



Del Norte County Advisory Board of the  
**NorCal**  
**Continuum of Care**™

**Del Norte Advisory Board Meeting**  
**November 14, 2024**  
**3pm – 4pm**  
**455 K Street, Crescent City, CA 95531**  
**Big Conference Room**

**To Join via Zoom:**

<https://dnco.zoom.us/j/87037899210?pwd=YysrY29Ub3NLQjB4azhua2x2d2QvZz09>

Meeting ID: 87037899210

Passcode: 42957

Phone: [\(US\) +1 719-359-4580](tel:+17193594580)

**To Address the Board:** Members of the public may address the Board on any agenda item. Pursuant to the Brown Act (Govt. Code section 54950, et seq.), Board action or discussion cannot be taken on non-agenda matters but the Board may briefly respond to statements or questions. Persons wishing to address the Board on agenda items or during Public Comment please sign up by emailing Lisa Sellars at [lisa.sellars@co.del-norte.ca.us](mailto:lisa.sellars@co.del-norte.ca.us). You may also submit your public comment via email that will be read into the record.

- 1. Call to Order/Quorum Established/Introductions**
- 2. Public Comments (limited to 3 mins. per comment)**  
Members of the public will have the opportunity to address the Board on any issue within the jurisdiction of the Board. Speakers will be limited to three minutes.
- 3. Approval of Meeting Minutes**  
Board members will review and approve minutes from the September 12, 2024 NorCal CoC Advisory Board meeting (Attachment A)
- 4. Discussion**
  - I. Full CoC Meeting attendance**
  - II. Review and discuss questions regarding the NorCal CoC Structure (Attachment B)**
- 5. Updates**

***Advisory Board  
Members***

**Dorothy Waddelow**  
Chair

**Michael Coats**  
Vice Chair

**Lisa Sellars** (Participant)  
Secretary

**Dana Gill**

**Daphne Cortese-  
Lambert**

**Jeri Robertson**

**Megan Miller**

**Pam Wilder**

**Sarah Johnson**

- I. HHAP (Michael Coats)
- II. NorCal CA 516 CoC Executive Board Meeting (Michael Coats)
- III. NorCal CA 516 CoC PIT Committee (Michael Coats)
- IV. NorCal CA 516 CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars)
- V. Mobile Shower Project/DNMP (Daphne Cortese-Lambert)
- VI. DNMP Street Outreach (Daphne Cortese-Lambert)
- VII. Recuperative Care (Daphne Cortese-Lambert)
- VIII. CalAIM/DNMP Navigation Center (Daphne Cortese-Lambert)
- IX. ERF (Michael Coats or Daphne Cortese-Lambert)
- X. The Legacy (Michael Coats)
- XI. Non-Congregate Shelter (Michael Coats)
- XII. BHBH (Meaghan McGlasson)
- XIII. Housing Authority (Megan Miller)
- XIV. HHIP (Michael Coats or Lisa O'Connell or Rachelle Callan)
- XV. Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson)
- XVI. Foster and Homeless Youth Program (Pam Wilder)
- XVII. United Methodist Church (Dana Gill)

**8. Discussion Items for Next Meeting**

- I. Bring forward updates
- II. Other discussion items

**6. Adjournment**

**Next Meeting**

December 12, 2024  
3pm – 4pm

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. You may contact County of Del Norte Housing Services by emailing Lisa Sellars at [lisa.sellars@co.del-norte.ca.us](mailto:lisa.sellars@co.del-norte.ca.us) for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.



**Del Norte Advisory Board Meeting Minutes  
September 12, 2024  
3pm – 4pm  
455 K Street, Crescent City, CA 95531  
Big Conference Room**

**1. Call to Order/Quorum Established/Introductions**

Quorum was established. Meeting was called to order at 3:05pm by Michael Coats.

Voting Members Present: Michael Coats (DHHS Housing Services Manager), Dana Gill (United Methodist Church Pastor), Daphne Cortese-Lambert (Del Norte Mission Possible Director), Jeri Robertson (Tolowa Dee-ni' Nation Housing Manager), Megan Miller (City of Crescent City Housing Authority Director)

Non-voting Members Present: Lisa Sellars (DHHS Housing Analyst)

Members of the Public Present: Vicky Klakken and Namita Vij (Partnership Healthplan)

**2. Public Comments (limited to 3 mins. per comment)**

None.

**3. Approval of Meeting Minutes**

- I. **Board members will review and approve minutes from the August 8, 2024 NorCal CoC Advisory Board meeting (Attachment A).** Jeri Robertson motioned to approve minutes from the August 8 meeting. Megan Miller seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

**4. Action**

- I. **Approve the Governance Charter Committee to update and make changes to the Governance Charter.** Michael said that the Executive Board wants the Advisory Boards to approve the Governance Charter Committee to update and make changes to the Governance Charter. There is currently no mechanism in the Governance Charter to change it. Jeri Robertson motioned to approve the Governance Charter Committee having the authority to make changes to the Governance Charter. Daphne Cortese-Lambert seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

## 5. Discussion

### I. Review and discuss questions regarding NorCal CoC 7-County Structure

Michael said that at the last Executive Board meeting it was communicated that the City of Redding wanted the Executive Board members to take a set of questions back to the Advisory Boards regarding the NorCal CoC 7-county structure. He said that after a discussion about why they were asking these questions, it was decided that a new set of questions would be sent out. Those questions have not yet been received. From the discussion it seemed that Redding wanted to pull out as Administrative Entity of the CoC. None of the smaller counties would have the capacity to take its place.

### II. Discuss participation on the Governance Charter Committee. Michael Coats said that the Executive Board is looking for volunteers to participate on the Governance Charter Committee and asked members to take it to the Advisory Boards. Dana Gill said that she would like to volunteer for the Governance Charter Committee.

## 6. Updates

### I. HHAP (Michael Coats). Michael said that they are waiting on HHAP-3 to come through. He said that they received the application to receive HHAP-4 funds and should be getting those soon. He said HHAP-5 is a couple of months out. The NOFA for HHAP-6 should be released by January.

### II. NorCal CA 516 CoC Executive Board Meeting (Michael Coats). Michael said that he has given the update for the Executive Board already.

### III. NorCal CA 516 CoC PIT Committee (Michael Coats). Michael stated that he attended his first PIT meeting. He said that there is a new administrator named Ryan Bonk. He will be providing training on the Counting Us app and documentation.

### IV. NorCal CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars). Daphne said that the HMIS committee meeting has been postponed. It is rescheduled for Monday, September 16, at 1pm.

### V. DNMP Shelter (Daphne Cortese-Lambert). Daphne reported the shelter plans are being finalized. She said that the architects have redone the plans many times but they are hoping that no more changes will be necessary. The burn for the Mental Health building has been a challenge because the contractors' tools are being stolen. They are hoping the burn will take place next month.

### VI. Mobile Shower Project/DNMP (Daphne Cortese-Lambert). Daphne reported that in the previous month 184 showers and 65 hygiene kits were provided. She said the shower drain is plugged and needs to be fixed. Daphne said that they served 215 people.

### VII. DNMP Street Outreach. Daphne said that Street Outreach served 581 people last month, 310 unduplicated. That is just for Thursday outreach. She said that there were 125 volunteer hours. They are continuing to have different agencies come out like Nation's Finest hoping that people will get more familiar with them and begin to trust them so that they can get placed in housing.

- VIII. Recuperative Care (Daphne Cortese-Lambert).** Daphne reported that Recuperative Care helped 11 people for 234 nights of shelter last month.
- IX. CalAIM/DNMP Navigation Center (Daphne-Cortese-Lambert).** Daphne reported that the Navigation Center is going well. She said that they are bringing on a Peer Support Specialist. She said that PATH CITED has helped a lot with capacity.
- X. ERF (Dorothy Waddelow, Shiann Hogan, Ranell Brown, or Daphne Cortese-Lambert).** Daphne reported they have settled on a mobile kitchen. The Senior Center will be purchasing the kitchen.
- XI. The Legacy (Michael Coats).** Michael said that they are still in Phase 1 of the remodel. He said that they ran into some electrical and plumbing issues that impacted the timeline. He said that they also served some residents eviction notices due to excessive lease violations.
- XII. Non-Congregate Shelter (Michael Coats).** Michael said that they have 1 family in a motel. The family is expected to be housed in a few weeks.
- XIII. BHBH (Meaghan McGlasson).** Michael said that the pilot is currently full. He reported that BHBH has four individuals in one of their two houses and will not be adding any more at this time due to lack of case management staff.
- XIV. Housing Authority (Megan Miller).** Megan reported that they are breaking ground on the Battery Point Apartments. The waiting list is expected to be open for the senior units in December for April occupancy. Forty units will be for seniors and 30 will be project-based units for families.
- XV. HHIP (Michael Coats or Lisa O'Connell or Rachelle Callan).** Michael reported that HHIP funding has been a lifesaver. We are spending those funds down and finishing up some reporting responsibilities. He said that there will be no more rounds of HHIP funding.
- XVI. Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson).** Jeri reported that they purchased a 5-bedroom house with HHAP funds and need to have some minor modifications done to get it opened up.
- XVII. Foster and Homeless Youth Program (Pam Wilder).** Pam did not attend.
- XVIII. Smith River United Methodist Church (Dana Gill).** Dana .stated that the Board is ready to build but they need funding and a builder. She said they are also working on a safe parking solution.

## 8. Discussion Items for Next Meeting

- I. Bring forward updates.** Updates will be brought forward.
- II. Other discussion items.** No other discussion items were suggested.

## 7. Adjournment

Dana Gill motioned to adjourn the meeting. Daphne Cortese-Lambert seconded the motion. Roll Call Vote was taken. The motion passed and the meeting was adjourned at 4:03pm.

**Next Meeting**  
October 10, 2024  
3pm – 4pm

## **NorCal CoC Structure Discussion**

The CoC Program is designed to promote community-wide planning and strategic use of resources to address homelessness. The CoC program goals are to:

- Improve coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness;
- Improve data collection and performance measurement;
- Allow each community to tailor its programs to the strengths and challenges in assisting homeless individuals and families within that community.

With the current and future funding opportunities for CoC's, it is time to take a look at the structure of the NorCal CoC. With new funding requirements, reporting structures, and compliance, it is increasingly difficult to support a large, diverse seven-county CoC to truly meet the needs of each individual community.

A few of the challenges are:

- Administration
  - Communication
  - Funding
  - Challenging PIT/HIT coordination
  - Advisory Boards/Counties not providing requested information in a timely fashion
- Funding
  - Monitoring of Grant expectations
  - Reporting expectations
  - Long applications
    - 7 County BOS approvals
  - New requirements for disbursement
    - SPM requirements for distribution
- Collaboration
  - The spirit of the CoC is to collaborate on a regional basis. However, each Advisory Board truly only plans and collaborates on a local Advisory Board level.
    - Not all Advisory Boards are meeting regularly

Please review the following questions and discuss with each Advisory Board to gain an understanding of how each Advisory Board is feeling about the current structure. Please provide feedback to NorCal Executive Board no later than 11/30/2024 to

[norcalcoc@cityofredding.org](mailto:norcalcoc@cityofredding.org).

1. The NorCal CoC is a large seven-county geographic region. Do you feel the unique needs of your community are being met with the current structure? Please be specific on what your unique needs are for your region.
  - a. If so, how?
  - b. If not, how could it improve?
2. The NorCal CoC currently allocates CoC funding based on the PIT/HIC counts. How do you feel about this allocation structure and how it impact's your Community?
  - a. Is the funding distributed fairly between County and non-profits in your community?
3. Do you feel that a smaller region or single county CoC would improve available funding for your community?
  - a. There are additional grant opportunities that sometimes do not get applied for as they don't make sense for a large seven-county CoC. One being the Encampment Grant.
4. What challenges and benefits do you see to restructuring the NorCal CoC?
  - a. Administrative
  - b. Funding
  - c. Additional grant opportunities
  - d. HMIS System Administration
  - e. Other
5. If the NorCal CoC did not exist, how would you set up the CoC or CoC's for this geographic area and why?