



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

Del Norte Advisory Board Meeting
September 12, 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. 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 August 8, 2024 NorCal CoC Advisory Board meeting (Attachment A)
- 4. Action**
 - I. Approve the Governance Charter Committee to update and make changes to the Governance Charter**
- 5. Discussion**
 - I. Review and discuss questions regarding NorCal CoC 7-County Structure**

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

II. Discuss participation on the Governance Charter Committee

6. Updates

- 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. DNMP Shelter (Daphne Cortese-Lambert)**
- VI. Mobile Shower Project/DNMP (Daphne Cortese-Lambert)**
- VII. DNMP Street Outreach (Daphne Cortese-Lambert)**
- VIII. Recuperative Care (Daphne Cortese-Lambert)**
- IX. CalAIM/DNMP Navigation Center (Daphne Cortese-Lambert)**
- X. ERF (Dorothy Waddelow, Shiann Hogan, Ranell Brown, or Daphne Cortese-Lambert)**
- XI. The Legacy (Michael Coats)**
- XII. Non-Congregate Shelter (Michael Coats)**
- XIII. BHBH (Meaghan McGlasson)**
- XIV. Housing Authority (Megan Miller)**
- XV. HHIP (Michael Coats or Lisa O'Connell or Rachelle Callan)**
- XVI. Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson)**
- XVII. Foster and Homeless Youth Program (Pam Wilder)**
- XVIII. United Methodist Church (Dana Gill)**

8. Discussion Items for Next Meeting

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

7. Adjournment

Next Meeting

October 10, 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 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
August 8, 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 3:01pm by Michael Coats.

Voting Members Present: Michael Coats (DHHS Housing Services Manager), 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), Pam Wilder (DNUSD Foster and Homeless Youth Services Director)

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

Members of the Public Present: Rachelle Callan (Partnership Healthplan) and Janel Obenchain (Deputy Director of Public Health)

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 July 11, 2024 NorCal CoC Advisory Board meeting (Attachment A).** Jeri Robertson motioned to approve minutes from the July 11 meeting. Pam Wilder seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

4. Discussion

- I. **Discussion participation on subcommittee related to data collection and project evaluation.** Michael stated that the NorCal CoC is planning to create a subcommittee and wanted us to reach out to our advisory boards to see if anyone was interested in participating. The subcommittee will look at data used to measure outcomes and evaluate projects. Jeri Robertson recommended Lisa Sellars to participate. Lisa said that she would be interested but does not believe she has the requisite knowledge or experience.

5. Updates

- I. **HHAP (Michael Coats).** Michael said that we will be receiving HHAP-2 and HHAP-3 funds as soon as the portal is set up for us to receive funds electronically. He said we've submitted the HHAP-4 application and the budget revision for HHAP-5. The HHAP-6 NOFA should be released in January.
- II. **NorCal CA 516 CoC Executive Board Meeting (Michael Coats).** Michael reiterated that the Executive Board is looking for people to participate on a subcommittee around data collection and use. He said that the Executive Board voted in a new member for Siskiyou County, Maddelyn Bryan.
- III. **NorCal CA 516 CoC PIT Committee (Michael Coats).** Michael stated that the next PIT Committee meeting is on the 20th at 11am. He said that he will begin attending those meetings so that he can report out.
- IV. **NorCal CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars).** Daphne said that the committee looked at the HMIS questions to see if they make sense and identify what they are looking for. The committee also looked at the questions to see if they helped identify chronic homelessness. She said that the meetings are recorded so that Lisa can watch them if she is unable to attend. Daphne said that they formulated surveys where they will get feedback from HMIS users. Surveys will have a combination of multiple choice and open-ended questions.
- V. **DNMP Shelter (Daphne Cortese-Lambert).** Daphne reported they have completed the design and site plan for the shelter. She said that the abatement/burn of the old Mental Health building has been a problem. She said that the updated timeline is March for everything to be completed. Daphne said that she hopes the shelter will be complete a month before that.
- VI. **Mobile Shower Project/DNMP (Daphne Cortese-Lambert).** Daphne reported that in July there were 184 showers and 65 hygiene kits. She said that July makes three years for the mobile shower.
- VII. **DNMP Street Outreach.** Daphne said that the mobile medical unit from Open Door will be following the Street Outreach team. Daphne said that at the showers, as far as hospitality, 250 people were served including 103 individuals and 37 new people. For Thursday outreach, 200 individuals were served, 34 were new, and the total was 379. Daphne said that Nation's Finest has been coming to Outreach and have made connections with vets in the encampments.
- VIII. **Recuperative Care (Daphne Cortese-Lambert).** Daphne reported that in July they provided 89 days of shelter related to recuperative care. Daphne said that they are working on leasing a house so that they do not have to use motels for recuperative care.
- IX. **CalAIM/DNMP Navigation Center (Daphne-Cortese-Lambert).** Daphne reported that the Navigation Center is going well. She said that they are trying to put together CalAIM case management with Housing First. She is disappointed that they are not able to use funds to prevent people from losing their existing housing. Michael said that we will have prevention funds once we receive HHAP-5.

- X. **ERF (Dorothy Waddelow, Shiann Hogan, Ranell Brown, or Daphne Cortese-Lambert).** Michael reported out meetings that took place between DHHS staff and the project manager to discuss the ERF schedule and budget. He reported that County staff, DNMP, and the project manager met with the design team to discuss site plans and building layouts. He said that the frequency of the Homeless Ad Hoc Committee meetings has increased to weekly to move forward with finalizing layout plans and project details. The DHHS Contracts team continues to work on a draft use agreement for DNMP to utilize the site. Michael said that asbestos remediation began on July 22 and is expected to take several weeks. Tools were stolen at the site and replacements will need to be ordered. To help with site prep, building maintenance began landscape cleanup including removal of the old fence. Daphne said that the shelter will now be owned by the County rather than DNMP since the shelter will be on County property. Daphne said that DNMP funds that were intended for their shelter will now go to the County's shelter. Daphne said that she requested that the Cleanup Committee start meeting to discuss how to address encampment cleanup. She said that she is looking at other models of how to clean up trailers.
- XI. **The Legacy (Michael Coats).** Michael said that we are still in Phase 1 of the remodel. There have been some setbacks that are prolonging things. He said that they are working on lease packages. They are also working with Megan from the Housing Authority. He said they are still hoping to have the conversion completed by November.
- XII. **Non-Congregate Shelter (Michael Coats).** Michael said that they have 1 family in a motel. The family is close to being housed.
- XIII. **BHBH (Meaghan McGlasson).** Michael reported that BHBH has one client in one of their two houses. BHBH does not have case management staff so Housing Services is providing case management services.
- XIV. **Housing Authority (Megan Miller).** Megan reported that there are units at Valhalla Pacific for households that qualify for a 2-bedroom subsidy. She said the waiting list is moving quickly and recommended that people come in and sign up. She said that they will be opening a senior waiting list for Battery Point Apartments some time in the fall.
- XV. **HHIP (Michael Coats or Lisa O'Connell).** Michael reported that they have received the last of their HHIP funds and are using them for emergency shelter, Rapid Rehousing, and to support staff positions.
- XVI. **Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson).** Jeri reported that they have been awarded a \$2.8 million grant to build 5 more homes. They are going to build 3- and 4-bedroom homes for larger families.
- XVII. **Foster and Homeless Youth Program (Pam Wilder).** Pam reported that school will be back in session on the 26th. They ended the school year with around 275 students eligible for McKinney-Vento services. After closing out seniors and other students they are down to around 150 students but that number will increase throughout the school year. She said that they are looking for additional funding for their program due to some of the funding ending.
- XVIII. **Smith River United Methodist Church (Dana Gill).** Dana did not attend.

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.

6. Adjournment

Daphne Cortese-Lambert motioned to adjourn the meeting. Jeri Robertson seconded the motion. Roll Call Vote was taken. The motion passed and the meeting was adjourned at 3:56pm.

Next Meeting
September 12, 2024
3pm – 4pm

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