**Lassen County Advisory Board Meeting Minutes**

**April 3, 2024**

**1400 Chestnut St. Suite C**

**Susanville CA, 96130**

1. **Call to Order**

The meeting was called to order at 10:14 am by Krystal Dalton.

1. **Quorum Established**

Quorum was established.

Voting Members Present: Krystal Dalton, Carla McDonald, Rebecca Peconom, and Cody Evans.

Non-Voting Members Present: Madeline Kohler

1. **Regular Meeting Agenda Approval**

Carla McDonald made a motion to approve the agenda.The motion was seconded by Cody Evans. Roll call vote was taken: all approved, none opposed.

1. **Approval of Meeting Minutes**

Cody Evans made a motion to approve November 1, 2023, February 7, 2024 and March 6, 2024 Minutes. Carla McDonald seconded the motion. Roll call vote was taken: all approved, none opposed.

1. **Public Comments (limited to three minutes per comment)**

There were none.

1. **Correspondence Received**

a. Krystal Dalton presented the Local Indigent Care Needs (LICN) Implementation Grant Letter of Support from the Advisory Board.

b. Krystal Dalton presented the Request For Proposals (RFP) Notification for Partners II Housing Project.

c. Krystal Dalton presented the Notice for the Executive Board Meeting for All NorCal CoC Members to attend.

d. Krystal Dalton presented the notification for the Lassen County Stand Down Event.

e. Krystal Dalton presented the notification for the Lassen County Children’s Fair Event.

f. Krystal Dalton presented the Lassen County Second Annual Career Opportunities Workshop.

1. **New Business/Action Items**
   * + 1. Discuss and Vote on CoC Allocation Funding Categories for Homeless, Housing, Assistance Program (HHAP) Round 4

Krystal Dalton presented the previous allocations percentages made by the advisory board and adjusted the amounts based on the total dollar amount, as provided by the NorCal CoC. The discussion was based around changing the amounts and percentages from the estimates made for HHAP round 5 and applying them to Round 4. The Advisory Board suggested the following:

**Total Amount of Round 4 Funds:** $116, 137.23

**Delivery of Permanent Housing:** 50% **Total:** $58,069.00

**Operating Subsidies Permanent Housing:** 10% **Total:** $11,614.00

**Interim Housing:** 10% **Total:** $11,613.00

**Street Outreach:** 3% **Total:** $3,384.00

**Services Coordination:** 12% **Total:** $13,936.00

**Systems Supports:** 15% **Total:** $17,421.00

Rebecca Peconom made a motion to approve the HHAP-4 Allocation of Funds as presented above. The motion was seconded by Cody Evans. Roll Call vote was taken; all approved, none opposed.

b. Approve Advisory Board Member Application

Krystal Dalton presented Madeline Kohlers participation application. Carla McDonald made a motion to approve. The motion was seconded by Rebecca Peconom. Roll call vote was taken; all approved, none opposed.

c. Appoint the NorCal CoC Executive Board Voting Member for Lassen County Rep.

Krystal Dalton presented the need for a voting member on the NorCal CoC Executive Board to represent Lassen County and a alternate.

Cody Evans made a motion to approve Grace Poor as the Lassen County Voting Member on the Executive Board and Rebecca Peconom, from the City of Susanville Police Department. The motion was seconded by Carla McDonald. Roll call vote was taken; all approved, none opposed.

d. Discuss Meeting Dates/Times of Lassen County Advisory Board and Vote on changes

Krystal Dalton presented that members of the community had requested that we discuss changing the dates and times of meetings for members of the public to be encouraged to attend. Voting members on the board discussed the challenge of the current schedule. Rebecca Peconom recommended that the Advisory Board Chair send out a survey to collect feedback and table to vote to the next meeting.

e. Youth Action Board (YAB) Planning Committee Discussion

Krystal Dalton discussed the planning committee for a Youth Action Board is in the process of starting. Krystal Dalton encouraged members to participate and send an email if they are interested in being involved.

1. **HMIS/CES Committee Updates**

Krystal Dalton discussed that the HMIS forms were updated and have been brought to the Executive Board to be approved. Once the forms are approved, they will be being used by the NorCal CoC HMIS users.

1. **Point in Time (PIT) Committee Updates**

There were no updates.

1. **Executive Board Updates**

Tabled for next meeting.

1. **General Updates**

Tabled for next meeting.

1. **Discussion Items for Next Meeting**

a. Executive Board Updates

b. General Updates

1. **Adjournment**

Krystal Dalton made a motion to adjourn the meeting. Cody Evans seconded the motion. Roll call vote was taken: all approved, none opposed.

Meeting was adjourned at 11:41 am.