**Lassen County Advisory Board Special Meeting Minutes**

**January 17, 2024**

**1445 Paul Bunyan St.**

**Susanville CA, 96130**

1. **Call to Order**

The meeting was called to order at 10:05 am by Krystal Dalton.

1. **Quorum Established**

Quorum was established.

Voting Members Present: Cheri Farrell, John McGarva, Krystal Dalton, Tina Kennemore, Carla McDonald, and Rebecca Peconom.

Non-Voting Members Present: Grace Poor, Cherish Stiles, Anita Zertuche, Rosario Medina, Susan Fields, and Jennifer Miller.

1. **Regular Meeting Agenda Approval**

Krystal Dalton made a request to add updates from partnering agencies on the regular agenda. Cheri Farrell made a motion to approve the agenda with the changes. The motion was seconded by Rebecca Peconom. Roll call vote was taken: all approved, none opposed.

1. **Approval of Meeting Minutes**

There were no minutes to approve.

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

Krystal Dalton presented December 21st is the Annual Remembrance Day to honor those who have lost their lives while sleeping outside. Krystal Dalton requested anyone who is interested in participating with planning an event for next December, is encouraged to be apart of a planning committee.

1. **Correspondence Received**

There was no correspondence to present.

1. **New Business/Action Items**
   * + 1. Review and Approve Officer Member Application

Krystal Dalton presented officer member, Co-Chair, Elizabeth Krier’s, resignation from the Advisory Board. John McGarva made a motion to approve. The motion was seconded by Tina Kennemore. Roll call vote was taken; all approved, none opposed.

b. Elect and/or Approve Co-Chair Application

Krystal Dalton requested nominations for the Co-Chair position on the Lassen County Advisory Board. There was no action taken on this item.

c. Review and Approve Secretary Member Application

Krystal Dalton presented Secretary Non-Voting Member, Cherish Stile’s, Application. Krystal Dalton made a motion to approve. The motion was seconded by Rebecca Peconom. Roll call vote was taken; all approved, none approved.

d. 2024 Advisory Board Meeting Calendar

Krystal Dalton presented the 2024 Meeting Calendar and requested feedback regarding meeting dates and times. The members of the advisory board agreed that the meeting dates and times can remain on the first Wednesday of every month at 10:00 am, unless there needs to be a Special Meeting. Krystal Dalton will finalize the calendar and send it out at the next meeting.

e. Discuss Homeless Housing, Assistance Program (HHAP) Round 5

Grace Poor presented that there is an opportunity to apply for funds and contract with

Housing Tools to generate a plan. The plan is to identify goals, how to address homelessness for NorCal regional needs and submit the plan in the application. Previous funding through HHAP has been delayed due to Shasta County Lead Agency transitioning to the City of Redding. HHAP 4 funds will be allocated to the new Lead Agency once the contract is executed. There will be three public meetings regarding HHAP 5 plans, the first meeting is scheduled for January 31st from 6:00 pm to 8:00 pm, second meeting is scheduled for February 8th from 10:00 am to 12:00 pm, and the third meeting is scheduled for February 22nd from 12:00 pm to 2:00 pm. Krystal Dalton will send out the flyer to the Advisory Board and members from the public are encouraged to attend.

f. Discuss Housing Element Update

Grace Poor presented that the Housing Element is a general plan that addresses the needs, policies, programs, including zoning regulations, in regards to homelessness. Grace Poor informed the advisory board that there will be a presentation on the draft of the updated Housing Element, and the public is encouraged to participate. The public meeting is scheduled for January 18th, and Krystal Dalton will send out the zoom link to the Advisory Board.

1. **HMIS/CES Committee Updates**

Grace Poor presented that United Way has taken over the responsibility for the NorCal CoC’s administration of the Homeless Management Information System (HMIS). Grace Poor informed the advisory board that United Way is working on creating an easy process to become licensed, with a streamlined training for all users. The update is in process and going very well. Grace Poor invited other agencies that are interested in becoming HMIS users, to reach out for more information.

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

Krystal Dalton presented that the PIT Count is happening on January 24th, and that planning is going well for both the unofficial Street Count as well as the required Shelter Count.

1. **Executive Board Updates**

Grace Poor presented that changes with the Lead Agency from Shasta County to the City of Redding is going well, and that the Executive Board is pursuing funding opportunities to cover the costs of the CoC.

1. **General Updates** 
   1. Permanent Supportive Housing Update

Grace Poor presented that the Permanent Supportive Housing project is pending, there is a stall due to zoning regulations and there is no update to provide. Grace Poor mentioned that the Homekey Project that was applied for is still pending. The State has provided positive feedback in the application to rehab the old hospital, where there could be units for youth and adults. Grace Poor presented that it is possible that awards could be announced soon, and that they are announced in phases. An update will be provided as soon as there is one.

b. Street Outreach Update

Krystal Dalton presented that this months Street Outreach will occur during the PIT Count and that planning is going well.

c. Discuss Meeting Location

Krystal Dalton discussed possible meeting locations for the Advisory Board Meetings that would work best for members and participants. Krystal Dalton requested feedback regarding what location is preferred. The members from the advisory board agreed that the 1400 Chestnut location is best and easier to access. Public Health has sign in process and it takes time to get into the meeting room. The location was easier for attendees that were coming from the Lassen County Jail or Lassen WORKs, as it was closer. The Advisory Board agreed that meeting at 1400 Chestnut would be best. Tina Kennemore stated that the meeting dates and times are scheduled on the calendar and the conference room is reserved for the meetings, on an ongoing basis.

d. Agency Updates

Lassen Family Services staff, Anita Zertuche and Rosario Medina, provided an update regarding the housing services LFS offers. The transitional housing services they provide is going well.

Lassen County Jail staff, John McGarva, presented there are no updates but that his agency is working on the CalAim project and is busy with that right now.

Susanville Indian Rancheria staff, Rebecca Peconom, presented that Elizabeth Krier is no longer with the agency and that the new Director is Percy Tahata. Rebecca Peconom also presented that there are ESG funds that the agency is receiving that could be provided to anyone in Lassen County who qualifies for servies and that funding is to be received on January 15th.

Crossroads staff, Cheri Farrell and Susan Fields, presented that they are serving people in Westwood on Mondays, Wednesdays and Fridays, and that there is a big need for services for the people in Westwood. They presented that right now they have a waitlist for their transitional housing and partnering with shelters in Reno if Crossroads is full. They also presented that crossroads is working closely with the Lassen County Jail and that is going well.

1. **Discussion Items for Next Meeting**
2. **Adjournment**

Cheri Farrell made a motion to adjourn the meeting. John McGarva seconded the motion. Roll call vote was taken: all approved, none opposed.

Meeting was adjourned at 10:44 am.