



December 18, 2025
Executive Board Member Meeting Minutes
(Approved: January 15, 2026)
1:00 pm to 3:00 pm
112 East 2nd Street, Housing Program Office
Alturas, CA 96101

December 18, 2025

1:00 to 3:00 Executive Board Meeting

<https://us02web.zoom.us/j/87698317560?pwd=k457GFRJUDlniwNkyLWWmequ17BW6M.1>

Meeting ID: 876 9831 7560

Passcode: 541563

Teleconference Locations:

Plumas County
PCIRC
591 Main Street
Quincy, CA 95971

Siskiyou County Behavioral Health
2060 Campus Dr.
Yreka, CA 96097

Del Norte County Health and Human Services
455 K Street
Crescent City, CA 95531

Lassen County Health and Social Services
1445 Paul Bunyan, Suite B
Susanville, CA 96130

Shasta County
The Salvation Army Redding Corps
2691 Larkspur Lane
Redding, CA 96002

Sierra County Behavioral Health
706 Mill Street
Loyalton, CA 9611

Executive Board Members

Cathy Rahmeyer,
County of Plumas, Chair

Maddelyn Bryan,
County of Siskiyou,
Vice Chair

Michael Coats,
County of Del Norte

Grace Poor,
County of Lassen

Tom Sandage,
County of Modoc

Major Tammy Ray,
County of Shasta

Sheryll Prinz-McMillan,
County of Sierra

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 cmadison@teachinc.org that will be read into the record.

1. Call to Order/Quorum Established/Introductions - 1:04. Members present: Michael Coats, Grace Poor, Tom Sandage, and Alternate for Siskiyou County Sarah Collard.
Attendees: Kristen Schreder, Jamie Northrup, Teddie Pierce, Sarah Prieto, Art, Ashley Saechao, Nicole Smith, Nikki Kates, Melissa Taiji, Jaclyn Disney.

2. 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. - No public comment.



3. Action Items

I. Action Item – Review and Approve Meeting minutes

a. November 20, 2025, Executive Board & All Member Meeting Minutes. (Attachment A)

Motion to approve by Michael Coats, Second by Grace Poor. All in favor, none opposed. Motion passed.

b. December 3, 2025 Special Executive Board Meeting Minutes (Attachment B)

Motion to approve by Michael Coats, Second by Grace Poor. All in favor, none opposed. Motion passed.

II. Action Item - Approve 2026 Executive Board Calendar (Exhibit C)

Motion to approve by Michael Coats, Second by Tom Sandage. All in favor, none opposed. Motion passed.

III. Action Item - Approve NorCal CoC HMIS Policies (Exhibit D)

Review and approve the proposed HMIS Policy Revisions

The proposed HMIS Policies were presented to the November 17, 2025 HMIS Committee and includes substantial updates to the 2024 HMIS Policies and Procedures as Teddie removed outdated references and clarified roles between T.E.A.C.H., Inc. and Pathways. On November 17, 2025 the HMIS Committee did not take action and referred the HMIS Policies to the November 20, 2025 Executive Board meeting. The Executive Board decided to table further discussion on a specific action item until the next Executive Board meeting, while also agreeing to have members review the revised HMIS policy before the December 3rd HMIS Committee meeting, with the goal of presenting it to the Executive Board on December 18th.

There are no revisions to the proposed HMIS Policies since November 17, 2025

Motion to approve by Michael Coats, Second by Grace Poor. All in favor, none opposed. Motion passed.

4. Discussion

I. HMIS Data Status

a. HMIS Project Renaming for consistency and better reporting

b. HMIS Vendor Cleaning

c. LSA data cleaning update

d. Pathways User Training Schedule

e. HMIS License Allocation Policy to be presented to the Jan. 7. HMIS Committee Meeting.

f. Coordinated Entry Policy Update to be presented to the January 15, Executive Board Meeting

The group discussed HMIS policy updates and data management. Teddie explained that the HMIS policy was ready for approval after multiple reviews and would be posted on HUD's website once the data standards manual is updated. Kristen highlighted the importance of the HMIS agency participation agreement. Jamie noted that only 7 agencies had signed it so far. Teddie outlined upcoming data cleaning efforts, including project renaming and a 7-year data cleanse, which will remove old enrollments and special assessments. The meeting also covered the need for managing HMIS licenses and the development of a coordinated entry policy update, which will be implemented in January and will allow counties to manage their own data and reports.

Kristen provided an update on the WellSky license renewal, explaining that the NorCal COC has enough HHAP funding to cover next year's license and system administration costs through September 2026. She noted that future funding may need to come from individual counties and agencies, as HHAP funds will be limited to 1% starting in 2026. The group discussed the need to bring back a budget in January to project costs for 2026-2027.



II. 2025 Federal CoC Notice of Funding Opportunity Withdrawn December 8, 2025 NorCal CoC has suspended activity related to 2025 HUD NOFO pending additional information.

The meeting discussed the withdrawal of the federal NOFO for funding, which was pulled back due to technical errors and pending lawsuits. The group is awaiting a court hearing to determine if a new NOFO will be released, likely after the new year.

5. Reports

I. 2026 HIC/PIT Planning and Administration - T.E.A.C.H., Inc.

The approved PIT Count date is Monday, January 26 and January 27, 2026 was approved as “Day of Count”

PIT Survey drafts presented for review by PIT Committee Meeting December 16, 2025 **PIT Planning**

a. Regional count admin/Jurisdictional leads are registered for their county and they will have access to the command center. Regional leads need to encourage volunteers to sign in to the Volunteer Registration Portal for the count. The Volunteer Registration Portal is live at <https://norcal.pointintime.info/>.

b. See recruiting materials to share with the understanding that people may want to tailor these to meet local needs or create their own.

c. Outreach teams and others should be identifying known locations.

Pit Planning Resources link below.

<https://pointintime.info/volunteer/norcal-point-in-time-count/norcal-jurisdictional-leads/>

The NorCal CoC is preparing for the 2026 PIT (Point-in-Time) count, with Jamie Northrup from TEACH serving as the NorCal PIT administrator. Each county has been assigned an administrator to handle local coordination, and volunteers are being registered through an online portal.

HIC Planning

Volunteer Leads and alternates for each County will oversee the PIT Sheltered Count and HIC process. Identify organizations and projects in the NorCal CoC that need to be included in the 2026 HIC, assist with follow-up if needed.

Provide Seth and Daniel at Pathways MISI **ASAP** with the names of programs for “all homeless dedicated beds and programs operating by organizations in your county that are missing from the 2025 HIC List of Projects, **regardless of funding source and including those not currently participating in HMIS.** These would be programs **that are not included in the 2025 HIC** that meet the attached criteria, “Project Type Reference Sheet”

Seth will contact all providers by December 2025 to allow time to follow-up with those who were only left voicemails or have not yet responded prior to the January 9, 2026 deadline. Once the data is gathered, Pathways will be updating the data in HMIS and it will be used to update the HIC in HDX for the HUD submission

The HIC (Homeless Individual Count) process is underway, with agencies being asked to ensure all relevant beds and units are counted and reported to Pathways by January 9th.

6. T.E.A.C.H., Inc. – Activities - Goals

A) State of CA System Performance Measures: Teddie Pierce will present information. See attached slides.

Exhibit E –CA System Performance Measures Review NorCal CoC

B) Policy Revision/Development – HMIS Policies Updated, Continue working on Proposed Governance



Charter Revisions to be presented to Executive Board by Spring 2026 (see more information below)

C) 2026-27 Budget Development – Continue to research and confirm proposed 2026-27 expenditures and available funding for presentation to January Executive Board Meeting.

Teddie presented California's system performance measures, highlighting progress in data entry and funding impact. The team made progress on measures related to people experiencing homelessness accessing services and exiting to permanent housing, though street outreach and rapid rehousing still need improvement. Teddie noted discrepancies in federal performance measures and mentioned ongoing data cleaning efforts, with about 20 warnings remaining that should be cleared before the next upload.

The meeting focused on data compliance and funding issues. Teddie reported progress on HHAP-5 compliance, while Kristen highlighted challenges with accessing second-half of HHAP4 funding due to unmet system performance measures, NorCal CoC is awaiting the HCD offer of technical assistance to be eligible to request release of HHAP 4 Remainder Disbursement. The group discussed the importance of data quality, noting potential funding losses and the need to share COC data with jurisdictions.

7. Governance Charter Work Group – Continue to review proposed Governance Charter revisions.

Next Meeting January 8, 2025 11:30 to 1:00

Amendments to the Governance Charter are anticipated to be ready for Governance Charter Work Group approval by January 8, 2026 to then be referred to the Advisory Boards for review and approval and then to the Executive Board for approval.

***** Everyone is welcome to attend the Governance Charter Work Group meetings*** January 8, 2025**

11:30am to 1:00pm

<https://us02web.zoom.us/j/87268740124?pwd=KtllkzLkoyMUp2bmkeac5cmzuT2DNa.1>

Meeting ID: 872 6874 0124

Passcode: 246213

Kristen gave an update on governance charter revisions, with a focus on membership criteria,

8. Data/Performance Work Group – January meetings after CoC HUD NOFO determinations (assuming late January)

Teddie mentioned plans to restart the data performance workgroup once data entry is complete.

9. NorCal CoC Members and County Updates

Various county updates were shared, including Michael's report on PSH program occupancy and upcoming emergency shelter opening in January.

10. Items for next meeting.

11. Adjournment - 2:11 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. You may contact the T.E.A.C.H., Inc. at (530)233-3111 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.

**Next Scheduled Executive Board Member Meeting
January 15, 2025 1pm – 3pm**