Lassen County Advisory Board of the

NorCal
Continuum of Care ™

Lassen County Advisory Board Meeting
March 6, 2025
12:00 pm to 1:00 pm
1445 Paul Bunyan Road, Aspen Room
Susanville, CA 96130

1. **Call to Order**

2. **Quorum Established.**

3. **Regular Meeting Agenda Approval**

4. **Approval of Meeting Minutes**
   a. Approve February 6, 2025 Minutes (Attachment 1)

5. **Public Comments (limited to three minutes 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.

6. **Presentation:** Section 8 (Plumas County Community Development Commission)

7. **Correspondence Received**
   a. HHAP-6 Information (Attachment 2)

8. **New Business/Action Items**
   a. Action: Governance Charter Changes (Attachment 3)
   b. Discussion: CalAIM Grant Opportunity (Attachment 4)
   c. Discussion: Lassen County Regional Plan Update

9. **Youth Action Board Updates**

10. **HMIS/CES Committee Updates**

Advisory Board Members

Krystal Dalton, Chair
Lassen County Housing and Grants

Rebecca Peconom, Vice-Chair
City of Susanville

Brett Lindsey
Lassen Family Services

Carla McDonald
Salvation Army

Cheri Farrell
Crossroads Ministries

Cody Evans
Lassen Community College

Tina Kennemore
Lassen County Adult Services

Tiffany Armstrong
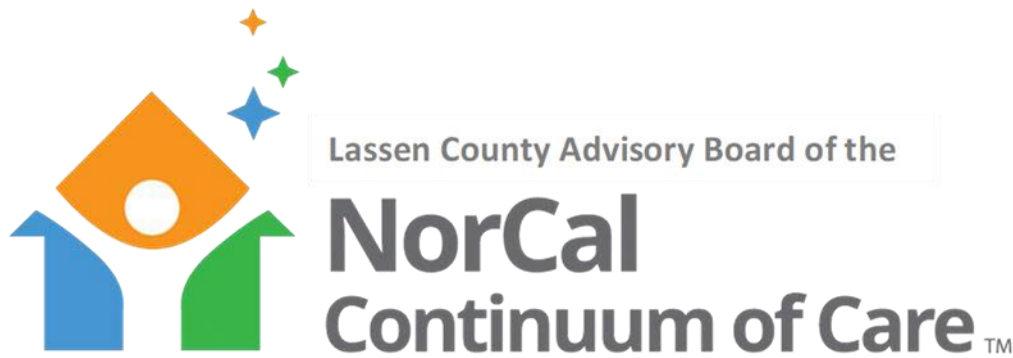Lassen County Behavioral Health

Vacant Voting Member
(Youth Action Board)

Vacant Voting Member
(Lived Experience)

Grace Poor, Secretary
(Non-Voting Member)

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11. PIT Committee Updates

12. Executive Board Updates
   a. 2/20/25 NorCal CoC Executive Board Meeting Summary of Actions (Attachment 5)

13. General Updates
   a. Permanent Supportive Housing Update

**14. Discussion Items for Next Meeting**

15. Adjournment

Next Meeting
Thursday, March 2, 2025
12:00 pm to 1:00 pm

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. **The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.**

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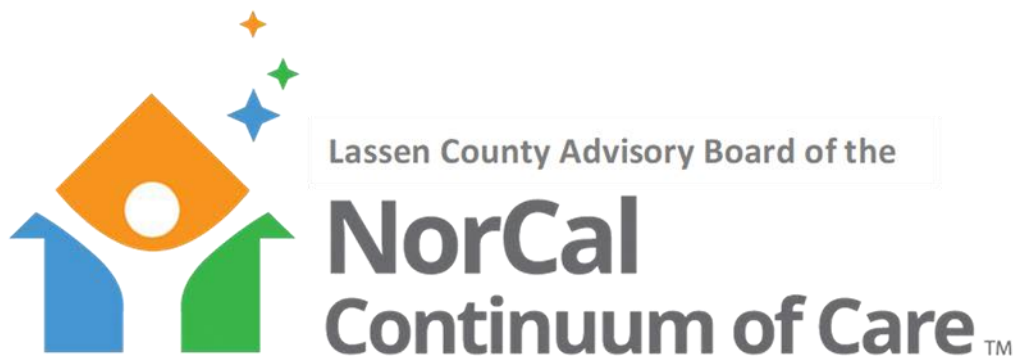
Lassen County Advisory Board Meeting Minutes
February 6, 2025
12:00 pm to 1:00 pm
1445 Paul Bunyan Road, Aspen Room
Susanville, CA 96130

1. **Call to Order**
   The meeting was called to order at 12:03 PM by Krystal Dalton.

2. **Quorum Established.**
   Quorum was established.

   Voting Members Present:
   Krystal Dalton, Rebecca Peconom, Brett Lindsey, Carla McDonald, Cheri Farrell, Cody Evans, Tina Kennemore, and Tiffany Armstrong

   Non-Voting Members Present:
   Tammy Swayze, Brie Buckler, Kristen Calvillo Hefner, Alyssa Soto, Lisa O'Connell, Amanda Johnson and Grace Poor.

3. **Regular Meeting Agenda Approval**
   Tina Kennemore made a motion to approve the meeting agenda. The motion was seconded by Tiffany Armstrong. Roll call vote was taken: all approved, none opposed.

4. **Approval of Meeting Minutes**
   Krystal Dalton presented the minutes from the December 5, 2024 meeting. Tiffany Armstrong made a motion to approve the minutes. The motion was seconded by Carla McDonald. Roll call vote was taken: all approved, none opposed.

5. **Public Comments (limited to three minutes per comment)**
   a. Krystal Dalton acknowledged the recent losses in the community and her appreciation for the community coming together to support each other.
   b. Krystal Dalton read into record a written public comment from Madeline Koller regarding Lassen County's Regional Area Plan.

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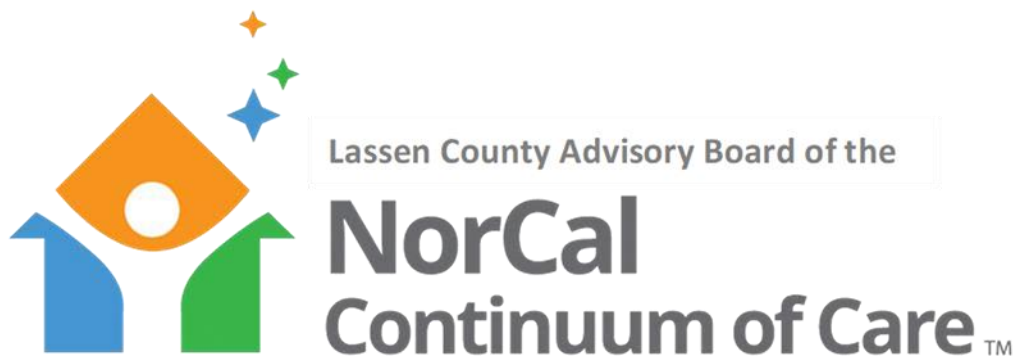
6. **Correspondence Received**
   a. <u>Governor's Budget Summary 25/26 – Housing and Homelessness</u>
   Grace Poor presented the summary to the Board which outlined the portions of the Governor's Budget Summary related to plans and funding related to housing and homelessness for the next fiscal year.

7. **Presentation: Narcan (Lassen County Public Health)**
   Kristen Calvillo Hefner and Alyssa Sota, nurses from Lassen County Public Health, gave a presentation on how and when to use Narcan.

8. **Presentation: Section 8 (Plumas County Community Development Commission)**
   Krystal Dalton announced that the presenter from the Plumas County Community Development Commission was not able to make it to the meeting and the presentation would take place at another meeting.

9. **New Business/Action Items**
   a. <u>Officer Position: Chair (Action Item)</u>
   Krystal Dalton asked for nominations for the Chair position for the Advisory Board. Cody Evans nominated Krystal Dalton and made a motion to elect Krystal Dalton as the Chair. The motion was seconded by Tina Kennemore. Roll call vote was taken: Krystal Dalton abstained from voting, all other members approved, none opposed.

   b. <u>CalAIM Grant Opportunity (Discussion)</u>
   Tammy Swayze led a discussion on Capacity and Infrastructure, Transition, Expansion and Development (CITED) grant. This grant provides funding to enable the transition, expansion, and development of enhanced case management and community supports through CalAIM. There will be continued discussion at a following meeting.

10. **Youth Action Board Updates**
    Krystal Dalton presented the planning team will begin recruiting youth within the next couple of weeks and that there will be an informational even on March 19th or March 26th. Krystal stated that there will be an informational flyer distributed soon.

11. **HMIS/CES Committee Updates**
    Amanda Johnson from United Way of Northern California presented that a survey regarding the VI-SPDAT went out to all HMIS users to collect feedback on that assessment process.

12. Point in Time (PIT) Count Committee Updates

Krystal Dalton presented on the 2025 PIT County. Krystal shared that the count went well and that having an established street outreach team made a significant difference. Krystal explained that more surveys were completed during the Susanville street count than in previous years.

13. Executive Board Updates

Grace Poor presented that at January's Executive Board meeting, United Way of Northern California provided a HMIS LSA update which included details on the data cleanup the seven counties had done. Additionally, Grace shared that the City of Redding had provided the Executive Board a budget breakdown of what it costs to run an CoC.

14. General Updates
   a. Carla McDonald from the Salvation Army shared that they spent all of the HHAP-4 funds in six weeks.
   b. Rebecca Peconom shared that the Homelessness Solutions Community Presentation on January 9, 2025 went well.
   c. Brett Lindsey shared flyers from Lassen Family Services on the clothing closet and a CASA BINGO event.
   d. Brie Butler shared that the Lassen County Office of Education (LCOE) will be hosting their second Day of Play on February 22, 2025 and that LCOE had purchased a tutoring program. Interest individuals can reach out to Brie.

15. Discussion Items for Next Meeting
   a. Roots Food Bank
   b. Section 8 Presentation
   c. CITED Grant
   d. Lassen County Regional Area Plan

16. Adjournment

Cody Evans made a motion to adjourn the meeting. The motion was seconded by Carla McDonald. Roll call vote was taken: all approved, none opposed. The meeting adjourned at 12:57 PM.

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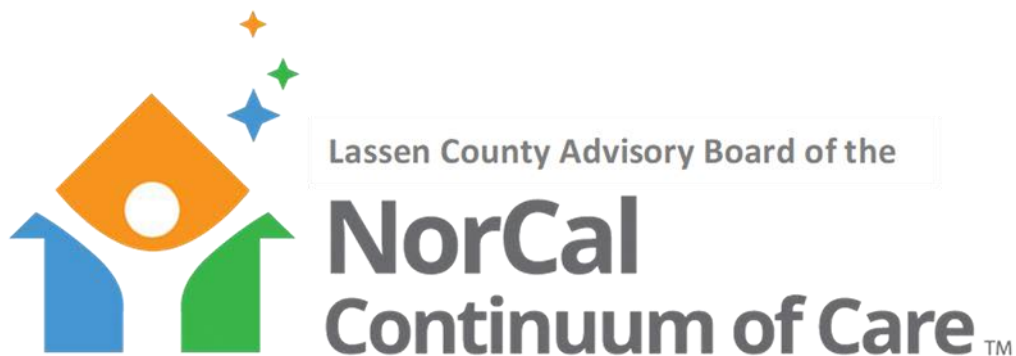
Next Meeting
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California Department of
Housing and Community Development

CONTINUUM OF CARE	ALLOCATION
Alpine, Inyo, Mono Counties CoC	$129,182.63
Amador, Calaveras, Mariposa, Tuolumne Counties CoC	$876,248.10
Bakersfield/Kern County CoC	$3,252,720.70
Chico, Paradise/Butte County CoC	$1,683,030.08
Colusa, Glenn, Trinity Counties CoC	$302,238.57
Daly/San Mateo County CoC	$2,595,839.30
Davis, Woodland/Yolo County CoC	$1,148,019.07
El Dorado County CoC	$346,111.91
Fresno City & County/Madera County CoC	$5,246,520.28
Glendale CoC	$213,273.18
Humboldt County CoC	$1,917,021.23
Imperial County CoC	$1,837,805.48
Lake County CoC	$736,097.15
Long Beach CoC	$4,114,344.36
Los Angeles City & County CoC	$86,772,936.22
Marin County CoC	$1,328,387.25
Mendocino County CoC	$943,276.82
Merced County CoC	$1,020,055.16
Napa City & County CoC	$504,543.41
Nevada County CoC	$628,851.21
Oakland, Berkeley/Alameda County CoC	$11,516,751.83
Oxnard, San Buenaventura/Ventura County CoC	$2,873,703.79
Pasadena CoC	$677,599.37
Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties CoC	$2,929,764.17
Richmond/Contra Costa County CoC	$3,464,775.18
Riverside City & County CoC	$5,178,272.86
Roseville, Rocklin/Placer County CoC	$855,530.14
Sacramento City & County CoC	$8,061,726.28
Salinas/Monterey, San Benito Counties CoC	$3,725,577.82
San Bernardino City & County CoC	$5,185,585.08
San Diego City and County CoC	$12,924,354.84
San Francisco CoC	$10,143,272.54
San Jose/Santa Clara City & County CoC	$12,667,208.31
San Luis Obispo County CoC	$1,431,977.08
Santa Ana, Anaheim/Orange County CoC	$8,923,349.94
Santa Maria/Santa Barbara County CoC	$2,582,433.56
Santa Rosa, Petaluma/Sonoma County CoC	$3,073,571.23
Stockton/San Joaquin County CoC	$5,766,906.84
Tehama County CoC	$394,860.06
Turlock, Modesto/Stanislaus County CoC	$2,500,780.40
Vallejo/Solano County CoC	$2,102,264.22
Visalia/Kings, Tulare Counties CoC	$2,037,672.92
Watsonville/Santa Cruz City & County CoC	$2,254,602.21
Yuba City & County/Sutter County CoC	$1,130,957.22

LARGE CITY	ALLOCATION
Anaheim*	$5,947,854.53
Bakersfield	$6,504,298.17
Fresno	$10,491,196.56
Irvine*	$5,947,854.53
Long Beach	$8,227,242.64
Los Angeles**	$143,640,000.00
Oakland	$23,029,455.86
Riverside	$10,354,725.71
Sacramento	$16,120,619.10
San Diego	$25,844,167.11
San Francisco	$20,282,980.01
San Jose	$25,329,964.46
Santa Ana*	$5,947,854.53
Stockton	$11,531,786.79

COUNTY	ALLOCATION
Alameda	$10,783,301.90
Alpine	$0.00
Amador	$243,052.20
Butte	$1,575,845.50
Calaveras	$187,138.78
Colusa	$63,901.05
Contra Costa	$3,244,119.29
Del Norte	$791,916.56
El Dorado	$324,069.60
Fresno	$4,301,909.86
Glenn	$116,391.20
Humboldt	$1,794,934.80
Imperial	$1,720,763.94
Inyo	$81,017.40
Kern	$3,045,569.61
Kings	$470,129.14
Lake	$689,218.45
Lassen	$152,906.08
Los Angeles***	$85,120,000.00
Madera	$610,483.23
Marin	$1,243,788.26
Mariposa	$59,336.69
Mendocino	$883,203.78
Merced	$955,092.45
Modoc	$30,809.43
Mono	$39,938.16
Monterey	$2,779,695.60
Napa	$472,411.32
Nevada	$588,802.52
Orange	$8,355,062.07
Placer	$801,045.28
Plumas	$152,906.08
Riverside	$4,848,492.04
Sacramento	$7,548,311.33
San Benito	$708,616.98
San Bernardino	$4,855,338.58
San Diego	$12,101,261.03
San Francisco	$9,497,293.31
San Joaquin	$5,399,638.58
San Luis Obispo	$1,340,780.92
San Mateo	$2,430,522.02
Santa Barbara	$2,417,970.02
Santa Clara	$11,860,491.01
Santa Cruz	$2,111,016.78
Shasta	$1,155,924.32
Sierra	$13,693.09
Siskiyou	$578,532.71
Solano	$1,968,380.51
Sonoma	$2,877,829.35
Stanislaus	$2,341,516.99
Sutter	$459,859.33
Tehama	$369,713.21
Trinity	$102,698.11
Tulare	$1,437,773.59
Tuolumne	$330,916.14
Ventura	$2,690,690.57
Yolo	$1,074,906.92
Yuba	$599,072.33

HHAP 6 Allocations are developed per HSC 50241(a), and based on the 2024 Point-In-Time (PIT) count. For description of the methodology, see "Appendix C: HHAP 6 Allocation Methodology" within the HHAP 6 NOFA. The HHAP 6 Allocation is the total HHAP 6 base allocation award amount that eligible applicants are eligible to receive. The awards will be made in two disbursements: an initial disbursement and a remainder disbursement.

*When more than one eligible Large City is within the same CoC PIT count area, the proportionate share of funds shall be equally allocated to those Large Cities.

**No more than 45 percent of the total allocation for Large Cities can be allocated to an individual Large City, the excess is redistributed to all other Large Cities proportionately.

***No more than 40 percent of the total allocation for Counties can be allocated to an individual County, the excess is redistributed to all other Counties proportionately.

NorCal CoC Governance Charter

Point-In-Time Count (PIT) and Housing Inventory Count (HIC)

Annually, the CoC assesses the needs of homeless persons in the seven Counties through a well- coordinated point in time count, an on-going review of trends through analysis of HMIS data, and an identification of homeless needs and housing/services resources available within the CoC.

A. Point in Time Count

The PIT Count of homeless persons within the CoC geographical area enumerates the following:
1. The number of homeless persons who are living in places not designed for or ordinarily used as regular sleeping accommodations for humans (unsheltered homeless persons);
2. Identify the number of homeless persons living in emergency shelters and transitional housing projects (sheltered homeless persons); and
3. Identify other annual count requirements established by HUD by Notices

B. Housing Inventory Count

The HIC Count of homeless persons within the CoC geographical area enumerates the following:
1. Available beds dedicated to the homeless population;
2. The number of beds dedicated to serve homeless persons in all available project types including emergency shelters, transitional housing, rapid re-housing, permanent supportive housing, other permanent housing, or safe havens;
3. The number of HMIS dedicated beds; and
4. Beds available for subpopulations including but not limited to veterans and youth.

C. County Responsibility

Each County Advisory Board is required to appoint a PIT/HIC lead. The County PIT Lead or designee must;
1. Coordinate the PIT and HIC counts within their County and include all agencies who provide services to the homeless;
2. Participate in the CoC PIT/HIC committees;
3. Act as the lead trainer for their County;
   a. Ensure only trained volunteers participate in the count.
4. Ensure data quality by reviewing submitted surveys;
5. Enter surveys in the online platform; and
6. Report any concerns to the Executive Board and the Administrative Entity.

D. CoC Member Participation Requirements

PIT participation is mandatory for CoC voting members.
Participation is defined as any of the following:
   a. Participate on a PIT committee or sub-committee preparing for PIT
   b. Participate in the PIT Count
   c. Participate as the PIT Administrator

d. In the alternative, applicant could partner with agency that does currently meet PIT participation requirements.
e. Additionally, applicant could stipulate when they will meet the PIT participation requirements.
    i. Participant must commit to participating in the following year PIT count.
f. Participation can include donations to the PIT
g. Participation can include entering PIT data

Funding

The Administrative Entity develops a strong application and aggressively seeks resources from other funding opportunities as appropriate. The CoC adequately manages the funds, conducts activities that achieve CoC outcomes and goals, and maximizes the use of the funds. The CoC follows a collaborative process for developing applications and approving the submission of applications in response to a NOFA published by HUD and/or the State of California; in concert with the funding priorities and plan adopted by the Strategic Plan.

When funding is made available to the CoC, a NOFA process begins, which will include an open application process across the CoC region, including an addendum with County specific criteria if applicable, and use of the Rating and Ranking committee when funds are oversubscribed.

A. Application Standards and Thresholds

The Administrative Entity will annually update the requirements for federal and/or state applications, as specified in the funding contract.

All Applicants must meet the following threshold requirements:
1. Service providers and counties receiving CoC funding must actively participate in the PIT/HIC count as per section D of the PIT and HIC;
2. Actively collect and enter HMIS data, including, but not limited to the following:
    a. Provide timely and accurate HMIS data input, based on current HMIS user policy;
    b. Provide timely responses to data requests; and/or
    c. Applicant may partner with an agency that does currently collect and enter HMIS data. The partner Agency must be listed in the application.
3. Participate in Coordinated Entry, per user agreement as referenced in 24 CFR 578.7;
4. Be a member of their local NorCal CoC Advisory Board, voting or participant in good standing;
5. A completed application is submitted by the deadline;
6. Provide the following completed certifications with the funding application or NOFA;
    a. Advisory Board certification of member status;
    b. HMIS certification of project participation; and
    c. Point in Time Participation certification.
7. The applicant's organization must adequately demonstrate they have capacity and experience to successfully manage the funds, including consideration of their ability to manage existing grants; additional financials may be requested per the project funding per **2 CFR Part 200.501**;

8. The applicant's organization must adequately demonstrate they have capacity and experience to implement the project in their application;
9. The grant request is reasonable based upon the proposed scope, number of client services, and availability and utilization of existing competitive programs within the geographical area;
10. The application is likely to improve the CoC's outcome performance and will contribute to reducing homelessness; and
11. The project meets specific threshold requirements per the NOFA.

B. Rating and Ranking

Agencies may be called upon to participate in the Rating and Ranking (R&R) committee. R&R committees are neutral groups without a conflict of interest, consisting of three or more individuals comprised of active CoC voting members or participants who will rate, rank, and determine funding amounts of applications based on the NOFA Application criteria. Committee members should be familiar with housing and homeless needs and be willing to review projects with the best interest of homeless persons in mind. The R&R committee members must be able to meet deadlines set by the Administrative Entity.

C. Grievance and Appeals

All funding applications not meeting thresholds will be denied. Applicants may submit a grievance or appeal to the Administrative Entity to be reviewed by the established Grievance Committee. The Grievance Committee will provide a written decision, the Committee's determination will be considered final.

D. Grant Sub-recipient threshold requirements

1. Any agency awarded CoC funding must maintain threshold requirements throughout the grant performance period, in accordance with the funding agreement.
2. Upon request of remaining funds, the Administrative Entity will confirm adherence with continuing to meet threshold requirements.
3. If a Grant Sub-recipient is not maintaining threshold requirements they will not be eligible to receive remaining funds until requirements are met, or will be required to repay the funds, as outlined in the contract.

PATH Capacity and Infrastructure, Transition, Expansion, and Development (CITED) Initiative: Round 4 (LINK)

Due: March 7, 2025 **Award Announcement:** Fall 2025	**Term:** 1 year	**Max:** $25 million in CITED across all rounds.	**Match:** None

Eligible Applicant: ECM and/or Community Support providers or entities intending to provide ECM and/or Community Supports. Applicants must be actively contracted with a Medi-Cal Managed Care Plan (MCP) for the provision of ECM and/or Community Support services.

Grant Purpose and Objectives

The CITED Initiative will provide funding to enable the transition, expansion, and development of ECM and Community Supports capacity and infrastructure.

Core Objective: PATH will fund services for members during the transition to CalAIM and provide tools and resources to county and community-based providers. These providers include hospitals, county, city, and other government agencies, justice agencies, community-based organizations (CBOs), Tribes and Indian health care providers, and others to ensure successful implementation.

DHCS has identified the following priorities for Round 4:

- County-Specific ECM and Community Supports gaps
- Statewide ECM and Community Supports gaps
    - Birth Equity
    - Justice-Involved
    - Transitional Rent
- Tribal Entities or other entities serving tribal members
- Rural counties
- Entities operating in counties with lower funding in prior CITED rounds
- Entities serving individuals whose primary language is not English
- Local CBOs

What is funded: The following categories are allowable CITED funding requests: 1) staffing and training, 2) infrastructure development, 3) technology upgrades, and 4) capacity building. The applicant will select from these categories as they complete their CITED Round 4 Funding Request.These allowable use categories apply to all CITED funding requests, including retroactive requests, and are subject to change at the discretion of DHCS.

- Training and Recruitment
    - This allowable use category is to support eligible training and recruiting costs specific to providing ECM and/or Community Supports. Please refer to "Funding to Support Staff Salaries" for guardrails on funding for staff salaries.
- Modifying, purchasing and/or developing the necessary referral, billing, data reporting or other infrastructure and IT systems, to support integration into CalAIM.
- Funding for IT infrastructure requests must meet the requirements as outlined in the "Information Technology (IT) Systems/Software Requests" below.
- Evaluating and monitoring ECM and Community Supports service capacity to assess gaps and identifying strategies to address gaps.
- Developing a plan to conduct outreach to populations who have traditionally been under-resourced and/or underserved to engage them in care.
- Other items as approved by DHCS.

- Indirect rates will be capped at 5% and are automatically added to your total requested funding in the funding request workbook. Applicants should not create a separate line item on tabs 2 or 3 of the workbook for indirect costs.
    - Indirect costs include administrative overhead expenses not identified with the funding request but necessary for the general operation of activities.
    - Indirect costs for CITED requests may include, but are not limited to: Travel, Training not specific to ECM and/or Community Supports (see Training Requests), Goods and services (e.g., mail services, payroll services, procurement, or legal services, etc.), Advertising, Communication costs, Regular ongoing operation and maintenance costs for supplies and facilities

Requirements for Submission

All funding requests included in an applicant's budget must align with one of the four Allowable Use Categories listed above, with the intent to support transition, expansion, development, and deliver and/or bolster capacity to support ECM/Community Supports.

- Applicants should explain the **overall goals of their project**, their ability to complete their project/goals within the **1-year spending timeframe**, services that will be provided by the applicant organization through CITED funding, and their approach to sustainability post CITED funding.

- Applicants are encouraged to coordinate requirements with local MCPs or the authorized subcontractor or network provider that they contract with or strongly intend to contract with to provide ECM/Community Supports services. Applicants are strongly encouraged to seek IPP funding for their request from MCPs, apply for Technical Assistance (TA) offered in the PATH TA Marketplace, and explore funding opportunities related to the Data Exchange Framework to avoid duplication of PATH funding from CITED.

How to Apply (Application Process)

1. Potential applicant reviews guidance materials and attends webinars.

2. Apply via GrantsConnect.

3. After submission, the application will be reviewed by the TPA and DHCS. During the review period, the Applicant may be requested to provide clarification or additional information via a revision request through GrantsConnect. Applicants will have 3 business days to respond to the request. Please ensure that notifications from GrantsConnect (from the domain yourcausegrants.com) are enabled and check your junk/spam folders regularly.

4. Applicants will be notified of the decision after all applications have been reviewed.

2/20/25 NorCal CoC Executive Board Meeting Summary of Actions taken

1. Action Items
    I. **Approved Meeting Minutes** from the 10/17/2024 All NorCal CoC Member Meeting and 11/21/2024 Executive Board Meeting

    II. **Approved Letters of support for Nations Finest** to apply for SSVF funding to serve homeless and at-risk veterans in this CoC service area.

    III. **Approved Data/Performance Ad hoc Workgroup** continuation for a one-year period.
        i. Next meeting is scheduled for February 26, 2025 2:30 to 4:00 where a 2025 workplan will be discussed and leadership can be identified at that time.

    IV. **Postponed action on NorCal CoC Administrative Entity Request for Proposals (RFP)** Scheduled a special Executive Board meeting for March 4, 2025 3:00 pm. Executive Board members requested time to present proposed Administrative Entity RFP to Advisory Boards in March. Additional information will be provided to identify the costs expended so far for NorCal CoC operations compared to the adopted Budget. Agenda for the meeting will be available March 3, 2025 before 3pm.