



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

Del Norte Advisory Board Meeting
June 11, 2026
3pm – 4:30pm
455 K Street, Crescent City, CA 95531
Big Conference Room

To Join via Google Meet:

meet.google.com/ojm-nwze-keh

Meeting ID: 87037899210

Passcode: 42957

Phone: [\(US\) +1 443-606-2209](tel:+14436062209) PIN: 797 072 660#

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. Persons wishing to address the Board on agenda items or during Public Comment please sign up by emailing Lisa Sellars at lisa.sellars@co.del-norte.ca.us. You may also submit your public comment via email that will be read into the record.

1. Call to Order/Quorum Established/Introductions

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.

3. Approval of Meeting Minutes

Board members will review and approve minutes from the May 14, 2026 NorCal CoC Advisory Board meeting (Attachment A).

4. Action Items

- I. **Accept and approve the resignation of Dorothy Waddelow as the Advisory Board Chair (Attachment B)**

***Advisory Board
Members***

Dorothy Waddelow
Chair

Michael Coats
Vice Chair

Lisa Sellars (Participant)
Secretary

Dana Gill

Daphne Cortese-Lambert

Jeri Robertson

Megan Miller

Pam Wilder

Sarah Johnson

Shiann Hogan

Sherry Hertz

- II. **Nominate and approve the appointment of a new Advisory Board Chair**
- III. **Accept and approve the resignation of Sherry Hertz as a member of the Advisory Board (Attachment C)**
- IV. **Review and approve the Del Norte County Encampment Engagement Policy (Attachment D)**

5. Updates

- I. **HHAP (Michael Coats)**
- II. **NorCal CA 516 CoC Executive Board Meeting (Michael Coats)**
- III. **NorCal CA 516 CoC PIT Committee (Michael Coats)**
- IV. **NorCal CA 516 CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars)**
- V. **BHBH (Shiann Hogan or Meaghan McGlasson)**
- VI. **Mobile Shower Project/DNMP (Daphne Cortese-Lambert)**
- VII. **DNMP Street Outreach (Daphne Cortese-Lambert)**
- VIII. **Recuperative Care (Daphne Cortese-Lambert)**
- IX. **CalAIM/DNMP Navigation Center (Daphne Cortese-Lambert)**
- X. **ERF (Shiann Hogan or Daphne Cortese-Lambert)**
- XI. **The Legacy (Michael Coats)**
- XII. **HDAP (Michael Coats)**
- XIII. **Housing Authority (Megan Miller)**
- XIV. **Tolowa Dee-ni' Nation Housing Division (Jeri Robertson)**
- XV. **Foster and Homeless Youth Program (Pam Wilder)**
- XVI. **United Methodist Church (Dana Gill)**
- XVII. **Governance Charter Committee (Dana Gill)**
- XVIII. **Partnership HealthPlan (Vicky Klakken, Sunshine Jackson, or Anna Costa)**

6. Discussion Items for Next Meeting

- I. **Bring forward updates**
- II. **Other discussion items**

7. Adjournment

Next Meeting
July 9, 2026
3pm – 4:30pm

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 County of Del Norte Housing Services by emailing Lisa Sellars at lisa.sellars@co.del-norte.ca.us for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.



**Del Norte Advisory Board Meeting Minutes
May 14, 2026
3pm – 4:30pm
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 3:15pm by Michael Coats.

Voting Members Present: Michael Coats (DHHS Housing Services Manager), Dana Gill (United Methodist Church Pastor), Daphne Cortese-Lambert (Del Norte Mission Possible Director), Pam Wilder (DNUUSD Foster and Homeless Youth Services Director), Shiann Hogan (DHHS Behavioral Health Deputy Director)

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

Members of the Public: Lisa Daniels (DHHS Housing Services Client Services Specialist), Daniel Trevino (DHHS Housing Services Case Manager), Syllas Ryan (Smith River United Methodist Church Certified Lay Minister)

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

Daphne commented, "You are all awesome and doing an incredible job!"

3. Approval of Meeting Minutes

- I. **Board members will review and approve minutes from the March 12, 2026 NorCal CoC Advisory Board meeting (Attachment A).** Pam motioned to approve the minutes. Daphne seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

4. Action Items

- I. **Review membership application and approve Sherry Hertz as a voting member of the Del Norte County Advisory Board of the NorCal CoC (Attachment B).** Sherry was not present for the vote. Michael said that she is the new administrator of RHS and oversees all RHS programs including the Harrington House. He said that Sherry would be a good addition to the Board. Shiann motioned to approve Sherry Hertz as a voting member of the Advisory Board. Daphne seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

5. Updates

- I. **HHAP (Michael Coats).** Michael said that HHAP 3 contracts went before the Board of Supervisors and were approved. HHAP 4 and 5 contracts should be coming soon. For HHAP 6 the County will be updating and submitting their encampment policy. They submitted documents to the Administrative Entity from their Encampment Resolution Funding application but will not be adopting the encampment engagement policy that the Administrative Entity drafted for the HHAP 6 application. They will submit a much more concise policy that will allow more flexibility. Daphne commented that some of the information in the Administrative Entity's draft was no longer accurate. She also said that she wants to make sure that her team has the capacity to do the things outlined in the policy. Shiann stated that they will do a summary that meets the requirements of HHAP 6. Michael said that it looks like there will be an HHAP Round 7. He said there will be less funding and more accountability.
- II. **NorCal CA 516 CoC Executive Board Meeting (Michael Coats).** Michael said that the Executive Board discussed the changes that are coming with the HIC. He said that they will be able to retrieve the count from the system. They also discussed Coordinated Entry and HMIS data. He said that for Coordinated Entry meetings we will pull our own reports. Shiann added that the Executive Board discussed forming a Youth Action Board.
- III. **NorCal CA 516 CoC PIT Committee (Michael Coats).** No update.
- IV. **NorCal CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars).** Daphne said that the HMIS Committee meeting was canceled. She added that previously they were looking at Street Outreach. She likes to have a voice on the committee so that she can ensure that policies like the one for Street Outreach are reflective of what we are doing in this community. A lot of the other representatives on the committee are not in the field doing the work.
- V. **BHBH (Meaghan McGlasson).** Shiann reported that BHBH is leasing a 5Bed/2 Bath house with five studio apartments. The plan is to utilize the studio apartments for people who would not do well in a congregate setting. The goal is to have the units available for tenancy by the first of June. Shiann shared that the program has acquired a brand new Ford F150 to use to transport client belongings. They are still working on the Request for Proposals (RFP) process for a master lease for four motel rooms.
- VI. **Mobile Shower Project/DNMP (Daphne Cortese-Lambert).** Daphne did not have the numbers for the mobile shower project. She said that they are looking at finding funding to replace the shower because it is old. The shower had to have welding done recently. Shiann asked if Partnership can help with the showers. She said that she has a meeting scheduled with Partnership to discuss needs and that she will add showers to the list of ideas that she has for the meeting. Daphne said that the mobile shower project will be moving from the Open Door clinic to Cornerstone Church parking lot starting on Tuesday.
- VII. **DNMP Street Outreach (Daphne Cortese-Lambert).** Daphne reported that last month street outreach served 427 individuals, 25 of which were new. She said that there were 863 points-of-service contacts; 480 lunches and 383 bus tokens were provided.
- VIII. **Recuperative Care (Daphne Cortese-Lambert).** They served 31 people last month for 612 nights of recuperative care stays. Daphne said that her team checks on all of the people in recuperative care daily.

- IX. CalAIM/DNMP Navigation Center (Daphne-Cortese-Lambert).** Daphne said that the Navigation Center is open Monday, Wednesday, and Friday from 10am to 2pm. It served 277 individuals last month.
- X. ERF (Michael Coats or Daphne Cortese-Lambert).** Shiann reported that the fridge and freezer for the kitchen has been set into place. They are now working on completing the installation of accessories in the bathrooms, installation of ADA accessible kitchen cabinets in the community room, and parking lot signage. A fence will need to be installed. The ribbon cutting date is still unknown.
- XI. The Legacy (Michael Coats).** Michael said that the community room at The Legacy is now open from 9am to 4pm, excluding lunch. Client Services Specialist Lisa Daniels is now stationed there. These hours give Lisa an hour in the morning and an hour in the evening, until other staff are on site. Michael said that communication between property management, his team, and Del Norte Mission Possible has improved, especially around inspections. He said that there are three new residents at The Legacy. One of them is a woman that was homeless for 20 years. She is thriving in her new apartment.
- XII. HDAP (Michael Coats).** Michael reported that they enrolled two more participants into HDAP. One of the participants is at The Legacy and the other is residing at the Del Norte Mission Possible house. They also exited one participant into homelessness that elected to leave the program.
- XIII. Housing Authority (Megan Miller).** Megan was not present to give an update.
- XIV. Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson).** Jeri was not present to give an update.
- XV. Foster and Homeless Youth Program (Pam Wilder).** Pam said that they are gearing up for the beginning of school. They are currently supporting 200 students, around 4.7% of the student population, as McKinney-Vento eligible. Twenty-six of the students are seniors. Six of them are at risk of not graduating, 15 are on track to graduate, and the rest graduated. Pam said that they will be doing the Thrift & Thrive event for 9th – 12th graders on Monday, June 1, from 11:30am - 4:30pm at Del Norte High School, Room B1.
- XVI. United Methodist Church (Dana Gill).** Dana reported that their board approved fencing and a porta-potty for safe parking. She also spoke about creating an intergenerational community vision.
- XVII. Governance Charter Committee (Dana Gill).** No update. Dana was unable to attend the last Governance Charter Committee meeting.
- XVIII. Partnership HealthPlan (Vicky Klakken).** No update.

6. Discussion Items for Next Meeting

- I. **Bring forward updates.** Updates will be brought forward. Add Shiann to ERF updates and remove Michael. Add Shiann to BHBH updates.
- II. **Other discussion items.** None stated.

7. Adjournment

Daphne motioned to adjourn the meeting. Shiann seconded the motion. Roll Call Vote was taken. All approved. The motion passed and the meeting was adjourned at 4:24pm.

Next Meeting
April 9, 2026
3pm – 4:30pm

DRAFT



COUNTY OF DEL NORTE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

880 Northcrest Drive
Crescent City, California 95531

Phone
(707) 464-3191

Ranell Brown, Director

Fax
(707) 465-1783

May 29, 2026

Del Norte County Local Advisory Board of the NorCal Continuum of Care
Administrative Entity (DHHS)
880 Northcrest Drive
Crescent City, CA 95531

Dear Del Norte County Local Advisory Board,

It is with great sadness, I inform you of the passing of the Department of Health and Human Services Deputy Director Dorothy Waddelow, on May 15, 2026.

Please accept this letter as a formal notification of her resignation from her position as a member and Chair of the Del Norte County Local Advisory Board.

As a representative of the Administrative Entity (DHHS) and Social Services Programs, she served in this capacity for many years and made a significant impact on addressing homelessness in the community. Her compassion and thoughtfulness will be remembered by many.

For more information, please contact me at (707) 464-3191.

Sincerely,

A handwritten signature in blue ink that reads "Ranell B" with a stylized flourish at the end.

Ranell Brown
Director
County of Del Norte Department of Health and Human Services



**COUNTY OF
DEL NORTE**

Fwd: Del Norte Advisory Board and DV Emergency Transportation Program

Michael Coats <michael.coats@co.del-norte.ca.us>

Tue, Jun 2, 2026 at 4:55 PM

To: Shiann Hogan <shogan@co.del-norte.ca.us>, Lisa Sellars <lisa.sellars@co.del-norte.ca.us>

----- Forwarded message -----

From: **Sherry Hertz** <shertz@dnrhs.org>

Date: Tue, May 26, 2026 at 8:28 AM

Subject: RE: Del Norte Advisory Board and DV Emergency Transportation Program

To: Michael Coats <michael.coats@co.del-norte.ca.us>

Hi Michael,

I have decided to resign from RHS, today is my last day. I'm starting a new job, but it has nothing to do with homelessness so I won't be able to be an advisory member. I enjoyed working with you and am sure I will see you around town.

Sincerely,

Sherry



Del Norte County Encampment Engagement Policy

Contents

1. Purpose
2. Encampment Response Standards
3. Local Implementation
4. Policy Review

1. Purpose

This policy establishes a framework for addressing encampments in a manner that is coordinated, respectful, and consistent with state guidance. It supports local efforts to respond to encampments while prioritizing connection to services, housing opportunities, and community wellbeing.

2. Encampment Response Standards

2.1 Person-Centered, Housing First, and Trauma-Informed Approach

Encampment engagement efforts will utilize person-centered, Housing First, and trauma-informed approaches.

2.2 Awareness of Interim Housing Capacity

Partners will maintain awareness of available interim housing options, including shelter and motel vouchers.

2.3 Respectful Treatment of Personal Property

Personal property will be handled respectfully and reasonably. Belongings will be collected and stored unless they pose a health or safety risk. Individuals will be informed how to retrieve stored property.

2.4 Advance Notice to Encampment Residents

Notice will be provided prior to encampment removal, including at least 48 hours in non-urgent situations and as soon as practicable in urgent situations.

Notices will include the date and time of removal, services that are immediately available, and how belongings will be handled and retrieved.

2.5 Awareness of Ongoing Efforts

Partners will maintain awareness of ongoing outreach and service efforts and coordinate with service providers as appropriate.

2.6 Offer of Shelter Prior to Removal

Reasonable efforts will be made to offer shelter or interim housing prior to removal. If unavailable, efforts will be documented and lawful alternatives identified where applicable.

2.7 Health and Safety Prioritization

Encampment response activities will consider health and safety conditions. Hazards may be addressed independently when appropriate.

3. Local Implementation

This policy will be implemented based on local conditions, available resources, and existing practices.

4. Policy Review

This policy may be reviewed and updated as needed to remain consistent with state guidance and local practices.