Executive Board Meeting Minutes
(Date Approved: October 15, 2026)
September 17, 2026
1:00 to 3:00

112 East 2nd Street, Housing Program Office
Alturas, CA 96101

NorCal CoC Executive Board Meeting
September 17, 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
1205 Placer St.
Redding, CA 96001

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

Robert Szopa,
County of Sierra

To Address the Board: Members of the public may address the Board on any agenda item. 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, Maddelyn Bryan, Michael Coats, Tom Sandage, Tim Danielson, Robert Szopa (joined shortly after roll call). Grace Poor joined shortly after roll call and was not yet connected by audio for the first roll call.
Attendees: Jamie Northrup, Kristen Schreder, Teddie Pierce, Carol Madison, Sarah Prieto, Emily Kerr, Zac Clark, Jeri Robertson, Sam Mubiru, Richard Brummer, Kalie Brisbon, Daniel Howland.

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 comments.

3.Action Items

I.Action Item – Review and Approve August 20, 2026 Meeting minutes

Exhibit A - Draft August 20, 2026 Minutes

Motion to approve made by Tim Danielson. Second by Michael Coats. Roll call vote: Cathy Rahmeyer - aye; Maddelyn Bryan - aye; Michael Coats - aye; Tom Sandage - aye; Tim Danielson - aye. Grace Poor and Robert Szopa had not yet joined. Motion passed.

II.Action Item - Review Executive Board June 18, 2025 approved HHAP-6 distribution and confirm approval of both CoC and County 1% HMIS Allocation to be administered by the Administrative Entity T.E.A.C.H., Inc. Total CoC 1% HMIS allocation is $29,297.64 and the total County 1% HMIS allocation is $28,766.88 for a total 1% HMIS allocation of $58,064.52.

Exhibit B HHAP-6 June 18, 2025 Executive Board approved distribution

Kristen Schreder explained that while the Board approved the HHAP-6 distribution on June 18, 2025, the minutes did not clearly confirm that the 1% HMIS set-aside from both the CoC and the county portions would be directed to T.E.A.C.H. as Administrative Entity. She asked the Board to confirm this today, noting that NorCal CoC no longer receives HMIS system support funding and needs to budget for HMIS costs going forward.

Key discussion points included:

- Grace Poor (Lassen) said Lassen County has a direct contract with the state for HHAP-5, 6 and 7 and confirmed the 1% is in Lassen's budget and that the county is willing to contribute it to the CoC for HMIS costs.
- Maddelyn Bryan asked whether the 1% HMIS is separate from the 7% administrative allocation (confirmed it is, on top of the 7%) and whether it was called out in the HHAP-6 MOU or county budgets submitted to HCD. She said the Executive Board does not have authority to direct the four counties that contract directly with the state (Del Norte, Lassen, Modoc, Sierra) to remit their 1% HMIS share; that would need to be authorized through each county's own contracting process, potentially via an addendum to the regional MOU.
- Tim Danielson asked whether this funding already existed in a previously approved budget or MOU. Kristen said the executive board's last approved budget included only HHAP-3, 4 and 5 and did not anticipate HHAP-6. Tim said he was uncomfortable acting on the distribution document as a whole without more clarity on whether each county would in fact remit its 1% share.
- Kristen confirmed that a 1% HMIS allocation was included for all seven counties and the CoC portion when she entered the HHAP-6 application in the state's online system, so the amount was accounted for at the application stage. Maddelyn suggested the Board approve the CoC portion's 1% allocation and separately request/recommend that each county remit its 1% share, similar to

the existing HMIS participation agreement model, and that this be clarified through an update to the regional MOU when HHAP-7 documents are finalized. Kristen agreed this approach was workable.

- Cathy Rahmeyer initially suggested tabling the item for more clarity, but proceeded to a motion at Maddelyn's request.

Motion to approve the 1% HMIS allocation of the CoC's HHAP-6 and HHAP-7 allocations, and to provide a request and recommendation to the counties for their respective 1% HMIS shares, made by Maddelyn Bryan. Second by Grace Poor. Roll call vote: Cathy Rahmeyer - aye; Maddelyn Bryan - aye; Michael Coats - aye; Grace Poor - aye; Tom Sandage - aye; Tim Danielson - no; Robert Szopa - aye. Motion passed.

III. Action Item - Review and approve the proposed distribution of HHAP 7 funding.

HCD released the preliminary HHAP Round 7 allocation table which indicates that the allocation was adjusted pursuant to Health and Safety Code section 50239(i), which is based on reported unexpended HHAP Round 1 funds. Under the reallocation plan described on page 93 of the HHAP 6 amended NOFA, HCD reduces the HHAP Round 7 allocation of the grantee with unexpended HHAP Round 1 funds by the amount remaining unexpended as of the expenditure deadline and reallocates those funds to other eligible NorCal CoC applicants. Adjustments were made due to Shasta County not expending $46,945.80 of HHAP 1 funds. Based on the latest submitted quarterly reports, all grantees in the region expended all HHAP 2 and HHAP 3 funds, so HCD does not anticipate making any further adjustments to the region's allocations.

- Confirm approval of both County and CoC HHAP-7 1% HMIS Allocation to be administered by T.E.A.C.H., Inc. Total CoC 1% HMIS allocation is $31,917.45 and the total County 1% HMIS allocation is $29,659.96 for a total 1% HMIS allocation of $61,577.42.
- Approve the HHAP-7 allocation of CoC Funding. HCD allocates the HHAP-7 CoC funding as a total amount to the NorCal CoC. HHAP-7 CoC proposed allocations were calculated based on the 2025 PIT Count percentages for each County to be distributed to CoC Advisories.

Exhibit D - Proposed HHAP 7 Distribution

Key discussion points included:

- Kristen Schreder said the HHAP-7 calculations mirror the same PIT-count-percentage method used for prior rounds, updated to use 2025 PIT data, and proposed the Board approve the document with the understanding that how each county's 1% HMIS share will be identified/budgeted is still to be determined, so that work on the required HHAP-7 documentation can begin.
- Tim Danielson expressed discomfort approving the document as a whole given the unresolved 1% HMIS question, and asked what specifically would need to be true for him to support it.
- Grace Poor suggested a narrower motion approving only the CoC-portion dollar amounts based on the 2025 PIT Count percentages (the 7% admin and 1% HMIS calculations shown on Exhibit D), without deciding how individual counties will handle their own 1% HMIS shares.
- Maddelyn Bryan moved along these lines; Kristen clarified that the county-level dollar figures on Exhibit D are HCD's own determination and do not change based on what each county ultimately does about its 1% HMIS share.

Motion to approve the HHAP-7 CoC allocation based on the 2025 PIT Count percentages (Exhibit D), with the understanding that no decision is being made at this time regarding individual county HMIS 1% allocations, made by Maddelyn Bryan. Second by Grace Poor. Roll call vote: Cathy Rahmeyer -

aye; Maddelyn Bryan - aye; Michael Coats - aye; Grace Poor - aye; Tom Sandage - aye; Tim Danielson - no; Robert Szopa - aye. Motion passed.

IV.Action Item – Review and Approve the Housing Tools Proposal

Proposal to provide assistance to complete the HHAP 7 required documentation. Proposed cost is $8,840 to be paid from available HHAP 6 Administration funding.

Exhibit E - Housing Tools HHAP 7 Assistance Proposal

Kristen Schreder said she reached out to a colleague, Sherry Morgado, who has done good work with the NorCal CoC and has relevant experience. The state is requiring the CoC and counties to review the HHAP-6 plan and align proposed HHAP-7 funding with the nine key actions approved under HHAP-6, which in turn must connect to the CoC's system performance measures; the proposed cost was described as reasonable for that work. Michael Coats asked what documentation, if any, would need to go to county boards for HHAP-7 approval; Kristen said she had not yet determined this and would follow up with him.

Motion to approve the Housing Tools proposal made by Grace Poor. Second by Maddelyn Bryan. Roll call vote: Cathy Rahmeyer - aye; Maddelyn Bryan - aye; Michael Coats - aye; Grace Poor - aye; Tom Sandage - aye; Tim Danielson - aye; Robert Szopa - aye. Motion passed.

V.Review and approve Modoc CoC and County HHAP-5 Application.

T.E.A.C.H., Inc. completed and submitted an application for both Modoc CoC and County HHAP 5 Funding for Executive Board approval of a total amount of $62,262.39 (CoC $33,306.90 and County $31,955.49).

Exhibit F - Modoc HHAP-5 Application

Kristen Schreder explained that T.E.A.C.H. had not yet submitted Modoc County's HHAP-5 application for Executive Board approval, as other counties had already done, due to competing contract administration workload; the application, covering both the CoC and county portions in one application, was now ready for approval.

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

VI.Action Item - Contract Amendment - 24-ESG-00044 & 24-ESG-00060

Action: Approve the Cycle 3 ESG budget reduction of $2,449 and reduce Shasta County HHSA and Lutheran Social Services budgets each by $1,224.50 to comply with September 14, 2026 California HCD notification. Confirmation of the approved funding allocation is required to be submitted to HCD by the Administrative Entity on behalf of the NorCal CoC Executive Board.

ESG funding is now a three-year approval, and the Cycle 3 (FY26) allocation has been reduced by $2,449 from the original approval; the reduction is proposed to be split evenly between the two Cycle 3 grantee budgets. Kristen Schreder began to present but experienced technical/connectivity issues; Jamie Northrup confirmed from the HCD notification that the agencies' combined budgets need to match the CoC's revised ESG allotment and that the reduction was being proposed as an even split between HHSA and Lutheran Social Services.

Key discussion points included:

- Maddelyn Bryan asked whether this reduction related to underspending or audit findings, as with a prior ESG reduction. Sarah Prieto (Shasta HHSA) clarified that the adjustment reflects HCD's

updated back-end calculation process rather than a performance issue; neither HHSA nor Lutheran Social Services would be eligible for the remaining funds without meeting the established spend-down metrics. Both grantees have met the required 75% spend-down and will be required to fully expend Cycle 3 funds by month's end. HHSA is in its first-year closeout for the initial installment, with 100% expended and audit/closeout documentation underway.

Motion to approve as written made by Tim Danielson. Second by Maddelyn Bryan. Roll call vote: Cathy Rahmeyer - aye; Maddelyn Bryan - aye; Michael Coats - aye; Grace Poor - aye; Tom Sandage - aye; Tim Danielson - aye; Robert Szopa - aye. Motion passed.

4.Discussion

I.HMIS Status (Teddie)

a.Update on Law Enforcement Policy

Teddie Pierce explained that this work began when Julie Silas, an attorney with HomeBase, reviewed NorCal's client privacy, release of information, and data sharing policies and found the language did not align across documents or support the data sharing the state is seeking. Separately, she reported that HUD's 2004 HMIS Data and Technical Standards permit sharing limited HMIS information with law enforcement, which has raised concern given current federal immigration enforcement activity. The HMIS Committee developed a NorCal Law Enforcement HMIS Information Request Policy and a companion request form to give agencies clear guidance when law enforcement requests client information, drawing on the 2004 standards. The HMIS Committee approved the policy in concept; Teddie presented it to the Executive Board for review and, ultimately, adoption as official NorCal policy.

Key discussion points included:

- Tim Danielson asked whether the policy needs legal/attorney review before adoption and whether it would require new agency MOU language or contracts. Teddie said attorney involvement applies specifically when a compulsory legal process (e.g., a court order) is received; the HMIS Lead's own legal counsel (T.E.A.C.H.'s, through Carol Madison) would review in that circumstance. She noted the policy has been reviewed by HUD technical assistance and is based directly on the 2004 Federal Register standards, and that the ROI, data sharing agreement, and client privacy/security documents are separately being revised.
- Tim asked whether adopting the policy creates legal or liability exposure for the Board in recommending this guidance to agencies. Teddie said the policy is grounded in the federal regulation itself.
- Robert Szopa said Sierra County's county counsel would need to review the policy before Sierra could adopt it. Teddie agreed this could be the path forward for members generally: note that the policy has been reviewed by the HMIS Committee and HUD technical assistance, and that individual members can take it to their county counsel for review before their own adoption.
- Tim asked whether an action could be taken today; Chair Rahmeyer noted this item was placed under Discussion (Item 4), not Action Items (Item 3), so no vote could be taken at this meeting.
- Consensus was for members to route the draft policy to their county counsel as needed ahead of a future action item.

b.Update on Privacy and Security Policy

Teddie Pierce said Julie Silas (HomeBase), working on behalf of the state's behavioral health/CalAIM initiative, is aligning NorCal's client privacy notice, release of information, and data sharing agreement so behavioral health and HMIS systems can share data bidirectionally to coordinate client services,

consistent with federal regulation. Julie presented an initial review to the Coordinated Entry/HMIS Committee the prior day; she and Teddie are meeting the following Monday to refine data-sharing language further, and Teddie is also developing guidance on what categories of information can and cannot be discussed at coordinated entry (distinguishing PPI from protected health information/PHI). This work, along with possible county-specific release-of-information needs raised in a conversation with Julie and Sarah Prieto, is expected to extend into October and will need county counsel review before adoption. Maddelyn Bryan asked about the approval timeline and whether advisory boards should see it first; Teddie said she would confirm next steps after meeting with Julie, and Jamie Northrup will send a general update to the Executive Board and HMIS Committee on progress.

c.HMIS Data Cleaning - projects and client duplication

Teddie Pierce reported that California SPM results released in mid-August reflected coding changes at the state level that caused some measures to appear to decline even where local data had improved; she is still reviewing this with the state and will report back. Data cleanup continues ahead of the federal LSA reporting period opening October 14. As an example, the CoC passed five of seven HHAP-4 measures (a first), but dropped to two passed measures for HHAP-6, which the CoC is meeting with the state to understand. Coordinated entry data is nearly fully clean; New Life Discovery Project (Shasta) reduced a large backlog of enrollments needing cleanup, and other agencies are within normal limits.

d.HMIS Agency Participation Agreements (Jamie)

Jamie Northrup reported that most agencies currently using HMIS have an executed HMIS Agency Participation Agreement, with a few still pending. She noted the upcoming HMIS System Administrator transition (Item 4.II) is not expected to affect these agreements.

II.HMIS System Administrator - Contract Termination and Transition

T.E.A.C.H. has terminated its contract with Pathways-MISI for HMIS System Administrator services. T.E.A.C.H. is currently exploring options for a replacement HMIS System Administrator. The Executive Board will receive an update on the transition status and timeline.

Teddie Pierce said T.E.A.C.H. conducted an internal review and consulted county representatives after issues meeting contract deliverables; the contract was terminated, and T.E.A.C.H. is negotiating with ICF, a national HUD technical assistance provider that also leads California's system performance measures design and has an HMIS system administration unit, for a temporary contract to carry the CoC through the federal reporting period beginning October 1, with an option for the CoC to issue an RFP for a more permanent arrangement afterward. She noted formal training and further database optimization (visibility settings, clearing unused projects, custom reporting) are planned under the new arrangement.

Key discussion points included:

- Tim Danielson raised concerns about the Executive Board's limited advance visibility into the contract termination and the move to a new administrator without an RFP process, and asked whether the Board could hear from Pathways directly about the deliverables at issue and the timeline involved.
- Teddie said Pathways was offered a 10-day grace period to request a special EB meeting to discuss the matter from their perspective and declined to do so. Jamie Northrup noted the Executive Board previously approved HMIS policies designating T.E.A.C.H. as HMIS Lead with responsibility for overseeing the HMIS vendor/administrator contract, and that the decision was informed by reports from multiple agencies and counties, not solely by T.E.A.C.H.
- Maddelyn Bryan, speaking as HMIS Committee chair, said she was consulted by staff given the compressed timeline and HUD deadline pressures cited to her, reviewed the CoC's HMIS

policies, and concluded the Executive Board's role is to review T.E.A.C.H. as HMIS Lead rather than the subcontracted system administrator directly; she recommended the appeal-rights language used in the termination process.

- Tim said he understood the authority structure but was concerned about the lack of a competitive process for the replacement and asked for documentation of what deliverables were missed and when. Jamie clarified the new arrangement with ICF is intended as temporary, to meet approaching federal deadlines, with an RFP for a longer-term arrangement to follow; Jamie added the original Pathways contract included a built-in review point at approximately the one-year mark, which is what T.E.A.C.H. acted on.
- Teddie said no formal written audit exists, but a project plan tracking deliverables met and missed has been maintained and could be shared with the HMIS Committee. Chair Rahmeyer suggested that any such review documentation be shared with the full Executive Board rather than the HMIS Committee alone, so all members have equal information.
- No action was requested or taken on this item.

5.Reports

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

January 25, 2027 is the approved PIT Count date (night of). NorCal CoC PIT Committee Meeting Draft HIC report presented to the September 15, 2026 PIT Committee Meeting. The draft 2026 PIT report will be available later in September.

Kristen Schreder reported a productive PIT Committee meeting earlier in the week, including formation of a subcommittee to review the HIC form, training, and related materials, with continued support from SimTech Solutions. Draft plans for the sheltered count, HIC, and unsheltered count are being developed, with full proposed planning expected at the November PIT Committee meeting. The draft final HIC report was presented to the PIT Committee, and edits to the community PIT report are expected to be completed within the following week.

6.HHAP Funding Status: T.E.A.C.H., Inc. – (Jamie & Kristen)

- HHAP 3 – All funds were distributed by June 30, 2026. Sub-recipients have until December 31, 2026 to fully expend HHAP 3 funds. Jamie Northrup reported this is unchanged since the last meeting; the majority of funding agreements have been fully executed.
- HHAP 4 - HHAP 4 Funding Agreements are currently being sent to agencies to allocate the remainder disbursement. Jamie reported this is proceeding well, with additional agreements fully executed since the last meeting, and ample time remaining for sub-recipients to expend funds.
- HHAP 5 - T.E.A.C.H., Inc. met the required 75% obligation of the initial 50% allocation and distributed 50% by June 30, 2026 and has requested from HCD the distribution of the remainder disbursement. HCD will review and confirm. Jamie reported that of the three state requirements (fiscal compliance; demonstrated progress on at least three CA SPMs, or acceptance of HCD technical assistance; and annual report/HMIS-HDIS reporting compliance), the CoC has met the first two, with one reporting item requiring correction before the third requirement is met. A meeting with HCD has been requested to resolve this. Three remaining funding agreements are in progress, including Modoc CoC and County, which had been delayed pending application approval.
- HHAP 6 – $5.8 M - T.E.A.C.H., Inc received executed contract with HCD on August 11, 2026 and funding shortly after, for distribution of allocations to the CoC, Modoc, Plumas and Sierra Counties in accordance with the NorCal CoC HHAP-6 NOFA. Kristen Schreder reported the

HHAP-6 NOFA draft is nearly final and was the reason this agenda was distributed late; it was not ready for Executive Board approval at this meeting and will require a special meeting to review and approve, along with distribution of consolidated HHAP-5/6 funding plan documents to each county.

- HHAP 7 – August 7, 2026 NorCal CoC received a preliminary HHAP-7 NOFA which will be disbursed as the third and fourth disbursements of HHAP-6. No new application is required. The estimated amount of allocations for the 7 counties and the NorCal CoC is $6,157,741.64. Kristen said HHAP-7 will build on each county's approved HHAP-6 funding plan; HCD has been pressing the CoC to submit documentation, and target approval timing is by the end of November for six counties and by the end of December for Shasta County.

Maddelyn Bryan commended Jamie Northrup and Kristen Schreder on the speed of HHAP contract turnaround compared to typical county contracting timelines.

7.Data/Performance Work Group (Teddie)

- HDIS Dashboards
- Completing Housing Inventory Information
- California SPMs

Teddie Pierce said the Data/Performance Work Group meeting will be postponed from the previously scheduled October 8 date to mid-October (date to be announced), given competing priorities; a quarterly reporting training was held the prior week and an additional office hour is planned. Topics for the rescheduled meeting will include APR entry/exit dates and rules (several members were unaware exits were required), household data quality (continued missing households), and HDIS matching. Kristen noted the October 8 date currently listed will need to be revised in future materials; Teddie confirmed it will instead be used as a reporting office hour.

NorCal CoC Data Performance Work Group
Date to be announced (previously October 8, 2026)
1:00pm - 2:30pm
https://us02web.zoom.us/meeting/register/oIYsWzgfSg6d875P6NtRfg
Meeting ID: 861 5468 7920
Passcode: 802174

8.Development of the Youth Action Board (YAB). For Information please contact Megan Preller at megan@readyforlife.net

Informational item; no discussion.

9.NorCal CoC Members and County Updates

- Shasta County (Emily Kerr): Nothing to report.
- Siskiyou County (Maddelyn Bryan): A new permanent supportive housing development is nearly complete; a grand opening announcement is expected soon.
- Plumas County (Cathy Rahmeyer): Foundations are expected to be poured within the next month for four new transitional housing cabins at Ohana Village.

10.Items for next meeting.

The Board discussed scheduling a special meeting to review and approve the HHAP-6 NOFA. A special meeting was set for September 24, 2026 at 1:00pm, not to exceed approximately one hour (targeted end

time 2:00-2:30pm), pending confirmation of quorum. Cathy Rahmeyer, Maddelyn Bryan, Robert Szopa, Tim Danielson, Grace Poor, and Michael Coats indicated availability.

11.Adjournment

Meeting adjourned at approximately 2:30pm.

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 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
Special Meeting: September 24, 2026, 1:00pm
Next Regular Meeting: October 15, 2026 1pm – 3pm