

**Shasta County Advisory Board Meeting**

**September 10, 2024, 3:00pm-5:00pm**

**Redding City Hall – Community Room**

**777 Cypress Avenue, Redding, CA 96001**

**Meeting Minutes**

**Voting Members**

Messarra, Mary-Shasta Thrive Alt

Alvey, Rachel - One Safe Place

Cage, Christine – No Boundaries

Danielson, Tim-United Way

Morgan, Jennifer -New Life Discovery Project Alt

Joyce, Maggie-SCOE

Kennedy, Marci-NorCal LSS

Kerr, Emily-HHSA

McDuffey, Laura-City of Redding

Middleton, Amber – SCHC

Preller, Megan - Ready for Life

Schaefer, Lesha - Pathways/Housing

Schreder, Kristen - Executive Board Chair

Spencer, Crystal-Faithworks

Azare, Cole - Nation's Finest

Zander, Hollie - CRDC

1. **Call to Order**

A meeting of the Shasta Advisory Board was called to order at 3:02 pm by Chair Maggie Joyce. A reminder of the Brown Act was completed.

1. **Introductions/Establish Quorum**

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

1. **Approval Meeting Minutes**

Christine Cage made the motion to approve the meeting minutes of August 13, 2024. Tim Danielson seconded the motion. All in favor.

1. **Public Comments**

None

1. **New Business:**

***Actions*-**

1. Membership Applications-
2. Major Tammy Ray- Amber Middleton made a motion to approve Major Tammy Ray, The Salvation Army, Voting Member, Kristen Schreder seconded the motion. All in favor.
3. Joe Chimenti- Kristen Schreder made a motion to approve Joe Chimenti, Emergent, as a Voting member, Amber Middleton seconded the motion. All in favor.
4. Sarah Drum- Amber Middleton made a motion to approve Sarah Drum, New Life Discovery, Participant Member, Kristen Schreder seconded the motion. All in favor.
5. Action: Elect a Shasta Advisory member & alternate for the

NorCal COC HMIS Committee – Sarah Prieto volunteered for the position. Megan Preller made the motion to approve Sarah Prieto as the Shasta Advisory member for NorCal COC HMIS, Amber Middlton as the alternate. Christine Cage seconded the motion. All in favor.

1. Action: Approve Shasta Advisory HHAP 4 Rating and Ranking

Results to present for Executive Board approval – Amber Middleton made the motion to approve the HHAP 4 Rating and Ranking Results. Tim Danielson seconded the motion. All in favor.

1. Action: Review and approve HHAP 4 System Support application to present for Executive Board approval. United Way was the only applicant. The board asked clarifying questions regarding the Shasta CoC Coordinator, response this person will be the liaison and work with the board chair, co-chair, and secretary. This is a one-year position. Christine Cage made a motion to approve United Way’s application for HHAP 4 System and Support. Amber Middleton seconded the motion. All in favor.
2. Action: PIT 2024 Select members for subcommittees leads – Tim Danielson made the motion to approve the following subcommittees and members: Lead Megan Preller; HIC- Tim Danielson, Rachel Alvey, Matt Plummer; Youth- Maggie Joyce, Amber Middleton, Sarah Drum; Service Based Count- Jennifer Morgan, Tim Danielson, Maggie Joyce; Lead Crystal Spencer; Donations- Christine Cage, Kristen Schreder, Laurel Park; Media- Justin Wandro, Major Tammy Ray; Volunteer/Trainings- Hollie Zander, Christine Cage; Lead Lesha Schaefer; Shelter Count- Tim Danielson, Cole Azare, Amber Middleton, Jennifer Morgan, Joey Hughs, Rachel Alvey; Maps/Camps- Amber Middleton, Sarah Prieto, Cole Azare, Joey Hughs; Counting Us App- Rachel Alvey; Leads Megan Preller, Crystal Spencer, Lesha Schaefer; Day of Event Planning- Hollie Zander, Amber Middleton, Jennifer Morgan, Tim Danielson, Sarah Prieto, Joe Chimenti. Maggie Joyce seconded the motion. All in favor.

***Discussions-***

1. 2024 PIT Planning- Megan Preller asked that everyone complete the survey that was sent out or a paper survey provided today. This information will help in the planning process. She stated that they divided the subcommittees among the three of them. Megan Preller will be the lead for HIC, Youth, and Service Based Count, she gave a description of them. Crystal Spencer went over the subcommittees she will be the lead of, Donations, Media, and Volunteer and Trainings. Lesha Schaefer went over the subcommittees she will be the lead of, Shelter Count, Maps and Camps, and Counting Us app. All three of them will lead the subcommittee for the Day of Event. It was announced that typically Partnership Health donates backpacks, but they are unable to this year. We do have a small budget this year for supplies. More communication to come, we are on schedule for planning the event that will be held on January 1, 2025. Also, it was asked that agencies to see how much staff and time they can commit to the event. This will be a standing item on the agenda for discussion.
2. Maggie Joyce went over the Voting Member Attendance Policy.
3. Amber Middleton gave an overview of the City of Redding homeless policy when it comes to encampments and recent law changes. She wanted to see if this was a priority for the board to possibly send a letter to the city in response to the policy. The board discussed and decided that everyone would take the time before next meeting and read the policy to bring back in the October meeting to have a discussion with how this board can work with the City when it comes to encampments. The board felt it was a priority and after we have a plan, Christine Cage will invite the Chief of Police to our November meeting to give his presentation and at that time the board can present how we would like to help.
4. **Reports**

A. Executive Board- Shawnna went over the changes that HCD has given to CoCs for reporting of HHAP funds, the reports will be monthly. Also, the deliverables and how to get the remainder of the funds will be based on measurables that were identified in the application. More to come. She also wanted to discuss CoC structure, it should be discussed annually, to see if the current structure is how the board would like to continue. Any feedback is welcomed.

B. County/City- None

C. HMIS/Coordinated Entry Administrator- Tim stated that they are going to start open office hours on Thursdays from 10:30am to 12:30pm for general questions and help. He also asked that everyone email [HMIS@norcalunitedway.org](mailto:HMIS@norcalunitedway.org) if they have any questions. Reminded everyone of the importance of privacy when they are utilizing HMIS or during and CES meeting. He asked that the meeting invites not be forwarded to others, if someone would like to join reach out to United Way and they will complete the process to add them.

D. PIT Committee- Megan confirmed the date of PIT Count even as January 21, 2025.

E. Strategic Planning Subcommittee- Matt discussed the outcome of their first meeting. They are working on Deliverables, Strategies, and Goals for the next 3 years. They plan to have their first draft in November for Deliverables, then Strategies in February, and Goals in April.

F. Governance Charter Subcommittee Update- Hollie discussed the outcome of their first meeting. They are working on developing and governance charter that has amendments for each county to set their county specific guidelines. The plan is to work closely with the advisory boards to develop the plan, so that once the first draft is complete it can be approved and moved to the Executive Board for approval. This will be a standing item on the agenda for discussion.

E. Member Announcement- Amber announced that Lesha and she will be presented in Sacramento for the first time for their Medical Respite program. She also announced that they have housed and kept housed 14 families with their CalAim funding.

1. **Partners Presentations for Next Meeting-** Possibly Dignity Health Food Bank Presentation
2. **Discussion for next meeting-** Mobile Showers
3. **Adjournment**

Meeting was adjourned at 4:59 pm.