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

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 (DNUSD 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), Sylas 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
June 11, 2026
3pm – 4:30pm