



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

Del Norte Advisory Board Meeting Minutes
September 12, 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 3:05pm by Michael Coats.

Voting Members Present: Michael Coats (DHHS Housing Services Manager), Dana Gill (United Methodist Church Pastor), 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)

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

Members of the Public Present: Vicky Klakken and Namita Vij (Partnership Healthplan)

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 August 8, 2024 NorCal CoC Advisory Board meeting (Attachment A).** Jeri Robertson motioned to approve minutes from the August 8 meeting. Megan Miller seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

4. Action

- I. **Approve the Governance Charter Committee to update and make changes to the Governance Charter.** Michael said that the Executive Board wants the Advisory Boards to approve the Governance Charter Committee to update and make changes to the Governance Charter. There is currently no mechanism in the Governance Charter to change it. Jeri Robertson motioned to approve the Governance Charter Committee having the authority to make changes to the Governance Charter. Daphne Cortese-Lambert seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

5. Discussion

I. Review and discuss questions regarding NorCal CoC 7-County Structure

Michael said that at the last Executive Board meeting it was communicated that the City of Redding wanted the Executive Board members to take a set of questions back to the Advisory Boards regarding the NorCal CoC 7-county structure. He said that after a discussion about why they were asking these questions, it was decided that a new set of questions would be sent out. Those questions have not yet been received. From the discussion it seemed that Redding wanted to pull out as Administrative Entity of the CoC. None of the smaller counties would have the capacity to take its place.

II. Discuss participation on the Governance Charter Committee. Michael Coats said that the Executive Board is looking for volunteers to participate on the Governance Charter Committee and asked members to take it to the Advisory Boards. Dana Gill said that she would like to volunteer for the Governance Charter Committee.

6. Updates

I. HHAP (Michael Coats). Michael said that they are waiting on HHAP-3 to come through. He said that they received the application to receive HHAP-4 funds and should be getting those soon. He said HHAP-5 is a couple of months out. The NOFA for HHAP-6 should be released by January.

II. NorCal CA 516 CoC Executive Board Meeting (Michael Coats). Michael said that he has given the update for the Executive Board already.

III. NorCal CA 516 CoC PIT Committee (Michael Coats). Michael stated that he attended his first PIT meeting. He said that there is a new administrator named Ryan Bonk. He will be providing training on the Counting Us app and documentation.

IV. NorCal CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars). Daphne said that the HMIS committee meeting has been postponed. It is rescheduled for Monday, September 16, at 1pm.

V. DNMP Shelter (Daphne Cortese-Lambert). Daphne reported the shelter plans are being finalized. She said that the architects have redone the plans many times but they are hoping that no more changes will be necessary. The burn for the Mental Health building has been a challenge because the contractors' tools are being stolen. They are hoping the burn will take place next month.

VI. Mobile Shower Project/DNMP (Daphne Cortese-Lambert). Daphne reported that in the previous month 184 showers and 65 hygiene kits were provided. She said the shower drain is plugged and needs to be fixed. Daphne said that they served 215 people.

VII. DNMP Street Outreach. Daphne said that Street Outreach served 581 people last month, 310 unduplicated. That is just for Thursday outreach. She said that there were 125 volunteer hours. They are continuing to have different agencies come out like Nation's Finest hoping that people will get more familiar with them and begin to trust them so that they can get placed in housing.

- VIII. Recuperative Care (Daphne Cortese-Lambert).** Daphne reported that Recuperative Care helped 11 people for 234 nights of shelter last month.
- IX. CalAIM/DNMP Navigation Center (Daphne-Cortese-Lambert).** Daphne reported that the Navigation Center is going well. She said that they are bringing on a Peer Support Specialist. She said that PATH CITED has helped a lot with capacity.
- X. ERF (Dorothy Waddelow, Shiann Hogan, Ranell Brown, or Daphne Cortese-Lambert).** Daphne reported they have settled on a mobile kitchen. The Senior Center will be purchasing the kitchen.
- XI. The Legacy (Michael Coats).** Michael said that they are still in Phase 1 of the remodel. He said that they ran into some electrical and plumbing issues that impacted the timeline. He said that they also served some residents eviction notices due to excessive lease violations.
- XII. Non-Congregate Shelter (Michael Coats).** Michael said that they have 1 family in a motel. The family is expected to be housed in a few weeks.
- XIII. BHBH (Meaghan McGlasson).** Michael said that the pilot is currently full. He reported that BHBH has four individuals in one of their two houses and will not be adding any more at this time due to lack of case management staff.
- XIV. Housing Authority (Megan Miller).** Megan reported that they are breaking ground on the Battery Point Apartments. The waiting list is expected to be open for the senior units in December for April occupancy. Forty units will be for seniors and 30 will be project-based units for families.
- XV. HHIP (Michael Coats or Lisa O'Connell or Rachelle Callan).** Michael reported that HHIP funding has been a lifesaver. We are spending those funds down and finishing up some reporting responsibilities. He said that there will be no more rounds of HHIP funding.
- XVI. Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson).** Jeri reported that they purchased a 5-bedroom house with HHAP funds and need to have some minor modifications done to get it opened up.
- XVII. Foster and Homeless Youth Program (Pam Wilder).** Pam did not attend.
- XVIII. Smith River United Methodist Church (Dana Gill).** Dana .stated that the Board is ready to build but they need funding and a builder. She said they are also working on a safe parking solution.

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.

7. Adjournment

Dana Gill motioned to adjourn the meeting. Daphne Cortese-Lambert seconded the motion. Roll Call Vote was taken. The motion passed and the meeting was adjourned at 4:03pm.

Next Meeting
October 10, 2024
3pm – 4pm