



Executive Board Special Meeting

March 4, 2025

3:00 pm to 5:00 pm

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

3/4/25 – Enterprise Conference Room

Join Zoom Meeting

<https://us06web.zoom.us/j/83804244323?pwd=txqy3DZA0lpAKS5tSUPAjeDfBIOnd.1>

Meeting ID: 83804244323

Passcode: 253618

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 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. Discussion Items

I. NorCal CoC Budget

[Attachment A – COC Actual Expense](#)

[Attachment B – COC Award vs. Expense to Date](#)

II. HHAP 6

III. 2024 ESG

NOFA released 12/26/24, NOFA will be issued every 3 years. 100% match required

Each CoC may recommend up to two (2) eligible applications to apply for each NOFA.

3/14/25 is deadline to request approval of the *HCD Recommendation Form* by the NorCal CoC EB on 3/20/25.

Application due in eCivis 3/28/25

Award Announcements July 2025

Eligible program components: 1. Emergency Shelter 2. Street Outreach 3. Homelessness Prevention 4. Rapid Re-Housing 5. Homeless Management Information Systems (HMIS)

Cycle #1 2024-2026 \$261,041

Cycle # 2 2025-2027 \$242,030

Cycle #3 2026-2028 \$243,030

Minimum of 40% of all Contractor's awarded contract/budget must include the Rapid Rehousing component

<https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/esg/2024-esg-nofa.pdf>

<https://www.hcd.ca.gov/grants-and-funding/programs-active/emergency-solutions-grants>

4. Reports

I. City of Redding

II. UWNC

III. PIT Administrator

IV. Governance Charter

V. NorCal CoC Members – County Updates

5. 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

March 20, 2024 1pm – 3pm

Redding City Hall, Enterprise Conference Room

**Contiuum of Care
Actual and Estimated Annual Cost
City of Redding**

City Staff Member	Title	Actual Cost 23/24 (Mar - Jun)	Actual Cost 24/25 (Jul - Jan)	Actual Admin Cost - 11 Months*	Est. Cost - 12 Months*
Shawnna Flanigan	Associate Project Coordinator	64,352	72,279	136,631	149,052
Scott Badger	Housing Manager	-	10,719	10,719	12,505
Jenn Drumm	Accountant I	-	5,383	5,383	6,729
Jessica Hall	Accountant I	1,409	-	1,409	1,409
Tammy Mann	Finance Officer	-	96	96	96
Laura McDuffey	Senior Housing Specialist	2,683	2,445	5,128	5,594
Chad Neilson	Assistant Project Coordinator	-	5,623	5,623	6,748
Kylie Monchamp	Financial Analyst II	-	1,048	1,048	1,398
Nicole Smith	Planning/Community Development Manager	19,267	29,542	48,809	56,944
Erica Thomas	Senior Housing Specialist	2,786	13,119	15,905	17,351
Total Personnel Cost		90,498	127,134	214,846	240,474

* Cost is not inclusive of benefit expense

Cost Type	Vendor	Actual Cost 23/24 (Mar - Jun)	Actual Cost 24/25 (Jul - Jan)	Actual Cost - 11 Months	Est. Cost - 12 Months
Consulting Services	Housing Tools, LLC	45,680	-	45,680	46,680
HMIS Data Services	Social Services Data Solutions, Inc.	17,179	23,541	40,720	41,250
HMIS Coordination	United Way of Northern California	23,034	294,691	317,725	349,497
Point in Time Census	Simtech Solutions, Inc.	8,750	-	8,750	8,750
Training	TrainSmart Inc	-	433	433	433
Total Contracted Costs		94,643	318,665	413,308	446,611

City Subsidized Costs**	Purpose	Subsidized Cost 23/24 (Mar - Jun)	Subsidized Cost 24/25 (Jul - Jan)	Subsidized Cost - 11 Months	Est. Cost - 12 Months
Cost Allocation Plan	City Council Allocated Costs	7,463	13,714	21,178	23,300
Cost Allocation Plan	City Manager Allocated Costs	4,170	7,659	11,829	13,010
Cost Allocation Plan	Financial Services Allocated Costs	1,067	1,960	3,026	3,330
Cost Allocation Plan	Procurement Services Allocated Costs	-	-	-	-
Cost Allocation Plan	Treasury Allocated Costs	323	595	918	1,010
Cost Allocation Plan	Legal Services Allocated Costs	277	508	784	860
Cost Allocation Plan	City Clerk Allocated Costs	9,773	17,961	27,734	30,510
Cost Allocation Plan	Personnel Allocated Costs	157	288	445	490
<i>Building Maintenance calculated on square footage of COC Project Coordinator's Office</i>		500	1,020	1,520	1,670
<i>Information Systems Allocation for Information Technology allocated by number of devices</i>		500	940	1,440	1,580
<i>Risk Management Allocation for Risk Management allocated by % of Full Time Equivalents in Housing Departments</i>		1,130	2,060	3,190	3,510
<i>Communications Allocation for Communications Department based on number of phones</i>		200	390	590	640
<i>Volunteer Services Allocation for Volunteer Services Department based on number of Full Time Equivalents</i>		50	110	160	170
<i>Employer Services Employer Services Allocation based on number of Full Time Equivalents</i>		900	600	1,500	1,640
<i>Public Relations & Marketing Cost of PR and Marketing department calculated on Full Time Equivalents and Budget Size</i>		3,290	2,620	5,910	7,090
<i>Operating & Materials Figure derived as 5% of Housing's Operating budget based on Full Time Equivalent employees running COC</i>		6,681	11,693	18,374	22,050
Total Subsidized Fixed Costs		36,481	62,117	98,599	110,860

** City subsidized costs are estimates based on allocated costs and performance indicators in FY 23/24

Total COC Costs	221,622	507,917	726,753	797,945
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Continuum of Care Expenses to Date
City of Redding

	ADMIN			PROJECT			
	AWARDED*	EXPENSE	REMAINING	AWARDED*	EXPENSE	COMMITMENT	REMAINING
HHAP 1	\$ 38,455.00	38,455.00	-	10,079.01	10,079.01	-	(0.00)
HHAP 2	\$ 43,886.22	29,788.32	14,097.90	284,922.60	263,160.63	149.92	21,612.05
HHAP 3	\$ 203,138.37	70,563.03	132,575.34	3,006,846.30	785,908.99	2,115,888.84	105,048.47
Joint Project- HHAP 3	\$ 293,488.88	18,901.18	274,587.70	189,413.12	184,974.10	2,643.00	1,796.02
HHAP 4	\$ 330,304.22	27,782.81	302,521.41	3,894,552.31	410,886.14	896,221.79	2,587,444.38
Joint Project Admin - HHAP 4	\$ 114,734.96	22,069.54	92,665.42	393,325.90	257,533.62	78,262.28	57,530.00
COC Planning Grant (23/24 & 24/25)	\$ 97,113.50	54,003.88	43,109.62	8,137.50	-	-	8,137.50
TOTAL LTD	\$ 1,121,121.15	261,563.76	859,557.39	8,370,015.76	2,355,050.21	3,174,071.11	2,840,894.44

*Total Amount Awarded less expense from Shasta County