



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

**Del Norte Advisory Board Meeting Minutes**  
**January 9, 2025**  
**3pm – 4pm**  
**455 K Street, Crescent City, CA 95531**  
**Big Conference Room**

**1. Call to Order/Quorum Established/Introductions**

Quorum was established. Meeting was called to order at 3:02pm by Dorothy Waddelow.

Voting Members Present: Dorothy Waddelow (DHHS Deputy Director of Social Services), Michael Coats (DHHS Housing Services Manager), Daphne Cortese-Lambert (Del Norte Mission Possible Director), Jeri Robertson (Tolowa Dee-ni' Nation Housing Manager), Megan Miller (City of Crescent City Housing Authority Director), Pam Wilder (DNUSD Foster and Homeless Youth Services Director)

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

Members of the Public Present: Rachelle Callan (Partnership Healthplan), Deborah Bruschi (DHHS Fiscal Manager)

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

None.

**3. Approval of Meeting Minutes**

- I. **Board members will review and approve minutes from the December 12, 2024 NorCal CoC Advisory Board meeting (Attachment A).** Jeri Robertson motioned to approve minutes from the December 12 meeting. Pam Wilder seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

**4. Discussion**

- I. **Discuss focus population for services.** Daphne Cortese-Lambert introduced the idea of focusing on a certain population for services such as seniors who are medically vulnerable. She said that other CoC's have done this to address a problem. Daphne said that the seniors who are in wheelchairs often do not score high on the VI-SPDAT because they are not addicted to drugs and haven't been in prison, but their need is really great. She wants to know what we can do to make them a priority or at least give

them some consideration on the list. Michael said that with HHAP-5 we will have prevention funds that we can use to help seniors who are falling behind on rent. We will also have funds for emergency shelter that we can use to help seniors who are not faring well being unhoused. We can also use Rapid Rehousing funds to help move seniors into permanent housing. Daphne said that she has seniors in motel rooms through Partnership and is uncertain how much longer she can serve them. She thinks they should be considered for The Legacy. Michael said that we have to be careful at The Legacy because it is hard to get things like IHSS in place for these individuals and our staff cannot be providing support and care for them. Daphne reiterated her concern that the tenants are chosen based upon vulnerability scores and that these seniors do not score high because they haven't been in jail and don't have mental health issues. Michael said that for permanent supportive housing they must have a disability. He said that we have previously brought up names at the Coordinated Entry meetings and voted to move them to the top of the list. He said that he still sees that happening. Michael also mentioned that we only have two ADA units at The Legacy.

- II. **Discuss HHAP-6 application.** Michael Coats said that the NOFA has not been released yet. He said that he and Pam Wilder are eager to explore ideas on how to use youth set-aside funds to serve youth as young as 12. He said that they have two units set aside at The Legacy for youth 18 to 24 but want to do more to serve youth on a broader scale. Michael mentioned that Dana Gill also has some ideas that she wanted to bring up as well but she is not present. He said we will have more conversation about this after the NOFA is released.
- III. **Discuss 2025 PIT Count.** Michael shared the draft flyer for the Point-in-Time (PIT) Event and discussed how it will be distributed. It was recommended that the Housing Authority, Yurok mobile laundry, and free phones be added to the flyer. Michael said that the event will be at the recreation gym from 9am to 4pm. Tables will be set up the night before. The doors will also be open at 8am for people to set up tables and bring things in. Michael said that there will be food for 100 people.

## 5. Updates

- I. **HHAP (Michael Coats).** Michael said that they have received Round 3 and are waiting on Round 4. Most of the funds will be going to The Legacy and Del Norte Mission Possible for Street Outreach. Round 5 should be coming soon. The HHAP-6 NOFA is expected soon also. They will be using numbers from the 2023 PIT count because the numbers from this count won't be out.
- II. **NorCal CA 516 CoC Executive Board Meeting (Michael Coats).** Michael said that the Executive Board is still collecting data regarding how the counties feel about the CoC structure. He also mentioned that he shared the good news that returning applicants will not be required to use 40% of the PLHA grant for homeowner housing until the next 5-year cycle. They will be able to apply for these funds for the next three years without having to meet this requirement. Michael said that his program uses these funds to support case management staff positions but will not be able to apply for the PLHA grant if they have to spend 40% of funds on owner-occupied housing. They need the funds for staff and do not have the capacity to have an owner-occupied housing program. They are hoping that the counties can advocate for the state to not make this change. Lisa added that the amended Governance Charter

language that we approved at the advisory board level was also approved at the last Executive Board meeting.

- III. **NorCal CA 516 CoC PIT Committee (Michael Coats).** Michael said that he has not gotten an update from the PIT Committee and that he did not attend the last meeting. He said that he will be reaching out to individuals tomorrow regarding training for the Counting Us app.
- IV. **NorCal CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars).** Lisa reported that at the last HMIS Committee meeting they approved the meeting minutes and discussed the Coordinated Entry assessment. They are revisiting the VI-SPDAT to see if there is a better tool to evaluate vulnerability. There was a presentation from Amanda at United Way. She discussed how and why an agency might have their HMIS access revoked. There were no action items.
- V. **Mobile Shower Project/DNMP (Daphne Cortese-Lambert).** No update. Daphne left for another meeting prior to the updates.
- VI. **DNMP Street Outreach (Daphne Cortese-Lambert).** Daphne was no longer present to give an update.
- VII. **Recuperative Care (Daphne Cortese-Lambert).** No update.
- VIII. **CalAIM/DNMP Navigation Center (Daphne-Cortese-Lambert).** No update.
- IX. **ERF (Dorothy Waddelow, Shiann Hogan, Ranell Brown, or Daphne Cortese-Lambert).** Michael reported that the burn was successful last month. The fire department was able to use it as training. Michael said that he didn't have any other updates. Dorothy mentioned that there was a rendition of the shelter that was shared via email and that it resembles Open Door.
- X. **The Legacy (Michael Coats).** Michael said that the projected completion date is mid-February. They are working on leases with individuals who are on site. Michael said that he will be working with Coordinated Entry and partnering agencies to move people in for February. There are a couple of evictions still in process. Construction is moving along. He said that hopefully they will have all of the units occupied soon so that they can begin focusing on bettering people's lives.
- XI. **Non-Congregate Shelter (Michael Coats).** Michael said that they don't have anyone in the shelter program right now due to funding.
- XII. **BHBH (Meaghan McGlasson).** Michael Coats said that there are three individuals in the shared living home. Two were just existed. Case management is trying to get them connected to permanent housing. One of the individuals went to the Workforce Center yesterday to get connected to employment services. An individual who was living on the streets was moved into a motel. Next week, a mother and her three children will be moving into the other house and will be supported as they help her identify permanent housing.
- XIII. **Housing Authority (Megan Miller).** Megan said that Battery Point, the complex behind Joe Hamilton, will have 40 senior units available for occupancy in August. If everything goes according to plan, the waiting list will be established in April. All board members will be notified so that we can reach out to people to let them know that it is available. Megan said that it is a modular build with steel. Only the senior units are modular built. The family

units are stick built. The family units are expected to be ready the first couple of months of 2026. There are 160 units total. Seventy are project-based, 40 senior and 30 family units. There is also the Danco project Harbor Point which is expected to be completed by the end of the year with the waiting list opening around September. This project is 26 project-based senior units.

**XIV. HHIP (Michael Coats or Lisa O'Connell or Rachelle Callan).** No updates. Michael said they are expending the last of the HHIP funding.

**XV. Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson).** Jeri said that they just got their standard agreement back from the State for their HHAP-3 funds. She said that they have been doing more case management and less financial assistance because they purchased the house. They are still working on the house. Floors are going in, it is being painted, and the bathroom is being remodeled. Hopefully by June it will be occupied.

**XVI. Foster and Homeless Youth Program (Pam Wilder).** Pam reported that about 5% of the student population is McKinney-Vento homeless eligible. They are partnering with the Child Abuse Prevention Council to do a mandated reporter training for the community and community partners that want an in-person training. Pam said that she just got confirmation that Child Welfare and APS are available for January 23<sup>rd</sup> from 1pm to 3. They will be updating the flyer and sending it out. Pam also said that she just found out that the school district got approval for CalAIM ECM. The funding can be used to support the Foster and Homeless Youth Program. Pam said there is a family summit February 8 that is open to the community. As part of a high school program called Bright Futures, students will be going in March to CalPoly so that they can learn about CalPoly and College of the Redwoods and experience the campus.

**XVII. Smith River United Methodist Church (Dana Gill).** Dana was not present to give an update.

## **8. Discussion Items for Next Meeting**

- I. Bring forward updates.** Updates will be brought forward.
- II. Other discussion items.** Michael said that we will discuss HHAP -6 and how the PIT event went.

## **6. Adjournment**

Jeri Robertson motioned to adjourn the meeting. Pam Wilder seconded the motion. Roll Call Vote was taken. The motion passed and the meeting was adjourned at 4:03pm.

**Next Meeting**  
February 13, 2025  
3pm – 4pm