



May 21, 2026
Executive Board Member Meeting Minutes
(Approved: June 29, 2026)
1:00 pm to 3:00 pm
112 East 2nd Street, Housing Program Office
Alturas, CA 96101

NorCal CoC Executive Board Meeting

May 21, 2026

1:00pm - 3:00pm

<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
3300 Churn Creek
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

Tim Danielson,
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 - 1:01pm. Roll call, quorum established. Members present: 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), Tim



Danielson (County of Shasta), Robert Szopa (County of Sierra).

Attendees: Kristen Schreder, Jamie Northrup, Teddie Pierce, Carol Madison, Sarah Prieto, Daniel Howland, Kim Decker, Janna Howard, Zac Clark, Emily Kerr, Eric Yan, Shiann Hogan.

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

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. Action Items

I. Action Item – Review and Approve Meeting minutes

Attachment A April 16, 2026 All Member and Executive Board Meeting Minutes

No revisions were requested.

Motion to approve by Robert Szopa. Second by Michael Coats. Roll call vote: Cathy Rahmeyer – Yes; Maddelyn Bryan – Yes; Michael Coats – Yes; Grace Poor – Yes; Tom Sandage – Yes; Tim Danielson – Yes; Robert Szopa – Yes. Motion passed.

II. Approve Coordinated Entry System Policies and Procedures

Attachment B – Coordinated Entry System Policy revised May 6, 2026

Teddie Pierce presented the Coordinated Entry System (CES) Policies and Procedures. The CES/HMIS Committee has been reviewing the Coordinated Entry Policy since approximately November 2025 and approved a draft on May 6, 2026. Teddie noted that changes may be coming this summer due to the CalMHSA data integration scheduled for July 1, as well as pending state guidance on privacy laws that was expected by the end of April but has not yet been issued.

Grace Poor reported that the Lassen County Advisory Board reviewed and approved the coordinated entry policies. Maddelyn Bryan indicated that her requested changes appear to have been incorporated in prior revision rounds and expressed readiness to move forward with a policy to implement and refine through use.

Motion to approve by Grace Poor. Second by Maddelyn Bryan. Roll call vote: Cathy Rahmeyer – Yes; Maddelyn Bryan – Yes; Michael Coats – Yes; Grace Poor – Yes; Tom Sandage – Yes; Tim Danielson – Yes; Robert Szopa – Yes. Motion passed.

III. Approve Revised NorCal CoC Administrative Entity and HMIS Budgets; Approve Contracts

Kristen Schreder presented revised budgets for TEACH Inc. and Pathways MISI and requested approval of associated contracts. TEACH Inc. began services as Administrative Entity on August 1, 2025 and Pathways MISI began HMIS System Administration services on September 19, 2025.

Summary of budget changes:

- Budgets realigned to a fiscal year ending June 30 for both entities.
- HMIS Lead responsibilities added to TEACH Inc., adding \$7,000 to the 2025/26 budget.
- Teddie Pierce's contracted amount increased by \$12,000 to cover additional policy development, project evaluation, and data analysis work, including unanticipated time on the HUD NOFO process (which was halted by litigation) and coordinated entry work when no applicant responded to the related RFP.



- Pathways MISI 2025/26 budget reduced to 9.33 months (\$114,883.18), omitting \$6,000 in travel and \$5,000 in conference costs not incurred. Proposed 2026/27 contract: \$150,229.47. Proposed 2027/28 contract: \$155,415.89.
- The \$71,310 Housing Tools contract for an HHAP 7 application was removed. HCD announced HHAP 7 will not require a new full application but will be treated as the 3rd and 4th rounds of HHAP 6, requiring only budget updates and system performance measure review. HHAP 7 statewide total is \$500 million versus \$760 million for HHAP 6.
- Revised combined AE and HMIS budget: \$588,650 (reduced from \$659,960). Savings of \$157,295 on HMIS versus prior year; approximately \$124,000 on Administrative Entity services versus the City of Redding's projected cost of \$479,000.

NorCal CoC HHAP 6 approval (\$5.8 million) was announced in a Governor's press release, conditioned on all counties adopting compliant Encampment Engagement Policies by June 30, 2026. Tim Danielson raised a question regarding whether the budget should be reviewed by advisory boards. Kristen Schreder clarified that budget decisions have historically been the purview of the Executive Board.

A. Approve Administrative Entity and HMIS Revised 2025/26 Budget and Proposed 2026/27 and 2027/28 Budgets

Motion to approve by Robert Szopa. Second by Tom Sandage. Roll call vote: Cathy Rahmeyer – Yes; Maddelyn Bryan – Yes; Michael Coats – Yes; Grace Poor – Yes; Tom Sandage – Yes; Tim Danielson – Yes; Robert Szopa – Yes. Motion passed.

B. Approve Pathways MISI Revised 2025/26 and Proposed 2026/27 & 2027/28 HMIS System Administration Contract – Total \$420,528.54

Motion to approve by Tom Sandage. Second by Grace Poor. Roll call vote: Cathy Rahmeyer – Yes; Maddelyn Bryan – Yes; Michael Coats – Yes; Grace Poor – Yes; Tom Sandage – Yes; Tim Danielson – Yes; Robert Szopa – Yes. Motion passed.

C. Approve Pathways MISI Contract for HUD 2026 NOFO Collaborative Application Preparation – \$16,250

Maddelyn Bryan asked whether other bids were obtained. Kristen Schreder noted the \$16,250 fee (at \$125/hour, not to exceed 130 hours) is lower than any prior contract for this work; in 2023 the high bid was \$50,000 and Teddie Pierce's winning bid was \$18,000–\$19,000. Teddie Pierce confirmed the rate is fair and noted he was not in a position to bid this cycle. The Housing Tools HHAP 7 contract (Exhibit F, \$71,310) was removed from the agenda and not voted upon, as no new application is required. Motion to approve by Tim Danielson. Second by Michael Coats. Roll call vote: Cathy Rahmeyer – Yes; Maddelyn Bryan – Yes; Michael Coats – Yes; Grace Poor – Yes; Tom Sandage – Yes; Tim Danielson – Yes; Robert Szopa – Yes. Motion passed.

IV. Review and Consider Approving NorCal CoC as ERF Applicant for the HomeMore Project in Yreka

Exhibit G – HomeMore Project, NorCal CoC Encampment Resolution Funding (ERF) Partnership Opportunity



Zac Clark, Founder and Executive Director of the HomeMore Project, presented a proposal for a 20-unit Permanent Supportive Housing (PSH) project in Yreka, in partnership with DignityMoves. The HomeMore Project recently acquired land in Yreka, located approximately two minutes from Yreka's Base Camp (32-bed shelter). Key details:

- Project type: Stick-built, approximately 200 sq. ft. private units with private bathroom and shower, sleeping area with twin XL bed, personal storage, small kitchenette, and natural light.
- Communal amenities include a shared kitchen, laundry, lounge, and open space.
- Estimated total development cost: approximately \$1.54 million (capital), plus a 3-year operational budget.
- Proposed service provider: Northern Valley Catholic Social Service (NVCSS), currently in discussion.
- ERF strategy: identify encampments, move Base Camp shelter residents into the PSH project, and free Base Camp beds for encampment residents.
- DignityMoves is an experienced developer partner with approximately 20 ERF applications completed across California.

Discussion: Teddie Pierce noted HUD is moving away from PSH funding toward transitional housing. Zac Clark acknowledged this but emphasized the project's focus on ending homelessness for at least 20 individuals permanently. Maddelyn Bryan confirmed an unmet PSH need in Siskiyou County, with all existing PSH units consistently at capacity, and offered county support in identifying additional service funding sources beyond CalAIM. On client eligibility, Clark stated the project's primary focus is Yreka and Siskiyou County residents; Bryan recommended using the Siskiyou Coordinated Entry list with transfer protocols for inter-county referrals.

Chair Rahmeyer raised questions about liability, administrative burden, insurance coverage, and the precedent of NorCal CoC serving as an ERF applicant. Kristen Schreder noted that ERF allows up to 5% for administrative costs and that TEACH would be reimbursed from this budget. The HomeMore Project and DignityMoves have committed to absorbing the majority of administrative work. A final budget and administrative structure will be presented at the June 18 meeting prior to the June 30 application deadline.

Maddelyn Bryan abstained from the vote as the project is located in her county. Michael Coats offered to connect Zac Clark with Del Norte County's PSH project team for peer learning.

Motion to approve NorCal CoC as ERF Applicant for the HomeMore Project by Tim Danielson. Second by Robert Szopa. Roll call vote: Cathy Rahmeyer – Yes; Maddelyn Bryan – Abstain; Michael Coats – Yes; Grace Poor – Yes; Tom Sandage – Yes; Tim Danielson – Yes; Robert Szopa – Yes. Motion passed (6 Yes, 1 Abstain).

4. Discussion

I. Development of an Emergency Transfer Plan (ETP) Policy

Teddie Pierce reported on the NorCal CoC's participation in a six-week HUD Technical Assistance workshop



on Emergency Transfer Plan (ETP) development. An ETP is required under the Violence Against Women Act (VAWA) for all CoC- and ESG-funded housing agencies. It provides survivors of domestic violence, dating violence, sexual assault, or stalking a process to safely relocate to a new housing unit without facing discrimination or denial of housing. Two transfer types are covered: internal transfers (within the same project) and external transfers requiring a new lease or project entry, which may cross county or state lines.

Teddie has a 15-page draft ETP ready for circulation, developed using HUD's sample policy as a baseline. The absence of a functioning ETP may have contributed to the CoC not receiving HUD DV Bonus funding. Having an ETP in place would strengthen future DV Bonus applications. Teddie proposed convening a small working group (no more than two meetings) of housing and DV providers from across the CoC region to validate timelines and workflows in the draft, with a goal of returning to the Executive Board for approval in July.

Next Steps: Jamie Northrup will collect DV provider contacts from each county. Teddie Pierce will schedule a working group meeting within the next two weeks and will send the draft policy to all attendees and advisory board members. County contacts identified: Plumas/Sierra – Cathy Rahmeyer (with Robert Szopa assisting); Siskiyou – Maddelyn Bryan to connect Siskiyou DV shelter director; Del Norte – Michael Coats to connect DV emergency shelter director (recently joined advisory board); Lassen – Grace Poor to connect Brett from Lassen Family Services; Modoc – Jamie Northrup to invite Modoc Crisis Center director.

Teddie also noted that a regional ETP Lead role, responsible for coordinating transfer requests and locating safe housing, could potentially be funded through a HUD DV Bonus application if one is included in the upcoming NOFO.

II. Development of Youth Action Board – Technical Assistance

Kristen Schreder provided an update on the CoC's Technical Assistance engagement with the Technical Assistance Collaborative (TAC), funded by California HCD through HHAP, to develop a Youth Action Board (YAB) composed of youth with lived experience of homelessness or housing instability to advise on system improvements. TAC advisors presented to the Shasta Homeless Youth Alliance on April 16. Two youth have attended recent YAB planning meetings, including Tyler, a consistent participant.

A one-page flyer describing YAB involvement was in preparation for distribution to youth-serving agencies. Estimated cost for a fully functional YAB: \$20,000–\$24,000, including a part-time facilitator whose cost would be shared across county-level boards. Funding sources may include HHAP Youth Set-Aside money. HUD YAB funding is a possibility in a future year; the CoC is not currently positioned to apply in 2026. TAC facilitation runs through the end of June 2026, after which a documented roadmap will be available.

Maddelyn Bryan suggested starting with a CoC-wide YAB rather than separate county boards, given the challenge of recruiting sufficient youth in rural counties. Grace Poor agreed, citing unsuccessful attempts to form a standalone Lassen County YAB. Cathy Rahmeyer noted similar challenges for Plumas and Sierra. Kristen Schreder expressed openness to a CoC-wide model, possibly convened in Shasta with virtual access for other counties.

III. Discuss the Brown Act Applicability to NorCal CoC

Kristen Schreder presented research on whether SB 707 (signed October 2025, effective July 1, 2026), which revises certain Brown Act provisions including virtual meeting requirements, applies to the NorCal CoC. The Shasta CoC Advisory Board had raised questions about the impact of SB 707 on virtual meeting practices.

Research indicates that NorCal CoC likely does not meet the definition of a "legislative body" under SB 707 and therefore may not be subject to the Brown Act. Other California CoCs not subject to the Brown Act include those administered by nonprofit entities in Sacramento, Tehama, San Diego, Bakersfield, Roseville,



Nevada, Kings, and Tulare counties. Under SB 707, compliance would require a quorum of the Board to be physically present at each meeting, which would be operationally difficult given the seven-county geography.

Teddie Pierce noted that, per HUD, CoCs are not Brown Act-enacted bodies and suggested that a transparency statement in the governance charter could achieve the policy goals of the Brown Act without formal compliance obligations. Grace Poor emphasized that if the Brown Act structure were removed, the governance charter would need to explicitly address quorum, voting, public notice, and transparency. Kristen Schreder agreed and indicated the governance charter would be updated accordingly. Shiann Hogan noted that Del Norte County's IHSS advisory board recently adopted the Rosenberg Rules of Order on county counsel's advice; Kristen Schreder requested a copy for reference.

Next Steps: Kristen Schreder will circulate a four-page analysis document to board members and advisory boards. Discussion and possible action on the governance charter and Brown Act applicability is scheduled for the June or July meeting. The governance charter update was held from today's agenda pending resolution of this item; it will also incorporate Youth Action Board language when ready.

IV. HMIS Data Status

Teddie Pierce provided the following updates:

a. Coordinated Entry – County-Level Progress

Teddie reported meetings held with all counties except Plumas and is working with the Shasta County Friday group on coordinated entry implementation. Shasta County is the most active, with Nation's Finest regularly exiting participants. Data quality issues identified include missing VI-SPDAT assessments and incorrect county designations, which are being corrected. Sierra County now has a designated coordinated entry data entry person. Approximately 20 individuals in the by-name list have expressed interest in Miracle Messages family reconnection services; Teddie will coordinate a referral protocol with Miracle Messages. The updated by-name list now includes report tabs for chronic homelessness flag, prevention funding interest, encampment location, and Miracle Messages referrals. Future direction of coordinated entry will depend on the HUD 2026 NOFO; clarity is anticipated by mid-June.

b. CA System Performance Measures (SPMs)

HCD skipped the March submission cycle and is making adjustments to SPM calculations; updated SPM spreadsheets are expected in summer 2026. NorCal CoC remains in good standing based on the December 2025 submission.

c. HMIS Project Names and Contacts Updates

A standardized naming convention is being implemented: County Code – Provider – Project Type – Funding Source. Users may still search by project number. Advisory board leads should notify HMIS users that project names will change over the next two weeks. Maddelyn Bryan noted some Siskiyou County projects are showing "SH" (Shasta) prefix rather than "SK" (Siskiyou); Teddie confirmed this was an error and asked Maddelyn to send the affected project list for correction.

d. HMIS Agency Participation Agreements

Approximately five agency participation agreements remain outstanding; Jamie Northrup has followed up with all pending agencies. A batch of user agreement requests was submitted to Pathways MISI for processing; outstanding user agreements should be resolved shortly.

5. Reports



I. Compliance with HHAP 6 Application Requirement to Address Encampments and Adoption of Encampment Policies

Kristen Schreder reported that NorCal CoC's HHAP 6 application (\$5.8 million) was formally approved and included in a Governor's press release. Approval is conditioned on all seven counties adopting HCD-compliant Encampment Engagement Policies by June 30, 2026. Current status: Siskiyou – HCD-approved as compliant; Modoc, Plumas, Sierra – Advisory Boards approved a shared policy previously reviewed by HCD as compliant; Lassen – working on remaining components; Shasta – fine-tuning policy; Del Norte – preparing policy. All counties are progressing and no issues are anticipated. Any delay in a county's policy approval will hold up that county's share of funding release.

II. 2026 HUD Notice of Funding Opportunity

Teddie Pierce reported that the HUD 2026 NOFO is anticipated to be released May 29, 2026. HUD is expected to shift funding mix away from permanent supportive housing toward transitional housing. The Data/Performance Work Group meeting on May 28, 2026 (1:00 pm) will address how to convert rapid rehousing or PSH projects to transitional housing for those interested in applying. NorCal CoC currently has three CoC-funded projects: HMIS, coordinated entry, and one PSH project in Shasta County.

III. 2026 HIC/PIT Planning and Administration – T.E.A.C.H., Inc.

Pathways MISI submitted the Housing Inventory Chart (HIC) and Point-in-Time (PIT) Count data to HUD HDX by the April 30, 2026 deadline. A draft HIC and PIT report is expected to be available for the NorCal CoC PIT Committee Meeting on June 16, 2026. Going forward, the HIC will be maintained and updated on a quarterly basis to reduce the burden of future PIT/HIC cycles.

IV. HHAP Funding Status – T.E.A.C.H., Inc.

a. HHAP 3

All HHAP 3 funds must be distributed (out of TEACH's account) by June 30, 2026. Subrecipients have until December 31, 2026 to expend funds once received. TEACH requests all final Requests for Funds (RFFs) be submitted by June 1 to allow processing before fiscal yearend. Approximately seven subrecipient agreements still have remaining funds to be requested. The final agency funding agreement is nearly complete.

b. HHAP 4

The HHAP 4 funding agreement is finalized. Distribution will follow the completion of HHAP 5 agreements. Some agencies have already received HHAP 4 funds under City of Redding agreements; updated agreements with TEACH will be distributed.

c. HHAP 5

TEACH received the initial 50% of HHAP 5 funds from the City of Redding. Funding agreements for the CoC, Modoc, Plumas, and Sierra Counties are in process. To qualify for the second half of HHAP 5 funding, TEACH must: (1) have 75% of the first-half allocation obligated (fully executed agreements) by June 30, 2026; and (2) have 50% of the first-half allocation expended (funds disbursed) by June 30, 2026. The first agreement was issued May 13; two more have been sent; approximately five more are in preparation. Nonprofit subrecipients (FaithWorks, YES, Salvation Army, PCIRC, Del Norte, Mission Possible) are prioritized to meet the 75% obligation threshold. Timely execution of contracts will allow the CoC to request the second half of HHAP 5 funds and avoid additional state oversight.

d. HHAP 6



HHAP 6 (\$5.8M) is approved (see Report I above). Once encampment policy compliance is confirmed, TEACH will prepare a NOFA for distribution of allocations to the CoC, Modoc, Plumas, and Sierra Counties.

V. Data/Performance Work Group

Next scheduled meeting: May 28, 2026, 1:00–2:30 pm. Topics: (a) converting rapid rehousing or PSH projects to transitional housing for agencies considering CoC funding applications; (b) review of HIC project distributions, counts, and utilization percentages.

Data Performance Work Group

May 28, 2026 1:00pm - 2:30pm

<https://us02web.zoom.us/meeting/register/b9QukretRr6nvE7HxcbFCA>

Meeting ID: 873 2387 0411

Passcode: 304488

6. NorCal CoC Members and County Updates

Jamie Northrup shared two updates on behalf of Carol Madison (TEACH Executive Director, who experienced connectivity issues during the meeting):

- DocuSign: TEACH plans to implement DocuSign beginning July 1, 2026, to streamline electronic execution of funding agreements and other contracts.
- Website: TEACH has contracted with a new IT company to rebuild its website with improvements to security, user experience, and functionality. Posting of agendas and updates has been slower during the transition; this is expected to improve upon completion.

7. Items for next meeting

Items scheduled for the June 18, 2026 Executive Board Meeting: (1) HomeMore Project ERF Application – final review and approval of application and administrative budget; (2) Brown Act Applicability/Governance Charter Update – discussion and possible action following member and advisory board review of analysis document; (3) MOU Between TEACH Inc. and NorCal CoC – date amendment from August 1–July 31 to fiscal year alignment; (4) Youth Action Board – roadmap and budget update.

8. Adjournment - 2:05pm

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
June 18, 2026 1pm – 3pm