



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

**Del Norte Advisory Board Meeting**  
**September 10, 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](https://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. 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](mailto: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 July 9, 2026 NorCal CoC Advisory Board meeting (Attachment A).

**4. Action Items**

- I. **Discuss and approve removal of Sarah Johnson as a Voting Member of the Advisory Board**

***Advisory Board  
Members***

**Shiann Hogan**  
Chair

**Michael Coats**  
Vice Chair

**Lisa Sellars** (Participant)  
Secretary

**Dana Gill**

**Daphne Cortese-Lambert**

**Jeri Robertson**

**Megan Miller**

**Pam Wilder**

**Sarah Johnson**

**5. Discussion**

- I. Review Advisory Board Membership Policy (Attachment B)**
- II. HDAP Letter regarding funding and collaboration requirements (Attachment C)**
- III. FY 2026 NOFO Vacated**

**6. 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. BHSA Housing (Shiann Hogan or Meaghan McGlasson)**
- VII. Mobile Shower Project/DNMP (Daphne Cortese-Lambert)**
- VIII. DNMP Street Outreach (Daphne Cortese-Lambert)**
- IX. Recuperative Care (Daphne Cortese-Lambert)**
- X. CalAIM/DNMP Navigation Center (Daphne Cortese-Lambert)**
- XI. ERF (Shiann Hogan or Daphne Cortese-Lambert)**
- XII. The Legacy (Michael Coats)**
- XIII. HDAP (Michael Coats)**
- XIV. Housing Authority (Megan Miller)**
- XV. Tolowa Dee-ni' Nation Housing Division (Jeri Robertson)**
- XVI. Foster and Homeless Youth Program (Pam Wilder)**
- XVII. United Methodist Church (Dana Gill)**
- XVIII. Governance Charter Committee (Dana Gill)**
- XIX. Partnership HealthPlan (Vicky Klakken, Sunshine Jackson, or Anna Costa)**

**7. Discussion Items for Next Meeting**

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

**8. Adjournment**

**Next Meeting**

October 8, 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](mailto: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  
July 9, 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 3:07pm by Michael Coats.

Voting Members Present: Shiann Hogan (DHHS Behavioral Health Deputy Director), Michael Coats (DHHS Housing Services Manager), Daphne Cortese-Lambert (Del Norte Mission Possible Director), Megan Miller (City of Crescent City Housing Authority Director), Pam Wilder (DNUSD Foster and Homeless Youth Services Director)

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

Members of the Public: Meaghan McGlasson (DHHS Behavioral Health Program Manager), Lisa Gensaw (DHHS Housing Services Client Services Specialist)

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

None.

**3. Approval of Meeting Minutes**

- I. **Board members will review and approve minutes from the June 11, 2026 NorCal CoC Advisory Board meeting (Attachment A).** Daphne motioned to approve the minutes. Pam seconded the motion. Roll Call Vote was taken. All approved. The motion passed.

**4. Discussion Items**

- I. **Discuss Brown Act Applicability.** The Executive Board requested that Advisory Boards discuss the Brown Act and its applicability to the NorCal CoC. They want feedback regarding removal of Brown Act procedures as the CoC does not appear to be subject to the Brown Act. Shiann shared that she requested a legal opinion from County Counsel and that Counsel concurred that we are not subject to the Brown Act. Advisory Board members expressed that it may be in our best interest not to follow the Brown Act as some of the rules make it difficult to conduct business. We can remain transparent and attempt to follow many of the requirements voluntarily such as posting

agendas at least 72 hours in advance. Michael will share feedback with the Executive Board.

## 5. Updates

- I. **HHAP (Michael Coats).** Michael shared corrective measures that the County is taking to qualify for HHAP-6 funds including AB 997 compliance for all previous HHAP rounds and meeting of fiscal deadlines. HHAP Rounds 3 and 4 funds should be disbursed soon. Round 7 funds increased to \$900 million. Michael also reported that Del Norte's Encampment Engagement Policy was approved by the State so we are eligible to apply for HHAP-6 funds.
- II. **NorCal CA 516 CoC Executive Board Meeting (Michael Coats).** Michael said that the Executive Board voted to extend the agreement with T.E.A.C.H. to two years instead of one.
- III. **NorCal CA 516 CoC PIT Committee (Michael Coats).** No update. Michael said the PIT Committee has not been meeting but should resume meeting soon in preparation for the next Count. He will reach out to T.E.A.C.H. for the finalized report for last year's PIT Count.
- IV. **NorCal CoC HMIS/CEP Committee (Daphne Cortese-Lambert or Lisa Sellars).** No update. Daphne reported that the HMIS Committee meeting was cancelled.
- V. **BHBH (Shiann Hogan or Meaghan McGlasson).** Meaghan reported that they are furnishing the property on Cooper. They will move people who are not a good fit to live with other people into the studio apartments at the Cooper Avenue property. That will free up the house on K Street to be used for families again. Other BHBH participants in motels will be moved in once the property on Cooper is open.
- VI. **BHSA Housing (Shiann Hogan).** BHSA Housing went live on July 1. Meaghan said that there are currently seven people utilizing BHSA Housing Interventions, down from 13 or so when funded by MHSA Full Service Partnership (FSP) program. A few people were moved over to Bridge Housing because BHSA has a time limit clock for interim settings. Meaghan said that you must be receiving services at Behavioral Health to be eligible for BHSA housing.
- VII. **Mobile Shower Project/DNMP (Daphne Cortese-Lambert).** Daphne said Tuesday's new location at the Cornerstone parking lot is working well. She said that the people are going there for the purpose of getting services and are behaving respectfully and responsibly.
- VIII. **DNMP Street Outreach (Daphne Cortese-Lambert).** Daphne said that on Tuesdays they served 170 individuals in June. At Thursdays outreach they served 248 individuals. They gave out 309 bus tokens. Daphne said that Aegis now comes out and sets up a couple of times a month at the navigation site. Daphne said that one change is that the shelter staff were a big part of outreach but now they are not. She said that they are now limited on staff at outreach. One solution they have found is to have shelter participants volunteer at outreach.
- IX. **Recuperative Care (Daphne Cortese-Lambert).** Daphne said in June they had 27 individuals in recuperative care for 626 nights. She said that on Friday all of the people would be out of the motels. Most moved into the shelter. Daphne said that they are better able to assess people's needs when they can observe them at the shelter.

- X. **CalAIM/DNMP Navigation Center (Daphne-Cortese-Lambert).** Daphne said that in June they served 251 individuals at the Navigation Center. She said that they are short staffed but would like to be able to work more on navigation services, referrals, and things like that. She said right now people are coming out there for clothing, food, and other basic needs. Daphne would like to put together a brochure of available resources.
- XI. **ERF (Shiann Hogan or Daphne Cortese-Lambert).** Daphne reported that the shelter opened on June 30. There are currently 15 people at the shelter. They were phased in. There are youth (19 year olds), seniors, tribe members, and people with disabilities. Four of the individuals are women and the rest are men. Some of the individuals were moved from recuperative care in a motel. There are people with mobility issues and mental health issues. Daphne said that a really important thing that she wants everyone to understand and convey is that this is not a drop in facility. Individuals must go to outreach or the navigation site if they are interested in the shelter. Information is available on their website as well.
- XII. **The Legacy (Michael Coats).** Michael said that they are working on establishing a calendar for the Legacy to show which activities will be happening such as classes, food distributions, when the crisis team will be on site, etc. They will also be compiling a list of community resources. Michael said that there are a lot fewer law enforcement calls to the Legacy.
- XIII. **HDAP (Michael Coats).** Michael said that he is working with Change Well to improve the HDAP program. They sent him a plan and will help him map out the process and create documents beginning with the referral. He has also been working with Pat Black. A couple of people in HDAP have been moved to the Legacy which is beneficial because case managers are on site. One person is in a motel. He has been awarded his benefits but continues to receive supportive services. Michael said that they will be doing a survey this month for HDAP.
- XIV. **Housing Authority (Megan Miller).** Megan reported that there is a senior unit at Harbor Point that is available. There is no one on the waiting list that meets the criteria. One adult must be a senior, 62 and up, and the other must be at least 45 years old. They cannot be a couple because couples are understood to share a room. The two people must sleep separately. A grandmother and grandchild will not work. If you know anyone who meets the criteria refer them to the Housing Authority.
- XV. **Tolowa Dee-ni' Nation Mvn'-dvn/Housing Division (Jeri Robertson).** No update.
- XVI. **Foster and Homeless Youth Program (Pam Wilder).** Pam said the Foster and Homeless Youth Program served 234 students last school year. They will start the new school year with 103. Fifty-nine students found permanent housing or had a plan. Twenty-three seniors left the program. Most graduated. Six students went into legal guardianship. Four moved to the foster youth side. Nine unaccompanied youth returned home. Twenty six students moved out of the district. The program lost contact with six of them. Pam said that she attended a Youth Action Board (YAB) meeting. She said that a non-profit in the Shasta area is willing to take the lead to start a YAB. Smaller communities often do not have the capacity to start a YAB.
- XVII. **United Methodist Church (Dana Gill).** Dana was not present to give an update.
- XVIII. **Governance Charter Committee (Dana Gill).** No update.

**XIX. Partnership HealthPlan (Vicky Klakken, Sunshine Jackson, or Anna Costa). No update.**

**6. Discussion Items for Next Meeting**

- I. Bring forward updates.**
- II. Other discussion items.**
  - a.** Consider whether to continue with stipends for People with Lived Experience (PWLE) of homelessness.
  - b.** Action item to remove Sarah Johnson.

**7. Adjournment.** The meeting adjourned at 4:38pm.

**Next Meeting**  
August 13, 2026  
3pm – 4:30pm



### **Advisory Board Membership Policy**

The Advisory Board will be made up of agency representatives from the County of Del Norte and relevant stakeholders that will include a broad representation of key stakeholder groups found within the counties encompassed in the CoC as articulated in the HUD Interim Rule. Each Agency, Department or Division is allowed one Voting Member on the Advisory Board. Advisory Board members must adhere to the guidelines and responsibilities as outlined in the NorCal CoC Governance Charter. Advisory Board participation is mandatory for agencies receiving CoC funding. Designation of Officers such as a chair, vice-chair and secretary, can be made by nomination and appointed by majority vote.

There are **two types** of members:

**a. Voting Member**

A Voting Member is an Officer and must attend regularly scheduled Advisory Board meetings and shall have the authority to one vote on all action items. Designation of Officers such as a Chair, Vice-Chair, and Secretary, can be made by nomination and appointed by a majority vote of the Voting Members.

**b. Participant**

A Participant may participate in Advisory Board meeting discussions but does not have the authority to vote on any action items. There is no meeting attendance requirement for Participants.

Both member types must complete a membership application (Attachment B). The Del Norte County Advisory Board of the NorCal Continuum of Care will be made up of a minimum of three (3) Voting Members, a representative from the County of Del Norte and relevant stakeholders, and a maximum of twelve (12) Voting Members. The membership policy and membership participation should be reviewed annually.

The Advisory Board Secretary will be responsible for maintaining records of all membership applications, and a roster of both participants and Voting Members.

If a Voting Member is aware that they will be unable to attend a regularly scheduled Advisory Board meeting they are responsible for notifying the Advisory Board Chair, Vice Chair, or Secretary in advance. This will ensure that quorum will be met. Voting Members may send an alternate in their place from their agency.

Advisory Board Voting Members and Participants may be removed for good cause upon agreement of a two-thirds majority of Voting Members present at an Advisory Board meeting. Good cause may include but is not limited to the following conduct:

1. Accumulating two consecutive absences without contacting the Advisory Board Chair, Vice Chair, or Secretary ("unexcused").
2. Refusing to participate in Advisory Board functions and responsibilities.
3. Engaging in activities not authorized by the Advisory Board that are disruptive or otherwise detrimental to the work of the Advisory Board.
4. Speaking on behalf of the CoC unless authorized to do so.

In all cases, before removal shall be implemented, the Advisory Board member subject to removal shall:

1. Receive written notice from the Advisory Board Chair and/or Vice-Chair, at least fifteen (15) days prior to the date of discussion, stating the grounds for removal including dates, times, and places that may be applicable.
2. Receive an opportunity to be heard by the Advisory Board Voting Members and Participants prior to a majority vote by the Voting Members on the removal issue.



# Continuum of Care Membership Application

## Vision for Success

The NorCal Continuum of Care (CoC) envisions a homeless response system that uses resources effectively, quickly connecting our neighbors with services to regain and retain housing or to prevent homelessness from occurring. By reducing homelessness, we will improve the quality of life and well-being of everyone in our region.

The CoC Executive Board has established Advisory Boards to include representatives from relevant stakeholders and will include a broad representation of key stakeholder groups found within the counties encompassed in the CoC as articulated in the HUD Interim Rule. Each of the counties participating in the CoC region will be responsible for forming a local Advisory Board. There may be no more than one Advisory Board per county.

## Values

Our values, based on a unified and community-wide solution, will align efforts to address homelessness and mitigate the impacts it has on our communities. Together, we create an assertive, effective and strategic approach that will serve as the homeless response system.

- Healthy Communities - with a coordinated, regional response, support our most vulnerable populations in identifying housing opportunities and achieving greater dignity and self-sufficiency.
- Coordinated System of Care – a community-wide response to homelessness prioritizes the quality of life for all persons, understanding that each person has unique needs, strengths and experiences.
- Long-term Sustainability-investments in the right solutions will result in effective use of resources and significantly reduce the number of persons experiencing homelessness.

## Advisory Board Membership Responsibilities

Responsibilities include providing input, expertise, and recommendations to the Board regarding all matters relating to Continuum of Care ("CoC") responsibilities, policies, and procedures, including

- Strategic planning for the CoC
- Coordinated entry
- Homeless Management Information System (HMIS)
- Project compliance
- Data quality
- Training
- Community planning
- Resource planning and allocation
- Housing Inventory count
- Point-In-Time count
- Coordination of CoC with other community resources
- Establishing workgroups as needed to perform CoC functions

## There are two types of members:

### a. Voting Member

A Voting Member must attend regularly scheduled Advisory Board meetings and shall have one vote on all action items.

### b. Participant

A Participant may participate in Advisory Board meeting discussions but do not vote on action items. There is no meeting attendance requirement for a Participant.

For additional information please see the Governance Charter and Membership Policy at <https://www.teachinc.org/norcal-continuum-of-care/>



Name \_\_\_\_\_ County \_\_\_\_\_

Phone \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Personal Email \_\_\_\_\_

Agency Name (If Applicable) \_\_\_\_\_

Membership request: ☐ Voting Member ☐ Voting Member Alternate ☐ Participant

Voting member please identify an alternate (If Applicable) \_\_\_\_\_

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- |                                                                |                                                                             |
|----------------------------------------------------------------|-----------------------------------------------------------------------------|
| <input type="checkbox"/> Local Government Staff/Officials      | <input type="checkbox"/> Youth Advocates                                    |
| <input type="checkbox"/> CDBGHOME/ESG Entitlement Jurisdiction | <input type="checkbox"/> School Administrators/Homeless Liaisons            |
| <input type="checkbox"/> Law Enforcement                       | <input type="checkbox"/> CoC Funded Victim Service Providers                |
| <input type="checkbox"/> Local Jail(s)                         | <input type="checkbox"/> Non-CoC Funded Victim Service Providers            |
| <input type="checkbox"/> Hospital(s)                           | <input type="checkbox"/> Domestic Violence Advocates                        |
| <input type="checkbox"/> EMT/Crisis Response Team(s)           | <input type="checkbox"/> Street Outreach Team(s)                            |
| <input type="checkbox"/> Mental Health Service Organizations   | <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT)         |
| <input type="checkbox"/> Substance Abuse Service Organizations | <input type="checkbox"/> Advocates                                          |
| <input type="checkbox"/> Affordable Housing Developer(s)       | <input type="checkbox"/> LGBT Service Organizations                         |
| <input type="checkbox"/> Disability Advocates                  | <input type="checkbox"/> Agencies that serve survivors of human trafficking |
| <input type="checkbox"/> Public Housing Authorities            | <input type="checkbox"/> Other homeless subpopulation advocates             |
| <input type="checkbox"/> CoC Funded Youth Homeless Org.        | <input type="checkbox"/> Homeless or Formerly Homeless Persons              |
| <input type="checkbox"/> Non-CoC Funded Youth Homeless Org.    | <input type="checkbox"/> Emergency shelter                                  |
| <input type="checkbox"/> Other:                                | <input type="checkbox"/> Veteran service providers and advocates            |
|                                                                | <input type="checkbox"/> Locality taskforce representatives                 |

Please provide the mission statement of the agency/organization, for individuals, explain your interest in joining the CoC \_\_\_\_\_

Describe the agencies/organization's or personal experience working to end homelessness: \_\_\_\_\_

What does the agency/organization or individual hope to contribute and gain by being a members of the (CoC)? : \_\_\_\_\_

**Statement of Commitment:** By my signature below, if nominated and elected to the Continuum of Care Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled. I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For additional information please see the Governance Charter and Membership Policy at  
<https://www.teachinc.org/norcal-continuum-of-care/>

Applications can be submitted to the Chair of the County Advisory Board to which you are applying or emailed to: [jnorthrup@teachinc.org](mailto:jnorthrup@teachinc.org)



**COUNTY OF DEL NORTE**  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BEHAVIORAL HEALTH BRANCH

455 K Street  
Crescent City, California 95531

Phone  
(707) 464-7224

Ranell Brown, Director

Fax  
(707) 465-4272

Date: 07/28/2026

To: Del Norte County CoC Advisory Board

From: Housing Services, County of Del Norte Department of Health and Human Services

**Subject:** FY 2026–27 Homelessness and Disability Advocacy Program (HDAP) Funding and Collaboration Requirements

The County of Del Norte Department of Health and Human Services (DHHS) is writing to inform local partners of the County's FY 2026–27 Homelessness and Disability Advocacy Program (HDAP) allocation and to outline program requirements related to collaboration, eligibility, and coordination in accordance with the All County Welfare Directors Letter (ACWDL) dated September 13, 2021.

**HDAP Allocation Information**

Total HDAP Allocation Available to the County: \$100,000

Total HDAP Allocation Accepted by the County: \$100,000

**Overview of the HDAP Program**

HDAP funding supports individuals who are experiencing homelessness or are at risk of homelessness and have a disability, with a primary focus on assisting eligible individuals to apply for, obtain, and maintain disability benefits such as SSI/SSDI.

**Program Benefits:**

- Outreach and engagement to connect eligible individuals with services.
- Case management and coordinated support tailored to individual needs.
- Advocacy for disability benefits (such as SSI/SSDI) to increase income stability.
- Housing Assistance, which may include navigation to appropriate housing resources, and assistance with housing-related expenses.

**Eligibility Criteria:**

- Individuals must be experiencing homelessness or at risk of homelessness as defined by HUD.
- Individuals must be likely eligible for disability benefits, meaning they have a disability or condition that would qualify for programs like SSI/SSDI.
- Del Norte County residency and participation in the local HDAP process are required.

**Collaboration Requirements**

HDAP programs must be implemented in collaboration with the local Continuum of Care (CoC), Coordinated Entry System (CES), and Homeless Management Information System (HMIS) to ensure coordinated access and service delivery.

**Ongoing Partner Collaboration**

Del Norte County's Housing and Disability Advocacy Program (HDAP) continues to strengthen collaborative efforts with community partners to support individuals experiencing or at risk of homelessness. Through our shared work, including regular coordination and information sharing at the NorCal CoC Advisory Meetings -we align resources, and ensure participants receive consistent housing support, disability advocacy, and wraparound services. This ongoing partnership enhances our collective impact, improves service continuity, and helps clients secure long-term housing stability and access to critical benefits.

**Relevant Partners**

This communication is shared with local housing, behavioral health, health services, tribal agencies, legal aid, emergency response, and community-based organizations.

Sincerely,

Michael L. Coats, Housing Services Manager  
County of Del Norte  
Department of Health & Human Services  
Behavioral Health Branch – Housing  
455 K Street, Crescent City, CA 95531  
Phone: (707) 464-7224 ex. 2565  
Email: Michael.coats@co.del-norte.ca.us