/ESG Entitlement Jurisdiction | <input type="checkbox"/> School Administrators/Homeless Liaisons |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> CoC Funded Victim Service Providers |
| <input type="checkbox"/> Local Jail(s) | <input type="checkbox"/> Non-CoC Funded Victim Service Providers |
| <input type="checkbox"/> Hospital(s) | <input type="checkbox"/> Domestic Violence Advocates |
| <input type="checkbox"/> EMT/Crisis Response Team(s) | <input type="checkbox"/> Street Outreach Team(s) |
| <input type="checkbox"/> Mental Health Service Organizations | <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT) |
| <input type="checkbox"/> Substance Abuse Service Organizations | <input type="checkbox"/> Advocates |
| <input type="checkbox"/> Affordable Housing Developer(s) | <input type="checkbox"/> LGBT Service Organizations |
| <input type="checkbox"/> Disability Advocates | <input type="checkbox"/> Agencies that serve survivors of human trafficking |
| <input type="checkbox"/> Public Housing Authorities | <input type="checkbox"/> Other homeless subpopulation advocates |
| <input type="checkbox"/> CoC Funded Youth Homeless Org. | <input type="checkbox"/> Homeless or Formerly Homeless Persons |
| <input type="checkbox"/> Non-CoC Funded Youth Homeless Org. | <input type="checkbox"/> Emergency shelter |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Veteran service providers and advocates |
| | <input type="checkbox"/> Locality taskforce representatives |

Please provide the mission statement of the agency/organization, for individuals, explain your interest in joining the CoC Housing

Choice _____

Describe the agencies/organization's or personal experience working to end homelessness:

25 years with City of Redding Housing
Division _____

What does the agency/organization or individual hope to contribute and gain by being a members of the (CoC)? : Coordination of service/housing delivery

Statement of Commitment: By my signature below, if nominated and elected to the Continuum of Care Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled. I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: Nicole Smith

Date: 12-27-2023

For additional information please see the Governance Charter and Membership Policy at https://www.co.shasta.ca.us/index/housing_index/continuum-of-care-advisory-board-meetings

Attachment 4: Membership Application

Attachment B



Name Laura McDuffey County Shasta
Phone (530) 225-4236 Title Senior Housing Specialist
Email lmcduffey@cityofredding.org Personal Email lauramcduffey@gmail.com
Agency Name (If Applicable) City of Redding
Membership request: ☒ Voting Member ☐ Participant
Voting member please identify an alternate (If Applicable) Nicole Smith

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- | | |
|---|---|
| <input checked="" type="checkbox"/> Local Government Staff/Officials | <input type="checkbox"/> Youth Advocates |
| <input checked="" type="checkbox"/> CDBGHOME/ESG Entitlement Jurisdiction | <input type="checkbox"/> School Administrators/Homeless Liaisons |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> CoC Funded Victim Service Providers |
| <input type="checkbox"/> Local Jail(s) | <input type="checkbox"/> Non-CoC Funded Victim Service Providers |
| <input type="checkbox"/> Hospital(s) | <input type="checkbox"/> Domestic Violence Advocates |
| <input type="checkbox"/> EMT/Crisis Response Team(s) | <input checked="" type="checkbox"/> Street Outreach Team(s) |
| <input type="checkbox"/> Mental Health Service Organizations | <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT) |
| <input type="checkbox"/> Substance Abuse Service Organizations | <input type="checkbox"/> Advocates |
| <input type="checkbox"/> Affordable Housing Developer(s) | <input type="checkbox"/> LGBT Service Organizations |
| <input type="checkbox"/> Disability Advocates | <input type="checkbox"/> Agencies that serve survivors of human trafficking |
| <input checked="" type="checkbox"/> Public Housing Authorities | <input type="checkbox"/> Other homeless subpopulation advocates |
| <input type="checkbox"/> CoC Funded Youth Homeless Org. | <input type="checkbox"/> Homeless or Formerly Homeless Persons |
| <input type="checkbox"/> Non-CoC Funded Youth Homeless Org. | <input type="checkbox"/> Emergency shelter |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Veteran service providers and advocates |
| | <input type="checkbox"/> Locality taskforce representatives |

Please provide the mission statement of the agency/organization, for individuals, explain your interest in

joining the CoC Improved expand the City's affordable housing stock, address the needs of low-income residents, & stimulate the physical & economic revitalization of the City's neighborhoods in concert with public, private, & non-profit organizations.

Describe the agencies/organization's or personal experience working to end homelessness:

City of Redding is actively working to procure funding that will serve our homeless community. Also involved in affordable housing development.

What does the agency/organization or individual hope to contribute and gain by being a members of the (CoC)? : I hope to be able to gain the perspective and insight of the group as we move towards a community-wide plan. I hope to share my experience with homeless & housing programs.

Statement of Commitment: By my signature below, if nominated and elected to the Continuum of Care Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled. I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: Laura McDuffey Date: 12/13/23

For additional information please see the Governance Charter and Membership Policy at
https://www.co.shasta.ca.us/index/housing_index/continuum-of-care-advisory-board-meetings

Attachment 5: Status of Funding

NorCal CoC and Shasta CoC Status of Funding						1/9/24
Funding	Contact-Adm entity	Eligible Entity	Period of elig use	Amount	Eligible uses	Status
HHAP 1 & 2	City of Redding	Shasta CoC	Exp deadlines HHAP 1 6/30/25 HHAP 2 6/30/26	expended/ allocated	multi uses	The State, BCSH, received fiscal information, amended contracts emailed 12/6/23, <i>SCHSA presenting to SBoS in January</i> , once signed, County has 90 days to transfer funding.
HHAP 3	City of Redding	Shasta CoC	Exp deadline 6/30/26	\$970,377.34	multi uses	Awaiting additional financial info from County before BCSH will prepare amended contracts. <i>CoR working on HHAP 3 draft sub-recipients agreements.</i>
HHAP 4	City of Redding	Shasta CoC	Exp deadline 6/30/27	\$986,514.30 est	multi uses	<i>CoR received initial 50% funding 12/21/23. To release NOFA early 2024.</i>
HHAP 5	City of Redding	Shasta CoC	Applic due 3/27/24 Exp deadline 6/30/28	?	multi uses	<i>NorCal CoC EB hired consultant Housing Tools to begin preparation of application January 2024. See additional scheduled planning meetings beg. 1/18/24 2-4, and three Public meetings, Mtg #1 Redding CH Com Rm. Wed. 1/31 Evening, 6-8 pm Mtg #2 Redding CH Com Rm. Thurs. 2/8 10:00 am- 12:00pm Mtg #3 Redding CH Caldwell Rm Thurs. 2/22 time 12:00-2:00 pm</i>
2023 ESG	City of Redding	NorCal CoC	12 months once contract is signed est 6/24 to 6/25	\$157,151	\$142,034 RR \$15,117 HMIS	Project is still under review. It can take the state 6-12 months to issue an agreement. A NOFA would be released once we have an executed agreement from the State.
1st allocation HHIP	City of Redding	Shasta County geographically	Exp deadline 12/31/25	\$2,300,000	multi uses	Redding City Council approved 2 projects 11/7/23 to receive funding, UWNC \$250,000 HMIS, City of Redding \$375,000 CIRT & ES. Redding City Council approved 6 other proj 12/5/23 originally recommended, UWNC & St. James Lutheran \$485,000 microshelter project, SCHC \$551,500 expand street medicine prog add Housing Navigator, supportive & medical services, vet care, Hill Country, \$56,500, street medicine, SCOE, \$75,000 emerg shelter/case management homeless families and youth, \$70,000, Ready for Life youth transitional housing, case management, expand youth center, GNRM, \$75,000 remodel sober living home, No Boundaries, \$250,000 emergency shelter and staffing expenditures, GNRM \$112,000 implement interim Day Resource Center.
FY 2022 HUD Housing Partners II	Shasta County	NorCal CoC	10/1/23 to 9/30/24	\$365,003	\$232,572 rental assist \$37,178 SS \$21,072 adm \$74,181 match	The goal would be to have a NOFA released after the first of the year, with a new provider starting July 1, 2024. Propose presentation about program at January Shasta Advisory Board meeting
K.Schreder						