



NorCal CoC Special PIT Committee Meeting Minutes
(Date Approved: March 17, 2026)
February 17, 2026
9:00 am to 10:00 am
 112 East 2nd Street, Housing Program Office
 Alturas, CA 96101

NorCal CoC Special PIT Committee Meeting

February 17, 2026

9:00am to 10:00am

<https://us02web.zoom.us/j/84101118561?pwd=FfCl4dbsqF4D1sEVtsp4tas9byBCUJ.1>

Meeting ID: 841 0111 8561

Passcode: 850758

PIT Committee Members

Y	Alt. Steven Bryan, Chair County of Siskiyou	N	Grace Poor, as Alternate & Nicole Lamica, Vice-Chair County of Lassen	Y	Barbara Daughtrey, County of Sierra
Y	Rebecca Green, County of Del Norte	N	Kristen Quade, County of Plumas	Y	Emilly Clark, County of Modoc
		Y	Megan Preller, County of Shasta		

Attendance Y or N

Teleconference Locations:

Del Norte County Health and Human Services 880 Northcrest Drive Crescent City, CA 95531	Lassen County Health and Social Services 1445 Paul Bunyan, Suite C Susanville, CA 96130	Plumas County PCIRC 591 W. Main Street Quincy, CA 95971
Shasta County 962 Maraglia Street Redding, CA 96001	Siskiyou County Social Services 818 S. Main St. Yreka, CA 96097	Sierra County Behavioral Health 706 Mill Street Loyalton, CA 96118

To Address the Board: Members of the public may address the Board on any agenda item. Pursuant to the Brown Act (Govt. Code section 54950, et seq.) Board action or discussion cannot be taken on non agenda matters but the board may briefly respond to statements or questions. You may submit your public comment via email to emadison@teachinc.org that will be read into the record.



1. Call to Order/Quorum Established/Introductions - 9:04. Roll call. Quorum established. Five members present: Steven Bryan, Barbara Daughtrey, Rebecca Green, Emily Clark, Megan Preller. Attendees: Kristen Schreder, Jamie Northrup, Daniel Howland, Derek Smith, Connor Stevens, Michael Coats, Nikki Kates, Dawn Pittore.

2. Public Comments (limited to 3 mins. per comment) - No public comments.

3. Action Items

I. Action: Approve January 20, 2026 PIT Committee Meeting draft minutes - Exhibit A

Motion to approve by Barbara Daughtrey. Second by Rebecca Green. All in favor. None opposed. Motion passed.

II. Action: Approve 2026 PIT Committee meeting Calendar.

Review current PIT Committee meeting calendar attached. Consider changing the monthly meeting date and time from the third Tuesday at 9:00.

Exhibit B Current 2026 PIT Committee Calendar

The second item involved considering a change to the committee calendar, as the current meeting time conflicts with HCD office hours, which are crucial for HHAP and other projects. Kristen suggested either moving the meeting earlier or to a different day, and requested input from the committee on this matter. The meeting participants agreed to move the start time to 8:45 AM to allow more time for discussions.

Motion to approve by Emily Clark. Second by Barbara Daughtrey. All in favor. None opposed. Motion passed.

4. Discussion

2026 PIT and HIC Update.

January 26, 2026 is approved PIT count date ("night of") January 27, 2026 approved for Day of Count.

A. HIC Lists.

Pathways MISI has worked with the NorCal CoC to account for all homeless-dedicated beds and programs operated by organizations that need to be included in the 2026 HIC regardless of funding source and including those not currently participating in HMIS.

We are in need of each agency to review the attached spreadsheet and identify information that needs to be updated or provide missing information to Pathways to complete the 2026 HIC.

If there have been any changes or you need to add information, please provide updated information to Seth Maneja at Pathways MISI smaneja@pathwaysmisi.org by February 20, 2026.

In particular please confirm that the following details remain accurate for your program:



1. Update and verify the bed inventory

Total Number of Beds and Units available on the night of your community's PIT Count - **Beds for households with adults and children, beds for adults with no children, and beds for households with only children.**

2. Funding Sources

- Name of Funding Source 1, Name of Funding Source 2, etc.

3. Sheltered PIT Count

a. Number of People in beds on PIT night

b. Number of Households on PIT night

Exhibit C All Project HIC List (sent as an excel file)

B. 2026 Sheltered and Unsheltered PIT Survey Count

Discuss preliminary count estimates to be provided under separate cover.

C. County PIT & HIC Lead Responsibilities.

1. Assist with providing missing HIC information by February 20
2. Assist with providing missing PIT Survey information by February 20

D. Begin Debrief to plan for 2027 PIT

1. Please share questions with the committee you would like to include in a survey to solicit feedback regarding the 2026 PIT Count.
2. Begin preparation of timeline to plan for 2027 PIT.

The team discussed comparing data between SimTech and Pathways projects, with Connor agreeing to send a video tutorial after the meeting to demonstrate how to filter and view response counts by project. Daniel committed to providing a timeline by the next morning regarding HICS data consolidation, which is needed for creating a new HIC report that will separately analyze HIC capacity compared to sheltered people count, in addition to the regular PIT report. The group also discussed the need to identify missing information by February 20th to allow time for Pathways to prepare a draft list before the HUD submission deadline, and Kristen announced plans to conduct a PIT process debrief survey in March to gather feedback on what information was most helpful during planning.

The meeting focused on discussing the challenges and goals related to the HIC forms and HMIS data management. Michael expressed confusion about the HIC forms but noted progress in understanding them, while the team aimed to streamline the process by improving HMIS data entry to potentially eliminate the need for HIC forms altogether. Nikki suggested creating a cheat sheet with examples to aid in form completion, and Emily highlighted the success of recent events despite last-minute changes. Connor shared insights on data quality and upcoming training opportunities, while Daniel clarified that agencies not in HMIS would still need to complete HIC forms. The group agreed to continue working towards better data management and to debrief further on the process.

PIT Regional Lead and Alternate and HIC County Lead and Alternate



5. PIT Count - HIC Next Steps

6. Items for Next Meeting

7. Adjournment - 9:40

Next Meeting:

March 17, 2026
9:00am-10:00am