**Executive Board Meeting**

**June 20, 2024 Minutes (Approved 7/18/2024)**

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

**777 Cypress Ave. Enterprise Conference Room**

**Redding, CA 96001**

**5/20 – Enterprise Conference Room**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/83070446028?pwd=ap3XLIGAFXZxyYKfhL4dCgOBT8Rmnx.1>

Meeting ID: 830 7044 6028

Passcode: 792014

1(669)444-9171

**Teleconference locations:**

**Sierra County Behavioral Health**

**Executive Board Members**

**Kristen Schreder,**

County of Shasta, Chair

**Sarah Collard,**

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

**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**

**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 [norcal](mailto:norcal)coc@cityofredding.org that will be read into the record.

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

Executive Board members in attendance: Chair Kristen Schreder, Trish Barbieri, Grace Poor, Cathy Rahmeyer, Carol Madison, and Rebecca Peconom.

1. **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.

1. **Action Items**
   1. **Approve Meeting Minutes**

Board members will review and approve draft minutes from the 05/16/2024 Executive Board Meeting.

Attachment A – Draft 05/16/2024 Executive Board Meeting minutes

Motion to approve 5/16/2024 Executive Board Minutes made by Carol Madison, seconded by Cathy Rahmeyer. Vote taken, all approved, none opposed, with the acceptation Trish Barbieri abstaining.

* 1. **Approve HHAP 4 NOFA due by date extension**

Review and approve HHAP 4 NOFA due date extension to June 28, 2024 for Shasta Advisory Board

Attachment B – HHAP 4 NOFA

Chair Kristen Schreder explained the reason for the extension request per the Shasta Advisory Board, and she also explained that Counties who were ready to apply that the extension would not impact them, they could keep the original deadline. Members of the Executive Board discussed and shared how the extension would be beneficial for all of them. Cathy Rahmeyer made a motion to approve the HHAP 4 NOFA, seconded by Carol Madison. Vote taken, all approve, none opposed.

* 1. **Approve the Letter of Intent to transfer the Partners II Program to Shasta Community Health Center from Shasta County starting October 1, 2024.**

Attachment C – Letter of Support

Shawnna Flanigan explained the need for the Letter of Intent as the last item needed from HUD to start the transfer process of Partners II project from Shasta County to Shasta Community Health Center starting October 1, 2024. Cathy Rahmeyer made a motion to approve the Letter of Intent, seconded by Trish Barbieri. Vote taken, all approve, nine opposed.

1. **Discussion Items**
   1. Governance Charter updates and new sub-committee

Shawnna Flanigan shared the need for the subcommittee and asked for one more member. She shared the names of the current three members (Shawnna Flanigan Chair Kristen Schreder, and Grace Poor). Shawnna Flanigan also shared that the first meeting is scheduled for July 25, 2024 at 2 pm. Shawnna Flanigan asked the Executive Board to email her if they have someone in mind. Trish Barbieri asked if the volunteer needed to me a member of the Executive Board, and Chair Kristen Schreder let her know that since it isn’t defined in the current Governance Charter who can be members that at this time the volunteer would not need to be a member.

* 1. HMIS Committee membership

Shawnna Flanigan asked the Executive Board to start a conversation to possibly update who are the members of the HMIS Committee, and possibly update the members. Discussions ensured about who are the members now and who should be to ensure that the committee is well rounded and diverse. Chair Kristen Schreder asked all Executive Board members to take this back to their next Advisory Board meeting to discuss and select a new member. This item will be brought back to the August Executive Board meeting.

* 1. Collaborative Applicant updates

Shawnna Flanigan shared updates to the status of starting the Collaborative Applicant, and what are two areas of focus to improve the score; Street Outreach, and Healthcare Collaboration. Teddie Pierce, the consultant hired by the Executive Board to work on the Collaborative Applicant shared updates and needs. Teddie pierce also shared that there may be bonus funding opportunities, but we will not know until the NOFO comes out. She shared the timeline for the Collaborative Applicant, and additional needs such as a Ranking and Rating committee for the new projects. Teddie pierce is working on a new data plan which will assist in determining what projects/programs are working and which need additional help. This will better assist in analyzing projects and their outcomes.

* 1. PIT Administrator RFP

Chair Kristen Schreder shared and reminded everyone of the PIT Administrator RFP deadline.

1. **Reports**
   1. City of Redding

Shawnna Flanigan shared HHAP updates including that most of HHAP 3 contracts are executed, and will start working HHAP 4 County contracts as soon as all HHAP 3 are executed. Shawnna Flanigan also shared that once the HHAP 4 NOFA process is done and the awards are announced she will start working on the contracts. For HHAP 5 there were no updates other than the application is back with Cal ICH and HCD for an additional review.

* 1. UWNC

Kalie Brisbon from UWNC shared that they are looking to hire and additional HMIS administrator.

* 1. NorCal CoC Members – County Updates

Siskiyou County shared their newest project Siskiyou Crossroads is set to open with the ribbon cutting scheduled for July 10, 2024. The first resident will be moving in the following week. Their new micro shelter project will be starting soon.

Lassen County shared they got their Project Homekey contract fully executed and are on track to start having people move in next March. Their BHBH contract is moving forward as well. Also, the City of Susanville is now starting to use HMIS.

Plumas County/PCIRC shared they that had just done w a walk though that morning with partners of their Sexual Assault Response Team and it went very well. The project should be finished by the end of August. Also, their Workforce development project, the Dragonfly café will be opening soon.

Modoc County/TEACH Inc. shared that their BHBH grant is moving along.

Shasta County shared that their newest project Burney Commons opened with 29 units, and 26 are already filled. They also shared that they will be applying for the Encampment Grant.

1. **Discussion Items for Next Meeting**

* Rating and Ranking process for the Collaborative Applicant
* Review the new Data Plan tool
* PIT Administrator
* New Siskiyou County member

1. **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.

Motion to adjourn made by Carol Madison, seconded by Trish Barbieri. Vote taken, all approve, none oppose.

**Next Executive Board Meetings**

**July 18, 2024 1pm – 3pm**

**Redding City Hall, Enterprise Conference Room**