



# NorCal Continuum of Care™

## Executive Board Meeting

**December 19, 2024**

**1:00 pm to 3:00 pm**

**777 Cypress Ave. Enterprise Conference Room  
Redding, CA 96001**

### **12/19 – Enterprise Conference Room**

#### **Join Zoom Meeting**

<https://us06web.zoom.us/j/83042288391?pwd=bKlnjiPSTDeuUDa4fnTfoeW6vUZZMj.1>

Meeting ID: 830 4228 8391

Passcode: 820663

1(669)444-9171

#### **Teleconference locations:**

**Sierra County Behavioral Health  
706 Mill Street  
Loyalton, CA 9611**

**Del Norte County Health and Human Services  
455 K Street  
Crescent City, CA 95531**

**Teach I.N.C  
112 E 2nd Street  
Alturas, CA 96101**

**Lassen County Health and Social Services  
1445 Paul Bunyan, Suite B  
Susanville, CA 96130**

**Siskiyou County Behavioral Health  
2060 Campus Dr.  
Yreka, CA 96097**

**Plumas County  
PCIRC  
591 Main Street  
Quincy, CA 95971**

#### **Executive Board Members**

**Kristen Schreder,**  
County of Shasta, Chair

**Maddelyn Bryan,**  
County of Siskiyou, Co-  
Chair

**Grace Poor**  
County of Lassen

**Cathy Rahmeyer,**  
County of Plumas

**Carol Madison,**  
County of Modoc

**Sheryll Prinz-McMillan,**  
County of Sierra

**Michael Coats,**  
County of Del Norte



**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. You may submit your public comment via email to [norcalcoc@cityofredding.org](mailto:norcalcoc@cityofredding.org) 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. Presentation**

**I. HMIS Update from United Way of Northern California**

**II. Partners II from Shasta Community Health Center**

**4. Action Items**

**I. Approve Executive Board Meeting Minutes**

Board members will review and approve draft minutes from the 8/22/2024 Executive Board Special Meeting, 9/19/2024 Executive Board Special Meeting.

[Attachment A - draft 8/22/2024 Executive Board Special Meeting minutes](#)

[Attachment B - draft 9/19/2024 Executive Board Special Meeting minutes](#)

**II. Approve the amended language to the Policy and Procedures Section of the NorCal CoC Governance Charter**

The Governance Charter Workgroup proposed new language to the Policy and Procedure section found on page 19 of the NorCal CoC Governance Charter for Advisory Board approval, based on each Advisory Boards approval the Executive Board will make the final approval. The proposed language identifies a new NorCal CoC Governance Charter amendment process.

[Attachment C – Policy and Procedures](#)

**III. Approve the NorCal CoC Executive Board 2025 Calendar**

[Attachment D – NorCal CoC Executive Board 2025 Calendar](#)

**5. Discussion Items**

**I. NorCal CoC Structure Discussion**

**6. Reports**

**I. City of Redding**

**II. UWNC**

**III. PIT Administrator**

**IV. NorCal CoC Members – County Updates**

**7. Adjournment**



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 the City of Redding Housing Division at (530)225-4048 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.

**Next Executive Board Meetings**  
**January 16, 2024 1pm – 3pm**  
**Redding City Hall, Enterprise Conference Room**



**Executive Board Special Meeting**

**August 22, 2024**

**1:00 pm to 3:00 pm**

**777 Cypress Ave. Enterprise Conference Room  
Redding, CA 96001**

**8/22 – Enterprise Conference Room**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/82953471212?pwd=4KchLhjDIMITStfboaaTGcoMWqQMcu.1>

Meeting ID: 829 5347 1212

Passcode: 578453

1(669)444-9171

**Teleconference locations:**

**Sierra County Behavioral Health**

**706 Mill Street**

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

Executive Board Members Present: Chair Kristen Schreder, Maddelyn Bryan, Grace Poor, Cathy Rahmeyer, carol Madison, Robert Szopa, and Michael Coats

Also Present: Emily Kerr, Nicole Smith, Shawna Flanigan, Marci Fernandez, Jeri Robertson, Amanda Johnson, Teddie Pierce

### **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.

No Comments

### **3. Action Items**

#### **I. Approve requesting each Advisory Board add to their September meeting agenda a discussion about the structure of the NorCal CoC using the Structure Discussion questions provided by the Executive Board.**

Requesting each Advisory Board discuss the current structure of the seven-county CoC, during their September Advisory Board meeting. The notes from the discussion are to be provided back to the Executive Board no later than 9/30/2024.

[Attachment A – NorCal CoC Structure Discussion](#)

Shawna Flanigan shared the NorCal CoC Structure Discussion questions and the reason it is being brought to the Executive Board. Shawna also shared the pros and cons to the current seven County structure. The Executive Board discussed changing the questions to be more specific, that way the Advisory Boards can have a clear understanding. Executive Board members provided feedback to the City of Redding as the Administrative Entity and discussed how they are happy with the progress the City of making. After much discussion the Executive Board recommended to not make a decision and will continue this discussion at the September 19, 2024 meeting.

#### **II. Approve HMIS data sharing with Partnership Health Plan.**

Executive Board to review and approve an HMIS data sharing option with Partnership Health Plan, examples outlined below. Partnership has said that this information is not mandated by the state, but is what they would like to see in order to identify any overlapping CoC clients and Partnership clients. There may be potential funding reductions if all the information isn't shared. The information requested is permissible by NorCal CoC's HMIS privacy policy, but it is not mandatory. Therefore, NorCal CoC Executive Board approval to release the information is needed.

1. Share all the requested information for all clients CoC wide.
2. Share only the requested information for HHIP project clients.



3. Share the requested information for clients that identify having Medicaid (Partnership in our area) CoC wide.

Amanda Johnson from UWNC shared the request from Partnership HealthPlan of California (PHP) to share HMIS data for HHIP funding. She also shared the history of this data sharing request and that since the CoC owns the data it is up to them to decide if they want to share it and she would need their approval. Discussion ensued and ultimately the Executive Board requested that a representative from PHP be invited to attend the next meeting.

### III. **Approve FY 2024 NOFA for HUD Continuum of Care Funding.**

Executive Board to review and approve FY 2024 NOFA, including the Rating and Ranking and Cover Sheet for HUD Continuum of Care Funding as written with the ability to amend once the publication of the 2024 Annual Renewal Demand (ARD) is released.

[Attachment B – 2024 NOFA for HUD Continuum of Care Funding](#)

Teddie Pierce shared amounts of HUD funding for this year's 2024 Collaborative Application. She also reviewed the draft NOFA for the HUD funds and requested that the Executive Board Review the draft NOFA as written with the ability to amend once the publication of the 2024 ARD is released. Cathy Rahmeyer made a motion to approve the FY 2024 NOFA for HUD Continuum of Care Funding as written with the ability to amend once the publication of the 2024 Annual Renewal Demand (ARD) is released, seconded by Maddelyn Bryan. Vote taken, all approved, none opposed.

### IV. **Approve Siskiyou County Advisory Board nomination of Dr. Sara Collard as the alternate Executive Board Member.**

[Attachment C – Siskiyou County Advisory Board nomination letter](#)

Carol Madison made the motion to approve Siskiyou County Advisory Board nomination of Dr. Sara Collard as the alternate Executive Board Member, seconded by Grace Poor. Vote taken, all approved, none opposed.

## 4. Discussion Items

- I. Governance Charter  
No updates
- II. HMIS Committee  
No updates
- III. Collaborative Applicant  
No updates

## 5. Reports

- I. City of Redding  
No updates
- II. UWNC  
No updates
- III. PIT Administrator



Maddelyn Bryan shared the PIT Committee had their first meeting with the new PIT Administrator consultant Ryan Bonk. She shared that they discussed the timeline and that the meetings will be the third Tuesday of every month.

- IV. NorCal CoC Members – County Updates  
No updates

## **6. Discussion Items for Next Meeting**

## **7. Adjournment**

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**Next Executive Board Meetings**  
**September 19, 2024 1pm – 3pm**  
**Redding City Hall, Enterprise Conference Room**



# NorCal Continuum of Care™

## Executive Board Meeting

September 19, 2024

1:00 pm to 3:00 pm

777 Cypress Ave. Enterprise Conference Room  
Redding, CA 96001

### 9/19 – Enterprise Conference Room

#### Join Zoom Meeting

<https://us06web.zoom.us/j/85471378459?pwd=oqkvypaKXAlkcyYd6Afwea2laFALe.1>

Meeting ID: 854 7137 8459

Passcode: 795026

1(669)444-9171

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

Executive Board Members in attendance: Kristen Schreder, Maddelyn Bryan, Grace Poor, Cathy Rahmeyer, Carol Madison, Robert Szopa, Michael Coats.

Public in attendance: Shawnna Flanigan, Emily Kerr, Dwayne Green, Nicole Smith, Marcie Fernandez, Tim Danielson, Alicia Evans, Jeri Robertson, Lisa Sellers, Debbie Bruschi, Rebecca Peconom, Teddie Pierce, and Ryan Bonk

### **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.

No public comment

### **3. Action Items**

#### **I. Review and approve the NorCal CoC Structure Discussion**

Requesting each Advisory Board discuss the current structure of the seven-county CoC, during their next Advisory Board meeting. The notes from the discussion are to be provided back to the Executive Board no later than 11/30/2024.

[Attachment A – NorCal CoC Structure Discussion](#)

Shawnna Flanigan shared the updates to the NorCal CoC Structure Discussion document based on the feedback from the last meeting. Executive Board members provided additional feedback and new proposed language. After further discussion new language was agreed upon. Grace Poor made a motion to approve the NorCal CoC Structure Discussion with the edits made, seconded by Michael Coats. Vote was taken, all approved, none opposed.

#### **II. Approve the Shasta County Advisory Board recommendation for HHAP 4 Funding Awards.**

Executive Board to review and approve the Shasta County Advisory Board recommendations for HHAP 4 funding awards.

[Attachment B – Shasta County HHAP 4 Awards and Rating and Ranking Recommendations](#)

Carol Madison made a motion to approve The Shasta County Advisory Board recommendation for HHAP 4 Funding Awards, seconded by Robert Szopa. Vote taken, all approved, none opposed.

#### **III. Approve new HMIS Committee Members**

Shawnna Flanigan shared the need for additional members from each Advisory Board to have better all-around participation. Shawnna then asked each member to share the names of their newly proposed members, as requested at the last meeting.

Del Norte requested to keep the same members.



Modoc still needs to get a name of a new member. Will follow up via email.

Sierra will have new member Robert Szopa.

Shasta will have new member Sarah Prieto.

Lassen will have two new members, Carla McDonald and Nicole Lamica. As her back up.

Siskiyou will keep same members.

Plumas will have new member Kristen Quade and Cathy as her back up.

Grace Poor motioned to approve the new members, seconded by Cathy Rahmeyer. Vote taken, all approved, none opposed.

#### **4. Discussion Items**

##### **I. Governance Charter**

Shawwna Flanigan shared the need for more Governance Charter Committee members and asked if each Advisory Boards had a volunteer. Del Norte County shared Dana Gill has volunteered, and Lassen County shared that Grace Poor and Rebecca Peconom will continue to be on the committee. Sierra will be asking at their next meeting September 29<sup>th</sup>.

##### **II. HMIS Committee**

Tim Danielson shared a recap of the last meeting.

##### **III. Collaborative Applicant**

Teddie with Decipher HMIS shared updates on the Collaborative Application, including HUD CoC funding structure. The Executive Board discussed the need for a special meeting to meet the needs of the Collaborative Application requirements. They chose October 21<sup>st</sup> for the meeting.

##### **IV. Changes to HHAP Reporting and Funding**

Shawwna Flanigan shared updates to HHAP funding and reporting requirements including monthly reporting, and the new requirements to receive the second half of HHAP funding.

#### **5. Reports**

##### **I. City of Redding**

Shawwna Flanigan asked about how to best structure the All Member Meeting happening in October. The Executive Board discussed how to be sure to meet quorum for all seven counties.

##### **II. UWNC**

Tim Danielson shared the new HMIS Office Hours, and updates to HMIS and CE.

##### **III. PIT Administrator**

Ryan Bonk introduced himself and shared a recap of the first PIT meeting.



#### IV. NorCal CoC Members – County Updates

Del Norte: Still in phase one of their PSH Legacy Project. The Micro village is slated to open next year.

Lassen: Their Homekey project has stalled, and they are just starting to work on their new Med respite program.

Plumas: Working with contractors for North Star Navigation Center progress. They have broken ground on their cabins.

Shasta: City of Redding is starting a Motel Conversion to become a 35-unit PSH apartments. City of Redding is also starting work on a new resiliency center. City of Redding and Shasta County are working on their Center of Hope 2 47-unit project, which should start construction in 4 months. Also working on Piper way senior housing, and a mixed use PSH for 12 units. Burney Commons is 100% leased, and Cascade Village in Shasta lake City is near completion with 48 units. The list should be opening in January.

Sierra: Robert shared that luckily the recent fire didn't cause too much damage.

Siskiyou: They are working on their BHBH tiny housing project, and still operating their shower truck.

They have also been able to set up capitalized reserve stocks for sustainability. They have started moving tenants into crossroads.

#### 6. Discussion Items for Next Meeting

No discussion.

#### 7. Adjournment

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#### Next Executive Board Meetings

**October 17, 2024 1pm – 3pm (All CoC Meeting)**

## Policy and Procedures (P&Ps)

To ensure that the Governance Charter remains relevant and reflective of the needs of the community, the Governance Charter shall undergo regular reviews and updates as outlined below:

### Feedback Collection

Feedback from all stakeholders, including board members, committee members, staff, and the broader community, shall be encouraged on an ongoing basis.

Feedback can be submitted through the following channels:

**Formal Meetings:** Stakeholders may provide feedback during designated feedback sessions at Advisory Board Meetings.

**Written Submissions:** Stakeholders may submit feedback in writing via email to [norcalcoc@cityofredding.org](mailto:norcalcoc@cityofredding.org), or other designated methods.

**Surveys:** Periodic surveys may be conducted to gather input on the effectiveness of the Charter and its implementation.

### Biannual Charter Updates

The Governance Charter shall be reviewed and updated biannually, with revisions taking effect on January 1st and June 1st of each year.

All feedback received prior to these dates will be reviewed, and proposed amendments will be drafted and presented for approval during the update process.

**Review Process:**

**Governance Charter Workgroup:** A designated Workgroup, consisting of members from key committees and stakeholders, shall be responsible for reviewing all feedback and proposed changes.

**Drafting Amendments:** The Workgroup shall draft any necessary amendments to the Governance Charter based on the feedback received. Proposed amendments must be circulated to the Advisory Board for review and comment a minimum of three weeks prior to final approval.

**Approval:** The updated Governance Charter, including any amendments, shall be approved by the Advisory Boards through a majority vote. Once approved through the Advisory Boards, the final approval will be requested by the Executive Board.

**Communication of Updates:** Once the Charter has been updated, all stakeholders will be informed of the changes through official communications, including email announcements, website updates, and presentations at board or committee meetings.

### Emergency Amendments

In exceptional cases where urgent changes are needed outside of the biannual review cycle, the Workgroup may propose emergency amendments. These amendments will follow an expedited review and approval process as determined by the Advisory Boards.

The Expedited Review Process: Proposed amendments will be circulated to each Advisory Board 72 hours prior to final approval. Once approved through the Advisory Boards, the final approval will be requested by the Executive Board.

NorCal CoC Executive Board Calendar

2025

January						
S	M	T	W	T	F	S
			1	2	3	4
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February						
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30	31					

April						
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29	30					

July						
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August						
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31						

September						
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October						
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December						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Executive Board Meeting

1:00 p.m. – 3:00 p.m.

All NorCal CoC Member Meeting

1:00 p.m. – 3:00 p.m.

Holiday

Observed Holiday