



Siskiyou County Advisory Board Special Meeting
May 7, 2025
1:30pm – 3:00pm
Red Oak Room, Behavioral Health, 2060 Campus Drive, Yreka

Teleconference locations:

Karuk Tribe
635 Jacobs Way
Happy Camp, CA 96039

Dunsmuir City Hall
5915 Dunsmuir Avenue
Dunsmuir, CA 96025

- 1. Call to Order/Quorum Established/Introductions**
- 2. Approval of Meeting Minutes from April (Attachment A)**
Board members will review and approve minutes from April 2, 2025.
- 3. 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.
- 4. Committee Updates**
 - a. Executive Board Update – Maddelyn Bryan**
 - b. HMIS/CES Committee – Maddelyn Bryan**
 - c. Governance Charter Workgroup (Attachment B)- Maddelyn Bryan**
 - d. PIT Committee Update – Duane Kegg**
- 5. New Business**
 - a. Action; Membership Application for Sara Johnson, Replacing Brittany Collier as the Siskiyou County Office of Education Representative (Attachment C) – Joanne Johnson**
- 6. Member Updates**
 - a. Yreka Basecamp – NVCSS**

Advisory Board Members:

Nancy Ogren, Chair
Siskiyou Co. Board of Supervisors

Michael Aiuto
Homeless Advocate

Trish Barbieri
Social Services Division

Christina Brown
Fairchild Medical Center

Michael A McNair
United Way

Vacant
Siskiyou Co. Office of Ed

Sarah Collard, Ph.D.
Health and Human Services Agency

Mark Gilman
Yreka Police Department

Steven Bryan
Community Resource Collaborative

Paul McCoy
City of Yreka

Denise Patterson
Yreka Food Bank

Sara Spence
Karuk Tribal Housing Authority

Brian Linsley
Youth Empowerment Siskiyou

Dustin Rief
City of Dunsmuir

Carla Charraga
Siskiyou Domestic Violence & Crisis Center



- b. Integrated Shelter Plan (Attachment D) – Nancy Ogren
- c. Other Updates - All Members

7. Discussion Items for Next Meeting

8. Adjournment

Next Meeting

June 4, 2025
1:30pm-3:00pm

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 530-841-2748 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.



Siskiyou County Advisory Board Special Meeting
April 2, 2025
1:30pm – 3:00pm
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Teleconference locations:

Karuk Tribe
635 Jacobs Way
Happy Camp, CA 96039

1. Call to Order/Quorum Established/Introductions

Nancy Ogren, Chair, called the meeting to order at 1:30 PM. A quorum was established.

Present: Members Nancy Ogren, Michael Aiuto, Christina Brown, Steven Bryan, Paul McCoy, Carla Charraga and Brian Linsley.

Alternate Members Maddelyn Bryan and Susan Cervelli.

Staff/participants/public attendees: Lorenzo Love, Dawnmarie Autry, Alexandra Agron, Joel Newlyn, Darlene Bryner, Bob Mason, Katy Popa, Rico Gutierrez, Joanne Johnson, Emily Tuholski, Erika Cavener and Eric Jauregui.

Zoom: Member Sara Spence.

Participants: Tara Kilcollins, Sasha Hight, Jason Athas, Stephanie Bullock, Trish Barbieri and Michael A McNair.

2. Approval of Meeting Minutes from March (Attachment A)

Susan Cervelli motioned to approve the meeting minutes from March 11, 2025. Christina Brown seconded. A roll call vote was taken. The motion passed by unanimous vote.

3. Public Comments (limited to 3 mins. per comment)

Lorenzo Love expressed concern about extreme heat and its impact on vulnerable populations. He urged early planning for a cooling shelter.

Advisory Board Members:

Nancy Ogren, Chair
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Dawnmarie Autry reported an ongoing dog issue. Puppies and off-leash dogs come down the hill and cause conflicts with her service dog. She requested City and County coordination to address this issue.

Luther Finley spoke about Tuesday evening dinner service. He noted that leftover meals were given to Crossroads residents.

Paul McCoy proposed that the City establish a managed homeless camp on City property.

Maddelyn Bryan announced that Brittany Collier, the former McKinney-Vento liaison, has resigned from the Advisory Board. Sara Johnson submitted a membership application to take Brittany's place as the new McKinney-Vento liaison. This application will be included on the May agenda.

Maddelyn Bryan also provided an overview of Brown Act meeting requirements and how they apply to this Advisory Board. Emailing agendas to Board members and participants is a courtesy, not a requirement. Agendas are posted online before each meeting in compliance with Brown Act requirements.

Bob Mason shared that a local unhoused woman recently died after being unable to access substance abuse treatment. He called for greater awareness and action.

Katie Popa introduced herself and noted her connection to the Community Resource Center.

4. Committee Updates

a. Executive Board Update – Maddelyn Bryan

Maddelyn Bryan shared the following notes from the Executive Board Meeting:

- The governance charter update was approved.
- The request for proposals for a new administrative entity was approved and the application is open if any organizations are interested.
- Housing Tools was approved to work on the HHAP 6 housing plan.

b. HMIS/CES Committee – Maddelyn Bryan

Maddelyn Bryan shared that the HMIS/CES Committee is working on updating the security section of the HMIS policies and procedures. She also noted some insights from a recent HMIS survey.

c. Governance Charter Workgroup - Maddelyn Bryan

This meeting was cancelled.



d. PIT Committee Update – Duane Kegg

Duane Kegg did not attend.

5. New Business

a. Presentation; NorCal Connect – Michael A McNair

Michael A McNair presented on NorCal Connect, a new 211 initiative.

b. Presentation; Take Charge America (Attachment B) – Jason Athas/Maddelyn Bryan

Jason Athas and Stephanie Bullock presented on Take Charge America, a nonprofit providing free credit help and financial planning.

c. Discussion; HHAP-6 (Attachment C) – Maddelyn Bryan

Maddelyn Bryan announced that the HHAP 6 Notice of Funding Availability has been released. The entire NorCal CoC will submit a joint application, with Housing Tools updating the Homeless Action Plan to support the application. Ms. Bryan asked for input on funding priorities, which led to a discussion about how the funds might be used and the timing of the grant.

d. Discussion; Data/Performance Workgroup – Maddelyn Bryan

Maddelyn Bryan introduced the Data and Performance Workgroup, which monitors the CoC's progress on key data performance measures. Those interested in participating can contact Ms. Bryan or Shawonna Flanigan from the City of Redding.

6. Old Business

a. Action; Appoint Co-Chair Position – Nancy Ogren

Nancy Ogren motioned to approve Steve Bryan as the Co-Chair. Maddelyn Bryan Seconded. A roll call vote was taken. The motion passed by unanimous vote.

7. Member Updates

a. Yreka Basecamp – NVCSS

Tara Kilcollins provided an update on Yreka Basecamp. The City inspector identified a few minor items that need correction, and NVCSS is addressing them. City of Yreka contractors are currently reviewing plans for the kitchen.



b. Other Updates - All Members

Carla Charraga shared that April is Sexual Assault Awareness Month. The Siskiyou Domestic Violence & Crisis Center will host an open house on Wednesday, April 30th, from 11 a.m. to 2 p.m. The event will include food, networking opportunities, office tours, and information about available programs.

Steve Bryan announced that the Siskiyou Community Resource Center will host its 10th Annual Kids Day Festival on Saturday, April 19th, at Bel Air Park in Weed, California. The event will feature free food, fun activities for children, and live music for the whole family to enjoy.

Emily Tuholski shared that Adult Protective Services and In-Home Support Services are in the process of relocating out of the Behavioral Health building and into a new building. More information will be sent out in upcoming weeks.

Maddelyn Bryan provided an update on the Pallet Shetler Project, which was recently named Siskiyou Village. The structures were installed and construction such as plumbing and electrical is ongoing.

Rico Guterrez announced that Crossroads is fully leased up.

Katy Popa provided an update on the Beacon of Hope facility. She noted that several tasks remain, including the kitchen renovation, the addition of a parking lot, and improvements to property drainage. Tara Kilcollins recommended permitting the kitchen as a Limited Service Charitable Feeding Operation to help reduce renovation costs.

8. Discussion Items for Next Meeting

- **Plans for cooling center – Lorenzo Love**
- **Basecamp progress – Tara Kilcollins**

9. Adjournment

Christina Brown motioned to adjourn the meeting at 3:00 pm. Maddelyn Bryan seconded. A roll call vote was taken. The motion passed by unanimous vote.

Next Meeting
May 7, 2025
1:30pm-3:00pm



NorCal Continuum of Care™

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DRAFT

NorCal Continuum of Care CA-516

Executive Board Report – Data/Performance Workgroup Meeting March 25, 2025

Meeting Overview:

The NorCal Data/Performance workgroup met March 26th to conduct an initial project evaluation of Rapid ReHousing projects funded by HHAP-2, 3 and 4. There were 15 in attendance and the group reviewed a line-up of funded RRH projects to compare against both State and National metrics for critical RRH performance areas. Selected data points were taken from project-level HMIS reports (APR's) and also compared to an APR grouped for all RRH projects being evaluated.

Materials from the March 2025 meeting may be found at a Google Site page [by clicking here](#). The page includes the meeting agenda, RRH comparison sheets and HHAP-4 recommended performance outcomes tables. Projects were not scored since the review process is new to NorCal, rather metrics were compared to each other as well as State and Nationally published indicators.

The Governor's Office has recently published a website [Accountability.gov](#) which shows summary information about each County's housing units, homeless counts and behavioral health service connections from 2019-2023. Future HHAP funding will be requiring local evaluations and a deeper level of rigor on behalf of CoC's.

The comparison tool used for the workgroup shows NorCal Rapid ReHousing projects from each project's start date through March 12, 2025 as compared to a report grouping them all together. The goal of the information review was to familiarize the workgroup members with HMIS data points serving as indicators for households achieving Rapid ReHousing success. The sheet also reveals comparison data points from Cal ICH published with the ESG-CV funding back in 2021 as well as national and ChatGPT web queries.

The workgroup will meet April 30th to review NorCal-funded Street Outreach projects. This is a project type showing in the CA System Performance Measures that would benefit from regional expansion.

Performance Observations:

Areas of improvement noted during the session include the following:

- >Clients housing move-in rate was 7% for the region as compared to 39% for the State of CA ESG-CV funding period (housing-move-in data indicates clients obtained a unit with a lease which moves them from a homeless to housed status)
- >Clients were exited too soon, not showing increased income, public benefits or housing stability
- >CoC Housing Location services may result in further housing unit availability by establishing a regional housing locator or incorporating into the Coordinated Entry System
- >Cost Per Enrollment and Exit reflected on the spreadsheets are not accurate for the HHAP-4 grants since grantees received funding advances and haven't had enough time to submit reimbursement reports

Data compilation for the meeting revealed a few areas of the HMIS initiative needing examination including assessing the impact of duplicated HMIS Client Profiles and aligning the HMIS Project Setup with local contracting efforts.

NorCal Continuum of Care CA-516

Executive Board Report – Data/Performance Workgroup Meeting March 25, 2025

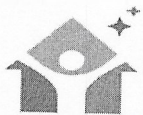
Projects accessing HHAP-4 funding were provided funding advances to ‘cost per’ enrollment and exit will not be accurate until reporting shows maybe late summer.

Comparison Data for the RRH Project Types

The table below shows key RRH Success metrics and how NorCal RRH project compare to ESG-CV baselines from the ESG-CV funding in 2021 and located metrics from HUD, National Alliance to End Homelessness and queries created through ChatGPT.

Key RRH metrics - March 2025			RRH Grouped Report	State ESG-CV	HUD/NAEH/ChatGPT
	APR Reference	DataPlan Reference			
Contract Spend Down			100% HHAP 2 - 0% HHAP 4	Grants expected to spend 100%	
Number Served in RRH	APR - 5a	RRH-01	42	Per Contract Language	
Chronically Homeless	APR - 5a	SP-02	10 or 24%	50% (not published)	5% to 15% are CH
Housing Move-In (Date Entered)	APR - 8a	RRH-03	3 or 7%	39%	31-30 Days 20% to 40%
Median Length of Stay (Leavers)	APR - 22b	RRH-06	121 days/4 mos.	5% - remain in at 9 mos	Average stay is 3-12 months, high-performing is 4-6 months
Increased Cash Income	APR - 19a1	RRH-07	0	n/a	20% to 40% on average
Non-Cash Benefit Sources Increased	APR - 20b	n/a	0	n/a	HUD encourages 50%, average shows 40%-70%
Exit Destinations to Perm	APR - 23c	RRH-02	21 or 50%	13% to Positive Dest	unable to locate
Data Quality	APR - 6x	HMIS - 03	4%	Expectation is 5% or less on all elements data issues	

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NorCal
Continuum of Care™

Name Sara Johnson

County Siskiyou

Phone 530-331-9707

Title Director of F/H Youth

Email sjohnson@siskiyoucoc.net

Agency Name (If Applicable) SCOE

Membership request: ☒ Voting Member ☐ Participant

Voting member please identify an alternate (If Applicable) Ana Lisa de la Fuente

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Local Government Staff/Officials | <input type="checkbox"/> Youth Advocates |
| <input type="checkbox"/> CDBGHOME/ESG Entitlement Jurisdiction | <input checked="" type="checkbox"/> School Administrators/Homeless Liaisons |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> CoC Funded Victim Service Providers |
| <input type="checkbox"/> Local Jail(s) | <input type="checkbox"/> Non-CoC Funded Victim Service Providers |
| <input type="checkbox"/> Hospital(s) | <input type="checkbox"/> Domestic Violence Advocates |
| <input type="checkbox"/> EMT/Crisis Response Team(s) | <input type="checkbox"/> Street Outreach Team(s) |
| <input type="checkbox"/> Mental Health Service Organizations | <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates |
| <input type="checkbox"/> Substance Abuse Service Organizations | <input type="checkbox"/> LGBT Service Organizations |
| <input type="checkbox"/> Affordable Housing Developer(s) | <input type="checkbox"/> Agencies that serve survivors of human trafficking |
| <input type="checkbox"/> Disability Advocates | <input type="checkbox"/> Other homeless subpopulation advocates |
| <input type="checkbox"/> Public Housing Authorities | <input type="checkbox"/> Homeless or Formerly Homeless Persons |
| <input type="checkbox"/> CoC Funded Youth Homeless Org. | <input type="checkbox"/> Emergency shelter |
| <input type="checkbox"/> Non-CoC Funded Youth Homeless Org. | <input type="checkbox"/> Veteran service providers and advocates |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Locality taskforce representatives |

Please provide the mission statement of the agency/organization, for individuals, explain your interest in joining the CoC

SCOE is committed to supporting students facing homelessness by providing access to essential resources, advocacy, and a stable learning environment.

Describe the agencies/organization's or personal experience working to end homelessness:

SCOE works collaboratively with community partners to address barriers to education and empower these students to achieve their full potential.

What does the agency/organization or individual hope to contribute and gain by being a member of the (CoC)?

By participating as a member we would like to gain valuable resources, collaborative partnerships, and a unified approach to addressing homelessness among students.

Statement of Commitment: By my signature below, if nominated and elected to the Continuum of Care

Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled.

I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: Sara Johnson

Date: 3/27/25

Siskiyou County Integrated Shelter Plan



Siskiyou County Office of Emergency Services
Bryan Schenone, Director
Current as January 2025

Warming or Cooling Center Definition

A Warming or Cooling Center is a temporary facility available during extreme temperature conditions when standard home coping mechanisms are ineffective or unavailable.

During disasters, power outages, or extreme weather, Centers can be opened to provide public information, charging stations for electronic devices, and power for medical equipment.

The Centers are not overnight shelters or homeless shelters. They are open for a limited number of hours and days and provide limited services. They are also not daycares for children, the elderly, or others who cannot care for themselves.

A Warming Center is a location, typically a heated building, designated as a site to provide respite and safety during extreme cold.

A Cooling Center is a location, typically an air-conditioned or cooled building, designated as a site to provide respite and safety during the hottest part of the day during an extreme heat event.

Request Process:

Step 1: Requesting City must first confirm a location for the Center and confirm police presence for the entirety of the requested Center

Step 2: Requesting City Official (i.e., City Manager) contacts the County of Siskiyou Director of Emergency Services to request the Center

Step 3: The Director of Emergency Services will review the request to make a determination that all weather condition criteria (see below) is met

Step 4: If the request is conditionally approved, the Director of Emergency Services will coordinate with the Director of Health and Human Services to request staffing

Step 5: The Director of Emergency Services will communicate to the requesting City whether or not staffing levels are sufficient to manage the Center.

Step 6: The Director of Emergency Services will finalize approval to the City if the requesting City has confirmed a location, the requesting City has confirmed police presence, and County staffing levels are available.

Step 7: If final approval is issued, social media notifications will be created and pushed to notify the community of the Warming or Cooling Center details

Responsibility

The County is committed to meeting the community's needs. It will try to serve jurisdictions by providing staffing and other resources for warming/cooling and other disaster-related centers.

As an agency with experience in sheltering and other disaster-related activities, HHSA will make every effort to provide staffing and support for the center's opening. Typically, staffing for centers will be available between 6:00 pm and 7:00 am. These hours may change based on need and are subject to adjustment.

Siskiyou County Integrated Shelter Plan

In the event HHSA has exhausted staffing resources, every effort will be made to provide supervisory staff to ensure the continuity and success of center activities, and the County will seek staffing support from other departments.

HHSA may also provide other support for center activities, such as tents, blankets, heaters, snacks/food items, and hot liquids (coffee/tea, etc.) when available and appropriate.

To ensure the safety of the shelter staff, Local or jurisdictional law enforcement agency must be provided by the requesting jurisdiction; if the requesting jurisdiction is unincorporated, a Siskiyou County Sheriff will be provided

Definition of Shelter and Centers

A Warming or Cooling Center is a temporary facility available during extreme temperatures when standard home coping mechanisms are ineffective or unavailable. During disasters, power outages, or extreme weather, Centers can be opened to provide public information, charging stations for electronic devices, and power for medical equipment.

The centers are not overnight shelters or homeless shelters. They are open for a limited number of hours and days and provide limited services. They are also not daycares for children, the elderly, or others who cannot care for themselves.

Municipalities must coordinate with Siskiyou County Emergency Services, Public Health, and Social Services to implement and operate the Centers. Especially during large-scale emergencies and declared winter storm events, the emergency services in the municipality where the centers are opened should be coordinated to ensure that the centers meet all applicable laws, regulations, and intended use.

This step ensures that the efforts of other agencies/organizations are avoided.

For a municipality to obtain support from a County or State entity, the needs must exceed or have exhausted the operator's capabilities (e.g., transition to an overnight shelter, access to social services, additional staffing, or multiday emergency).

When requesting/ opening a Center, the county must define guidelines, and several factors could lead to the County taking over a municipality's warming/ cooling center. The County Crisis Action Team (CAT) must determine that an emergency exceeds the capabilities and displaces community members through risk and vulnerability assessment. Disasters such as wildfires, Floods, Technological/ infrastructure failures, and Major storms with wind chill (combination of temperature and wind speed) and heat index (combination of temperature and humidity) as indicated by the National Weather Service (NWS) in the following charts.

The populations most at risk to the elements and require a warming and cooling center are those who are economically disadvantaged, socially vulnerable, and unhoused due to their lack of access to the basic needs and shelter required to stay adequately warm or cool and regulate body temperature.

Victims of hypothermia are most often:

- Older adults with inadequate food, clothing, or heating
- Babies sleeping in cold bedrooms
- People who remain outdoors for long periods — people experiencing homelessness, hikers, hunters, etc.
- People who drink alcohol or use illicit drugs.

Victims most susceptible to Heat-related illness

Infants and children younger than four and adults older than 65 are at higher risk of heat-related illness. Those unable to regulate their bodies' temperature aren't fully developed in the young and may be reduced by illness, medications, or other factors in older adults. Certain drugs and narcotics can lead to heat illnesses.

Checklist Items that should be done before requesting Centers

- Has the local agency exhausted all resource requests, locally and VOAD, i.e., Community Service Groups, Red Cross, and Faith-Based organizations?
- Has a location been identified, and has MOU/MOA been verified?
- Is the identified location Private, local municipality, or County
- Has capacity and capability been reached or inundated
- Has local authorities, including the city manager, board of supervisors, public health, and law enforcement, been notified?
- Does the Center benefit the whole community or a localized community set?
- Has a funding source been established, recognized, or requested?

Weather Criteria:

Warming Center

- Two (2) consecutive nights with overnight forecasted lows by the National Weather Service (NWS) of sub-freezing temperatures.
- The NWS determined two (2) consecutive nights of rainfall or snowfall with major or extreme risk levels.
- Consecutive nights of sub-freezing and Wet, Cold, and Wind as defined by the above
- A combination of the Extreme Cold Weather Events defined above.

Cooling Center

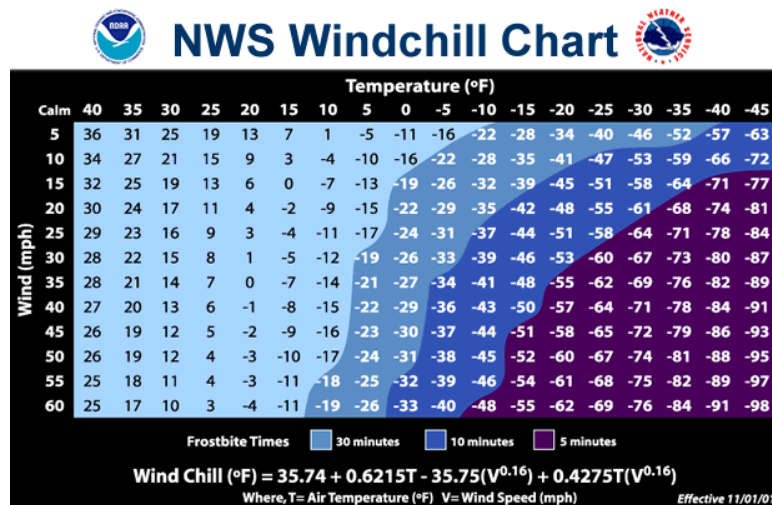
- Three (3) consecutive days and nights of extreme forecast highs by the National Weather Service (NWS) of 100+ temperatures.
- The NWS determined three (3) consecutive days and nights of extreme heat with high Air Quality Index (AQI) risk levels.
- A combination of the Extreme and Heat Advisory Weather Events defined above.

What are the criteria for opening a Warming shelter?

The City and County follow these guidelines for evaluating warming center openings.

- Two (2) consecutive nights with overnight forecasted lows by the National Weather Service (NWS) of sub-freezing temperatures.
- The NWS determined two (2) consecutive nights of rainfall or snowfall with primary or extreme risk levels.
- Consecutive nights of sub-freezing and Wet, Cold, and Wind as defined by the above
- A combination of the Extreme Cold Weather Events defined above.

This criterion is very similar to the one used by multiple California jurisdictions.



Following a freeze warning issued by the National Weather Service and Siskiyou County Office of Emergency Services, a requesting jurisdiction/ City will request a warming shelter at a defined location to continue partnering with the Siskiyou County Health and Human Services to co-open and operate an emergency warming center when conditions dictate.

The City is in direct communication with our local homeless services providers, who will be notified as soon as possible after a decision to open a warming center is made so that they can assist with getting the word out to the affected population.

In addition, the county and city will post an announcement on social media and in appropriate locations.

What are the criteria for opening a Cooling Center?

The City and County follow these guidelines for evaluating warming center openings.

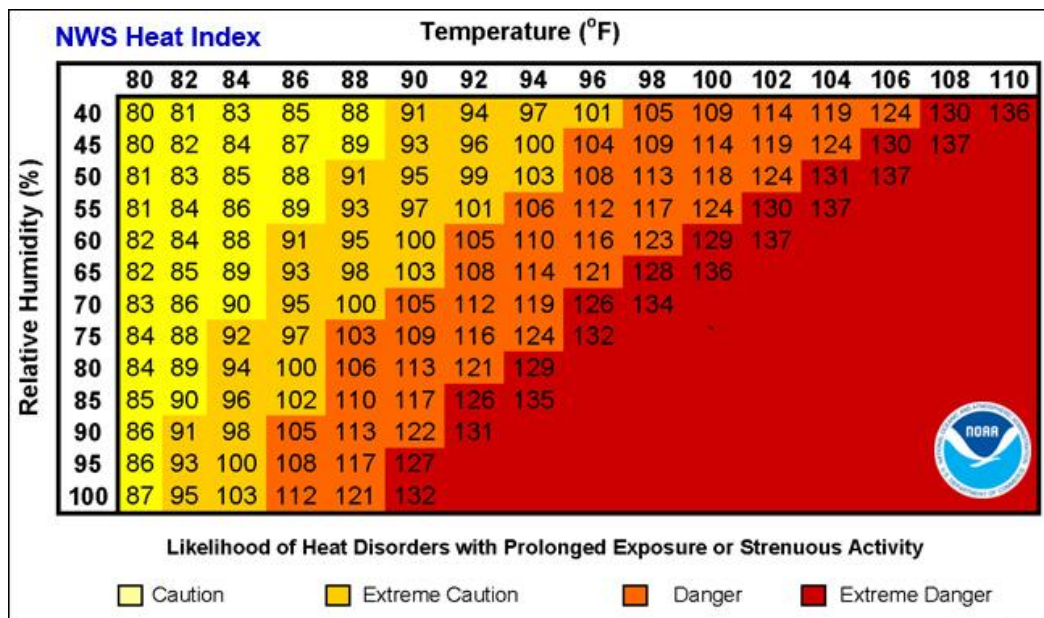
What is a Cooling Center? A cooling center (or "cooling shelter") is a location, typically an air-conditioned or cooled building, designated to provide respite and safety during extreme heat. A cooling center may be a government-owned building such as a library or school, an existing community center, a religious center, a recreation center, or a private business such as a coffee shop.

Additionally, cooling centers may be outside or in outdoor areas such as spray parks, community pools, and public parks.

- Three (3) consecutive days and nights of extreme forecasted highs by the National Weather Service (NWS) of 100+ temperatures.
- The NWS determined three (3) consecutive days and nights of extreme heat with high Air Quality Index (AQI) risk levels.
- A combination of the Extreme and Heat Advisory Weather Events defined above.

The heat index, also known as the apparent temperature, is what the temperature feels like to the human body when relative humidity is combined with the air temperature. This is an important consideration for the human body's comfort. When the body gets too hot, it perspires or sweat to cool itself off. The body cannot regulate its temperature if the perspiration cannot evaporate. Evaporation is a cooling process. When perspiration is evaporated off the body, it effectively reduces the body's temperature. When the atmospheric moisture content (i.e., relative humidity) is high, the rate of evaporation from the body decreases. In other words, the human body feels warmer in humid conditions. The opposite is true when the relative humidity decreases because the rate of perspiration increases. The body feels cooler in arid conditions. There is a direct relationship between the air temperature and relative humidity and the heat index, meaning that as the air temperature and relative humidity increase (decrease), the heat index increases (decreases).

[What is the heat index? \(weather.gov\)](http://weather.gov)



Classification	Heat Index	Effect on the body
Caution	80°F - 90°F	Fatigue possible with prolonged exposure and/or physical activity
Extreme Caution	90°F - 103°F	Heat stroke, heat cramps, or heat exhaustion possible with prolonged exposure and/or physical activity
Danger	103°F - 124°F	Heat cramps or heat exhaustion likely, and heat stroke possible with prolonged exposure and/or physical activity
Extreme Danger	125°F or higher	Heat stroke highly likely

Considerations

The jurisdiction will request a warming or cooling shelter at the Siskiyou OES, and the criteria will be vetted.

If a shelter is requested and denied, an appeal with a local fire chief may be made immediately, and the appeal will be considered.

The shelter's request hours of operation will be defined before opening and posted on Social media sites.

If the requested time needs be increased, the CAT will meet to discuss the request.

The requesting jurisdiction will provide a location that is accessible to the at-risk population.

The facility shall comply with all occupancy laws, rules, and regulations that apply, including, but not limited to, building and fire codes.

Requesting jurisdiction will provide law enforcement as described in an incorporated city or SO in unincorporated areas.

HHS will provide staffing; the staff will be given 24 hours notice to allow for adequate rest and preparation

In the event HHSA has exhausted staffing resources, every effort will be made to provide supervisory staff to ensure the continuity and success of center activities, and the County will seek staffing support from other departments



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April 2, 2025
1:30pm – 3:00pm
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Teleconference locations:

Karuk Tribe
635 Jacobs Way
Happy Camp, CA 96039

1. Call to Order/Quorum Established/Introductions

Nancy Ogren, Chair, called the meeting to order at 1:30 PM. A quorum was established.

Present: Members Nancy Ogren, Michael Aiuto, Christina Brown, Steven Bryan, Paul McCoy, Carla Charraga and Brian Linsley.

Alternate Members Maddelyn Bryan and Susan Cervelli.

Staff/participants/public attendees: Lorenzo Love, Dawnmarie Autry, Alexandra Agron, Joel Newlyn, Darlene Bryner, Bob Mason, Katy Popa, Rico Gutierrez, Joanne Johnson, Emily Tuholski, Erika Cavener and Eric Jauregui.

Zoom: Member Sara Spence.

Participants: Tara Kilcollins, Sasha Hight, Jason Athas, Stephanie Bullock, Trish Barbieri and Michael A McNair.

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Susan Cervelli motioned to approve the meeting minutes from March 11, 2025. Christina Brown seconded. A roll call vote was taken. The motion passed by unanimous vote.

3. Public Comments (limited to 3 mins. per comment)

Lorenzo Love expressed concern about extreme heat and its impact on vulnerable populations. He urged early planning for a cooling shelter.

Advisory Board Members:

Nancy Ogren, Chair
Siskiyou Co. Board of Supervisors

Michael Aiuto
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Carla Charraga
Siskiyou Domestic Violence & Crisis Center



Dawnmarie Autry reported an ongoing dog issue. Puppies and off-leash dogs come down the hill and cause conflicts with her service dog. She requested City and County coordination to address this issue.

Luther Finley spoke about Tuesday evening dinner service. He noted that leftover meals were given to Crossroads residents.

Paul McCoy proposed that the City establish a managed homeless camp on City property.

Maddelyn Bryan announced that Brittany Collier, the former McKinney-Vento liaison, has resigned from the Advisory Board. Sara Johnson submitted a membership application to take Brittany's place as the new McKinney-Vento liaison. This application will be included on the May agenda.

Maddelyn Bryan also provided an overview of Brown Act meeting requirements and how they apply to this Advisory Board. Emailing agendas to Board members and participants is a courtesy, not a requirement. Agendas are posted online before each meeting in compliance with Brown Act requirements.

Bob Mason shared that a local unhoused woman recently died after being unable to access substance abuse treatment. He called for greater awareness and action.

Katie Popa introduced herself and noted her connection to the Community Resource Center.

4. Committee Updates

a. Executive Board Update – Maddelyn Bryan

Maddelyn Bryan shared the following notes from the Executive Board Meeting:

- The governance charter update was approved.
- The request for proposals for a new administrative entity was approved and the application is open if any organizations are interested.
- Housing Tools was approved to work on the HHAP 6 housing plan.

b. HMIS/CES Committee – Maddelyn Bryan

Maddelyn Bryan shared that the HMIS/CES Committee is working on updating the security section of the HMIS policies and procedures. She also noted some insights from a recent HMIS survey.

c. Governance Charter Workgroup - Maddelyn Bryan

This meeting was cancelled.



d. PIT Committee Update – Duane Kegg

Duane Kegg did not attend.

5. New Business

a. Presentation; NorCal Connect – Michael A McNair

Michael A McNair presented on NorCal Connect, a new 211 initiative.

b. Presentation; Take Charge America (Attachment B) – Jason Athas/Maddelyn Bryan

Jason Athas and Stephanie Bullock presented on Take Charge America, a nonprofit providing free credit help and financial planning.

c. Discussion; HHAP-6 (Attachment C) – Maddelyn Bryan

Maddelyn Bryan announced that the HHAP 6 Notice of Funding Availability has been released. The entire NorCal CoC will submit a joint application, with Housing Tools updating the Homeless Action Plan to support the application. Ms. Bryan asked for input on funding priorities, which led to a discussion about how the funds might be used and the timing of the grant.

d. Discussion; Data/Performance Workgroup – Maddelyn Bryan

Maddelyn Bryan introduced the Data and Performance Workgroup, which monitors the CoC's progress on key data performance measures. Those interested in participating can contact Ms. Bryan or Shawonna Flanigan from the City of Redding.

6. Old Business

a. Action; Appoint Co-Chair Position – Nancy Ogren

Nancy Ogren motioned to approve Steve Bryan as the Co-Chair. Maddelyn Bryan Seconded. A roll call vote was taken. The motion passed by unanimous vote.

7. Member Updates

a. Yreka Basecamp – NVCSS

Tara Kilcollins provided an update on Yreka Basecamp. The City inspector identified a few minor items that need correction, and NVCSS is addressing them. City of Yreka contractors are currently reviewing plans for the kitchen.



b. Other Updates - All Members

Carla Charraga shared that April is Sexual Assault Awareness Month. The Siskiyou Domestic Violence & Crisis Center will host an open house on Wednesday, April 30th, from 11 a.m. to 2 p.m. The event will include food, networking opportunities, office tours, and information about available programs.

Steve Bryan announced that the Siskiyou Community Resource Center will host its 10th Annual Kids Day Festival on Saturday, April 19th, at Bel Air Park in Weed, California. The event will feature free food, fun activities for children, and live music for the whole family to enjoy.

Emily Tuholski shared that Adult Protective Services and In-Home Support Services are in the process of relocating out of the Behavioral Health building and into a new building. More information will be sent out in upcoming weeks.

Maddelyn Bryan provided an update on the Pallet Shetler Project, which was recently named Siskiyou Village. The structures were installed and construction such as plumbing and electrical is ongoing.

Rico Guterrez announced that Crossroads is fully leased up.

Katy Popa provided an update on the Beacon of Hope facility. She noted that several tasks remain, including the kitchen renovation, the addition of a parking lot, and improvements to property drainage. Tara Kilcollins recommended permitting the kitchen as a Limited Service Charitable Feeding Operation to help reduce renovation costs.

8. Discussion Items for Next Meeting

- **Plans for cooling center – Lorenzo Love**
- **Basecamp progress – Tara Kilcollins**

9. Adjournment

Christina Brown motioned to adjourn the meeting at 3:00 pm. Maddelyn Bryan seconded. A roll call vote was taken. The motion passed by unanimous vote.

Next Meeting
May 7, 2025
1:30pm-3:00pm



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 530-841-2748 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.

DRAFT

NorCal Continuum of Care CA-516

Executive Board Report – Data/Performance Workgroup Meeting March 25, 2025

Meeting Overview:

The NorCal Data/Performance workgroup met March 26th to conduct an initial project evaluation of Rapid ReHousing projects funded by HHAP-2, 3 and 4. There were 15 in attendance and the group reviewed a line-up of funded RRH projects to compare against both State and National metrics for critical RRH performance areas. Selected data points were taken from project-level HMIS reports (APR's) and also compared to an APR grouped for all RRH projects being evaluated.

Materials from the March 2025 meeting may be found at a Google Site page [by clicking here](#). The page includes the meeting agenda, RRH comparison sheets and HHAP-4 recommended performance outcomes tables. Projects were not scored since the review process is new to NorCal, rather metrics were compared to each other as well as State and Nationally published indicators.

The Governor's Office has recently published a website [Accountability.gov](#) which shows summary information about each County's housing units, homeless counts and behavioral health service connections from 2019-2023. Future HHAP funding will be requiring local evaluations and a deeper level of rigor on behalf of CoC's.

The comparison tool used for the workgroup shows NorCal Rapid ReHousing projects from each project's start date through March 12, 2025 as compared to a report grouping them all together. The goal of the information review was to familiarize the workgroup members with HMIS data points serving as indicators for households achieving Rapid ReHousing success. The sheet also reveals comparison data points from Cal ICH published with the ESG-CV funding back in 2021 as well as national and ChatGPT web queries.

The workgroup will meet April 30th to review NorCal-funded Street Outreach projects. This is a project type showing in the CA System Performance Measures that would benefit from regional expansion.

Performance Observations:

Areas of improvement noted during the session include the following:

- >Clients housing move-in rate was 7% for the region as compared to 39% for the State of CA ESG-CV funding period (housing-move-in data indicates clients obtained a unit with a lease which moves them from a homeless to housed status)
- >Clients were exited too soon, not showing increased income, public benefits or housing stability
- >CoC Housing Location services may result in further housing unit availability by establishing a regional housing locator or incorporating into the Coordinated Entry System
- >Cost Per Enrollment and Exit reflected on the spreadsheets are not accurate for the HHAP-4 grants since grantees received funding advances and haven't had enough time to submit reimbursement reports

Data compilation for the meeting revealed a few areas of the HMIS initiative needing examination including assessing the impact of duplicated HMIS Client Profiles and aligning the HMIS Project Setup with local contracting efforts.

NorCal Continuum of Care CA-516

Executive Board Report – Data/Performance Workgroup Meeting March 25, 2025

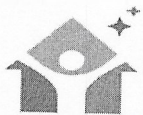
Projects accessing HHAP-4 funding were provided funding advances to ‘cost per’ enrollment and exit will not be accurate until reporting shows maybe late summer.

Comparison Data for the RRH Project Types

The table below shows key RRH Success metrics and how NorCal RRH project compare to ESG-CV baselines from the ESG-CV funding in 2021 and located metrics from HUD, National Alliance to End Homelessness and queries created through ChatGPT.

Key RRH metrics - March 2025			RRH Grouped Report	State ESG-CV	HUD/NAEH/ChatGPT
	APR Reference	DataPlan Reference			
Contract Spend Down			100% HHAP 2 - 0% HHAP 4	Grants expected to spend 100%	
Number Served in RRH	APR - 5a	RRH-01	42	Per Contract Language	
Chronically Homeless	APR - 5a	SP-02	10 or 24%	50% (not published)	5% to 15% are CH
Housing Move-In (Date Entered)	APR - 8a	RRH-03	3 or 7%	39%	31-30 Days 20% to 40%
Median Length of Stay (Leavers)	APR - 22b	RRH-06	121 days/4 mos.	5% - remain in at 9 mos	Average stay is 3-12 months, high-performing is 4-6 months
Increased Cash Income	APR - 19a1	RRH-07	0	n/a	20% to 40% on average
Non-Cash Benefit Sources Increased	APR - 20b	n/a	0	n/a	HUD encourages 50%, average shows 40%-70%
Exit Destinations to Perm	APR - 23c	RRH-02	21 or 50%	13% to Positive Dest	unable to locate
Data Quality	APR - 6x	HMIS - 03	4%	Expectation is 5% or less on all elements data issues	

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NorCal
Continuum of Care™

Name Sara Johnson

County Siskiyou

Phone 530-331-9707

Title Director of F/H Youth

Email sjohnson@siskiyoucoc.net

Agency Name (If Applicable) SCOE

Membership request: ☒ Voting Member ☐ Participant

Voting member please identify an alternate (If Applicable) Ana Lisa de la Fuente

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Local Government Staff/Officials | <input type="checkbox"/> Youth Advocates |
| <input type="checkbox"/> CDBGHOME/ESG Entitlement Jurisdiction | <input checked="" type="checkbox"/> School Administrators/Homeless Liaisons |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> CoC Funded Victim Service Providers |
| <input type="checkbox"/> Local Jail(s) | <input type="checkbox"/> Non-CoC Funded Victim Service Providers |
| <input type="checkbox"/> Hospital(s) | <input type="checkbox"/> Domestic Violence Advocates |
| <input type="checkbox"/> EMT/Crisis Response Team(s) | <input type="checkbox"/> Street Outreach Team(s) |
| <input type="checkbox"/> Mental Health Service Organizations | <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates |
| <input type="checkbox"/> Substance Abuse Service Organizations | <input type="checkbox"/> LGBT Service Organizations |
| <input type="checkbox"/> Affordable Housing Developer(s) | <input type="checkbox"/> Agencies that serve survivors of human trafficking |
| <input type="checkbox"/> Disability Advocates | <input type="checkbox"/> Other homeless subpopulation advocates |
| <input type="checkbox"/> Public Housing Authorities | <input type="checkbox"/> Homeless or Formerly Homeless Persons |
| <input type="checkbox"/> CoC Funded Youth Homeless Org. | <input type="checkbox"/> Emergency shelter |
| <input type="checkbox"/> Non-CoC Funded Youth Homeless Org. | <input type="checkbox"/> Veteran service providers and advocates |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Locality taskforce representatives |

Please provide the mission statement of the agency/organization, for individuals, explain your interest in joining the CoC

SCOE is committed to supporting students facing homelessness by providing access to essential resources, advocacy, and a stable learning environment.

Describe the agencies/organization's or personal experience working to end homelessness:

SCOE works collaboratively with community partners to address barriers to education and empower these students to achieve their full potential.

What does the agency/organization or individual hope to contribute and gain by being a member of the (CoC)?

By participating as a member we would like to gain valuable resources, collaborative partnerships, and a unified approach to addressing homelessness among students.

Statement of Commitment: By my signature below, if nominated and elected to the Continuum of Care

Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled.

I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: Sara Johnson

Date: 3/27/25

Siskiyou County Integrated Shelter Plan



Siskiyou County Office of Emergency Services
Bryan Schenone, Director
Current as January 2025

Warming or Cooling Center Definition

A Warming or Cooling Center is a temporary facility available during extreme temperature conditions when standard home coping mechanisms are ineffective or unavailable.

During disasters, power outages, or extreme weather, Centers can be opened to provide public information, charging stations for electronic devices, and power for medical equipment.

The Centers are not overnight shelters or homeless shelters. They are open for a limited number of hours and days and provide limited services. They are also not daycares for children, the elderly, or others who cannot care for themselves.

A Warming Center is a location, typically a heated building, designated as a site to provide respite and safety during extreme cold.

A Cooling Center is a location, typically an air-conditioned or cooled building, designated as a site to provide respite and safety during the hottest part of the day during an extreme heat event.

Request Process:

Step 1: Requesting City must first confirm a location for the Center and confirm police presence for the entirety of the requested Center

Step 2: Requesting City Official (i.e., City Manager) contacts the County of Siskiyou Director of Emergency Services to request the Center

Step 3: The Director of Emergency Services will review the request to make a determination that all weather condition criteria (see below) is met

Step 4: If the request is conditionally approved, the Director of Emergency Services will coordinate with the Director of Health and Human Services to request staffing

Step 5: The Director of Emergency Services will communicate to the requesting City whether or not staffing levels are sufficient to manage the Center.

Step 6: The Director of Emergency Services will finalize approval to the City if the requesting City has confirmed a location, the requesting City has confirmed police presence, and County staffing levels are available.

Step 7: If final approval is issued, social media notifications will be created and pushed to notify the community of the Warming or Cooling Center details

Responsibility

The County is committed to meeting the community's needs. It will try to serve jurisdictions by providing staffing and other resources for warming/cooling and other disaster-related centers.

As an agency with experience in sheltering and other disaster-related activities, HHSA will make every effort to provide staffing and support for the center's opening. Typically, staffing for centers will be available between 6:00 pm and 7:00 am. These hours may change based on need and are subject to adjustment.

Siskiyou County Integrated Shelter Plan

In the event HHSA has exhausted staffing resources, every effort will be made to provide supervisory staff to ensure the continuity and success of center activities, and the County will seek staffing support from other departments.

HHSA may also provide other support for center activities, such as tents, blankets, heaters, snacks/food items, and hot liquids (coffee/tea, etc.) when available and appropriate.

To ensure the safety of the shelter staff, Local or jurisdictional law enforcement agency must be provided by the requesting jurisdiction; if the requesting jurisdiction is unincorporated, a Siskiyou County Sheriff will be provided

Definition of Shelter and Centers

A Warming or Cooling Center is a temporary facility available during extreme temperatures when standard home coping mechanisms are ineffective or unavailable. During disasters, power outages, or extreme weather, Centers can be opened to provide public information, charging stations for electronic devices, and power for medical equipment.

The centers are not overnight shelters or homeless shelters. They are open for a limited number of hours and days and provide limited services. They are also not daycares for children, the elderly, or others who cannot care for themselves.

Municipalities must coordinate with Siskiyou County Emergency Services, Public Health, and Social Services to implement and operate the Centers. Especially during large-scale emergencies and declared winter storm events, the emergency services in the municipality where the centers are opened should be coordinated to ensure that the centers meet all applicable laws, regulations, and intended use.

This step ensures that the efforts of other agencies/organizations are avoided.

For a municipality to obtain support from a County or State entity, the needs must exceed or have exhausted the operator's capabilities (e.g., transition to an overnight shelter, access to social services, additional staffing, or multiday emergency).

When requesting/ opening a Center, the county must define guidelines, and several factors could lead to the County taking over a municipality's warming/ cooling center. The County Crisis Action Team (CAT) must determine that an emergency exceeds the capabilities and displaces community members through risk and vulnerability assessment. Disasters such as wildfires, Floods, Technological/ infrastructure failures, and Major storms with wind chill (combination of temperature and wind speed) and heat index (combination of temperature and humidity) as indicated by the National Weather Service (NWS) in the following charts.

The populations most at risk to the elements and require a warming and cooling center are those who are economically disadvantaged, socially vulnerable, and unhoused due to their lack of access to the basic needs and shelter required to stay adequately warm or cool and regulate body temperature.

Victims of hypothermia are most often:

- Older adults with inadequate food, clothing, or heating
- Babies sleeping in cold bedrooms
- People who remain outdoors for long periods — people experiencing homelessness, hikers, hunters, etc.
- People who drink alcohol or use illicit drugs.

Victims most susceptible to Heat-related illness

Infants and children younger than four and adults older than 65 are at higher risk of heat-related illness. Those unable to regulate their bodies' temperature aren't fully developed in the young and may be reduced by illness, medications, or other factors in older adults. Certain drugs and narcotics can lead to heat illnesses.

Checklist Items that should be done before requesting Centers

- Has the local agency exhausted all resource requests, locally and VOAD, i.e., Community Service Groups, Red Cross, and Faith-Based organizations?
- Has a location been identified, and has MOU/MOA been verified?
- Is the identified location Private, local municipality, or County
- Has capacity and capability been reached or inundated
- Has local authorities, including the city manager, board of supervisors, public health, and law enforcement, been notified?
- Does the Center benefit the whole community or a localized community set?
- Has a funding source been established, recognized, or requested?

Weather Criteria:

Warming Center

- Two (2) consecutive nights with overnight forecasted lows by the National Weather Service (NWS) of sub-freezing temperatures.
- The NWS determined two (2) consecutive nights of rainfall or snowfall with major or extreme risk levels.
- Consecutive nights of sub-freezing and Wet, Cold, and Wind as defined by the above
- A combination of the Extreme Cold Weather Events defined above.

Cooling Center

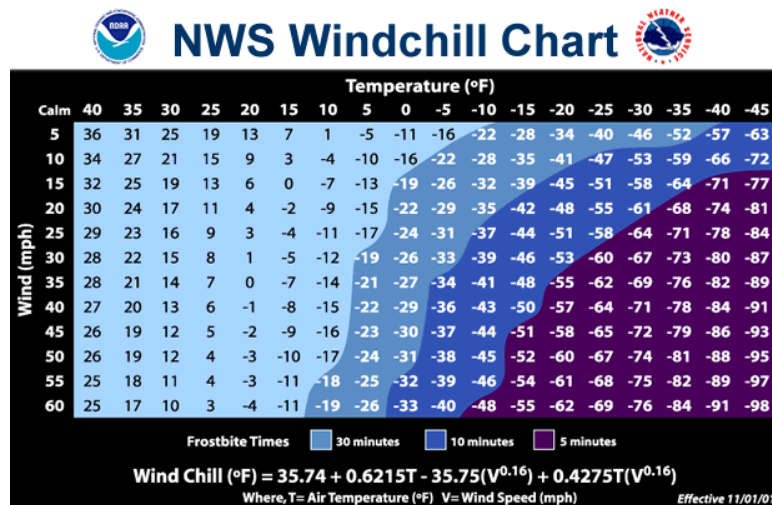
- Three (3) consecutive days and nights of extreme forecast highs by the National Weather Service (NWS) of 100+ temperatures.
- The NWS determined three (3) consecutive days and nights of extreme heat with high Air Quality Index (AQI) risk levels.
- A combination of the Extreme and Heat Advisory Weather Events defined above.

What are the criteria for opening a Warming shelter?

The City and County follow these guidelines for evaluating warming center openings.

- Two (2) consecutive nights with overnight forecasted lows by the National Weather Service (NWS) of sub-freezing temperatures.
- The NWS determined two (2) consecutive nights of rainfall or snowfall with primary or extreme risk levels.
- Consecutive nights of sub-freezing and Wet, Cold, and Wind as defined by the above
- A combination of the Extreme Cold Weather Events defined above.

This criterion is very similar to the one used by multiple California jurisdictions.



Following a freeze warning issued by the National Weather Service and Siskiyou County Office of Emergency Services, a requesting jurisdiction/ City will request a warming shelter at a defined location to continue partnering with the Siskiyou County Health and Human Services to co-open and operate an emergency warming center when conditions dictate.

The City is in direct communication with our local homeless services providers, who will be notified as soon as possible after a decision to open a warming center is made so that they can assist with getting the word out to the affected population.

In addition, the county and city will post an announcement on social media and in appropriate locations.

What are the criteria for opening a Cooling Center?

The City and County follow these guidelines for evaluating warming center openings.

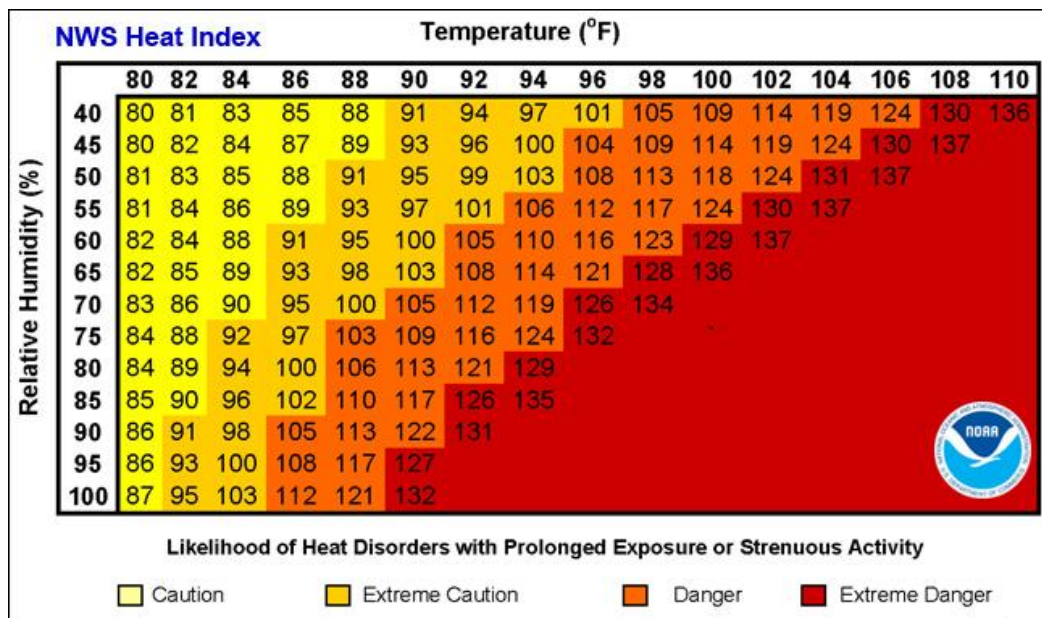
What is a Cooling Center? A cooling center (or "cooling shelter") is a location, typically an air-conditioned or cooled building, designated to provide respite and safety during extreme heat. A cooling center may be a government-owned building such as a library or school, an existing community center, a religious center, a recreation center, or a private business such as a coffee shop.

Additionally, cooling centers may be outside or in outdoor areas such as spray parks, community pools, and public parks.

- Three (3) consecutive days and nights of extreme forecasted highs by the National Weather Service (NWS) of 100+ temperatures.
- The NWS determined three (3) consecutive days and nights of extreme heat with high Air Quality Index (AQI) risk levels.
- A combination of the Extreme and Heat Advisory Weather Events defined above.

The heat index, also known as the apparent temperature, is what the temperature feels like to the human body when relative humidity is combined with the air temperature. This is an important consideration for the human body's comfort. When the body gets too hot, it perspires or sweat to cool itself off. The body cannot regulate its temperature if the perspiration cannot evaporate. Evaporation is a cooling process. When perspiration is evaporated off the body, it effectively reduces the body's temperature. When the atmospheric moisture content (i.e., relative humidity) is high, the rate of evaporation from the body decreases. In other words, the human body feels warmer in humid conditions. The opposite is true when the relative humidity decreases because the rate of perspiration increases. The body feels cooler in arid conditions. There is a direct relationship between the air temperature and relative humidity and the heat index, meaning that as the air temperature and relative humidity increase (decrease), the heat index increases (decreases).

[What is the heat index? \(weather.gov\)](http://weather.gov)



Classification	Heat Index	Effect on the body
Caution	80°F - 90°F	Fatigue possible with prolonged exposure and/or physical activity
Extreme Caution	90°F - 103°F	Heat stroke, heat cramps, or heat exhaustion possible with prolonged exposure and/or physical activity
Danger	103°F - 124°F	Heat cramps or heat exhaustion likely, and heat stroke possible with prolonged exposure and/or physical activity
Extreme Danger	125°F or higher	Heat stroke highly likely

Considerations

The jurisdiction will request a warming or cooling shelter at the Siskiyou OES, and the criteria will be vetted.

If a shelter is requested and denied, an appeal with a local fire chief may be made immediately, and the appeal will be considered.

The shelter's request hours of operation will be defined before opening and posted on Social media sites.

If the requested time needs be increased, the CAT will meet to discuss the request.

The requesting jurisdiction will provide a location that is accessible to the at-risk population.

The facility shall comply with all occupancy laws, rules, and regulations that apply, including, but not limited to, building and fire codes.

Requesting jurisdiction will provide law enforcement as described in an incorporated city or SO in unincorporated areas.

HHS will provide staffing; the staff will be given 24 hours notice to allow for adequate rest and preparation

In the event HHSA has exhausted staffing resources, every effort will be made to provide supervisory staff to ensure the continuity and success of center activities, and the County will seek staffing support from other departments