Plumas-Sierra Counties Advisory Board of the

NorCal Continuum of Care™

Plumas-Sierra Counties
CoC Advisory Board Regular Meeting
March 22, 2022
10:00AM

Meeting Minutes

1. **Call to Order/Establish a Quorum/Introductions**

   The Chair called the meeting to order at 10:01am and established a quorum. Voting members present: Tracey Ferguson, Aimee Heaney, Cathy Rahmeyer, and Lea Salas

   Participating members present: Laurie Marsh and Denise Pyper

   Guests: Kim Askew, Sierra County Foster Youth Coordinator and Homeless Liaison and Keith Anderson, Lead Agency

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.

   Public Comment: Denise Pyper asked about the developer forum which was postponed due to the 2021 fires. Tracey Ferguson has reached out to Sierra Pacific Industries to reschedule.

   Housing recovery: April 23, 2022 the Lake Almanor Area Chamber of Commerce is hosting a housing consortium, addressing housing shortage. No virtual option for this meeting.

3. **Approval of Meeting Minutes from December 7, 2021**

   Board members reviewed for approval the special meeting minutes from December 7, 2021. Note the meeting of January 25, 2022 was cancelled and the meeting of February 22, 2022 did not occur due to the lack of a quorum. Cathy Rahmeyer motioned to approve the December 7, 2021 meeting minutes. Tracey Ferguson seconded. Secretary completed a roll call, which was unanimously approved, and the motion passed.

4. **Discussion**

   A. NorCal CoC Executive Board Meeting Updates – Lea Salas and Tracey Ferguson

      i. Executive Board Governance Charter Review: There are issues and items that need addressing. Tracey Ferguson asks Keith Anderson about the Executive Board (EB) movement on the changes. Keith Anderson responds that nothing was voted on at the last meeting. Items are documented and laid out from the February 2022 meeting.

      ii. 2022 PIT Count: report is drafted but not yet finalized. Keith Anderson is reviewing the draft and the PIT count needs to be submitted to HUD by April 30, 2022. They then will work on EB version. Keith Anderson states he welcomes feedback on the report and how the information is displayed and articulated. Cathy Rahmeyer will review and speak with

him concerning the report. 2022 PIT count for Plumas County identified 241 homeless individuals, up 117 from last year.

    iii. Housing First Training via webinar recording provided by the California Interagency Council on Homelessness (Cal ICH): If a participant missed the training, Tracey Ferguson will share the link to the YouTube webinar recording. This will meet annual training requirements for attending Housing First training. Form that we fill out includes statement that we have completed the training. Form will be sent out with NOFAs. PCIRC staff attended and completed this training, as they do every year.

B. HHAP Round 3 – Keith Anderson, Lead Agency Presentation

Upcoming funding notice was released on 12/17/21; requirement includes having a homeless action plan for the CoC; difference from the current and prior round: a joint operation between the CoC and counties; Cal ICH submission is June 30, 2022. Requirements include: agency must use HMIS to share with State HDIS; must comply with Housing First and use Coordinated Entry; funding has eligible use and reporting requirements. Lead agency will use a consultant to look for gaps using data sources. All goals and tracking of progress will be based on HMIS data. Homeless Action Plan will have identified goals, funding categories to address these goals, and a short timeframe for developing this. HAP must look at current needs and develop around these identified gaps. Keith Anderson shares 2019-20 HMIS collective data. These sources will be used in HAP: HMIS, HIC, PIT, etc. Setting performance measures to achieve these goals.

HHAP 3 projects submitted must address these outcome goals. Reducing numbers who become homeless for first time; reducing homelessness through permanent housing; looking at exiting homelessness, etc.

Eligible and special uses: joint application; 25% of grant will be used up front to fund homeless plan and consulting associated with this plan; Housing Tools has been chosen as the consultant. Every $10,000 of a project will be split up among entities. Plumas will be receiving 3.1% of funds and will be paying out that amount; feedback from committee is that it's a useful tool to pay for the CoC county participating costs, PIT, outreach, etc. so they think that funding is important to cover HAP costs for the counties. Makes sense for county entities and CoC to work together on these projects to invest in HMIS and to improve PIT counts.

Categories for HHAP 3: operating subsidies, street outreach, service coordination for housing stability activities, systems of support activities, permanent housing delivery, interim sheltering, and any projects to increase emergency sheltering.

Interim sheltering: must demonstrate the specific need to apply for these funds. Connecting people to permanent housing solutions. Youth set-aside of 10% for each county's projects – approach hasn't been decided.

There are annual and quarterly reporting requirements: updates on funds used; broken out by eligible uses and the current status of funds. HMIS data collection for homelessness trajectories to permanent housing.

Document who is participating in HMIS; focus on racial equity; Cal ICH, the NOFA states they can add additional data and reporting requirements.

HHAP 3 requirement – start documenting progress each project makes toward the set goals of HAP. Cal ICH will require quarterly reporting if goals are not being met annually.

Quarterly reporting requires past 3 months for total expenditures and obligations year to date from the start of the grant.

Advisory Board responsibilities: need the Advisory Board (AB) to identify all current resource funding for the county. Housing Tools will reach out to Plumas-Sierra Counties AB to confirm our funding streams that are in use. Each AB will need to develop HAP application working with the Lead Agency (LA) and consultants on the draft and to coalesce feedback and make adjustments

to the draft. EB will review in public comment period of the draft. EB will work with Cal IHC, then return the draft back to each county for the final submission.

Advisory Board will review and sign off on each project. Goals identified in HAP will be addressed in applying projects. Each applicant must meet all threshold requirements of the CoC to be eligible for funding. Each HAP application will be developed March-June 2022.

June-July 2022, the NOFA will be released for selecting projects locally. Each AB will review and approve applications. By June 30, 2022, the LA will submit to Cal ICH. Award letters will be sent out in July 2022. August, projects will begin.

LA responsibilities: contracting with consultant to develop LAPs; HAP does need to have public comment period; each AB will have seen the HAP and have opportunity for feedback. LA will work with Cal ICH to ensure all projects will align with expectations of HAP requirements. LA will be responsible for all HAP reporting for quarterly financial reporting and annual outcome goals, etc. NorCal CoC threshold requirements (see attached slides).

Tracey Ferguson asked for clarification on contracting side whether the contract with the State will be with the LA or each entity. Each entity is to contract with LA; Cal ICH wanted to cut down on number of contracts they manage. Instead of eight (8) applications, there will be just one application for HHAP 3; LA will be managing these contracts for each local allocation through NorCal.

NorCal CoC allocation is $2 million. All grant amount goes to LA because they are contracting with Cal ICH; cost of HAP will be split out equally between LA and counties. HAP is what is on our plate and housing tools will be reaching out; we need to provide data for the collective HAP to review for May meeting. May need to have a special meeting for HAP between our meetings in April and May. See links that Keith Anderson will send out for the NOFA.

C. ESG 2021, ESG 2022, and ESG-CV – Keith Anderson, Lead Agency Update

California Department of Housing and Community Development (HCD) should be sending out ESG 2021 award letters soon, including amounts for 2021 noncompetitive grants.

2022 Notice of Funding Availability (NOFA) will be sent out for competitive and noncompetitive; changes that Keith Anderson would like to see from 2021: hold normal ESG process for noncompetitive funds, and if greater than normal, they will do rating and ranking; LA will send to HCD the list of projects and funding amounts. Have selected applicants directly apply with HCD for noncompetitive awards. One less contract for LA to manage each year. Gives longer length of time for entity to spend the funding. LA will still be responsible for oversight for these noncompetitive funds. Cuts out middleman and reduces length of time that contract completion will take and increases length of time to spend the funds. This is proposed to CoC for process. Lea Salas asked if rating and ranking will happen by EB or HCD: EB/LA will have to complete this process to make it public and fair through posting of NOFA and ensure it's an open process; if it's oversubscribed then EB does rating and rankings process. And they do final approval of the projects. LA can recommend up to 3 entities for noncompetitive and competitive portions of ESG. If it's oversubscribed, then EB needs to recommend projects to HCD. Apply directly to HCD for noncompetitive projects that are recommended by the EB.

D. NPLH Project Update – Site Control

No news on site control; RCHCD, Planning Department and Behavioral Health (PCBH). Continue to have Quincy leads but nothing has panned out. RCHCD has reached out to PCIRC concerning the East Quincy site and is missing the points threshold for agency homeless counseling. PCIRC has agreed to participate. Plumas County has lost out on the No Place Like Home funding that was due in January and February 2022. Tracey Ferguson will call a meeting with RCHDC and Sierra and Plumas County staff to move forward.

5. New Business/Action Items

A. Continuing State of Emergency Teleconferencing (standing item) – discussion and possible action

Discussion: EB did vote to continue teleconferencing; Sierra and Plumas have zero to low case numbers. Hybrid meeting is an option. Aimee Heaney made a motion to continue holding the Plumas-Sierra CoC Advisory Board meetings via teleconference. Tracey Ferguson seconded. Motion unanimously approved.

B. 2022 Advisory Board Calendar Meeting Schedule – discussion and possible action

Discussion: November and December are more difficult months for scheduling meetings due to holidays; Thursday, 11/22/2022 is Thanksgiving; shall the AB move to November/December afternoon meeting: It was proposed that we do this either on 12/6 or 12/13. A majority of AB would prefer the 12/6/22 meeting date, from 2-4pm. A motion was made by Tracey Ferguson to set regular meeting dates for April-October 2022, as the 4th Tuesday at 10:00am and hold a special meeting on December 6th from 2-4PM combining the November-December dates. Cathy Rahmeyer seconded. The motion was unanimously approved.

C. Plumas County NorCal CoC Executive Board Alternate – discussion and possible action

Discussion: Tracey Ferguson moved to designating Tony Hobson as her CoC Executive Board alternate. Aimee Heaney seconded the motion. The motion was unanimously approved.

D. Plumas-Sierra CoC Advisory Board Secretary Alternate – discussion and possible action

Discussion: Tabled by Chair for discussion and action at next meeting.

E. Plumas-Sierra Counties CoC Advisory Board Roster

HMIS for Sierra County and PIT – Plumas County is an alternate for Sierra County; Cathy Rahmeyer can't be the alternate for both Sierra and Plumas Counties any given meeting. Lea Salas will think about another possible alternate.

HMIS Committee: Sara Wright is Sierra County's HMIS alternate. Lea Salas will ask Sara Wright to complete and submit the Committee form. She will work on identifying an alternate for PIT as well.

Kim Askew was invited to attend through Sierra County's Lea Salas and Laurie Marsh. Tracey Ferguson invited her to become a participant member and mentioned that the AB does have an at-large position vacant for which she is welcome to apply.

F. Addressing Homelessness (standing item)

Lea Salas for Sierra County: 12 identified homeless individuals for the 2022 PIT count; Laurie Marsh has best information about this population; focus for Sierra County is to prevent homelessness of current residents, as there is not rapid rehousing available; there is a very tight housing inventory. Pricing out low-income individuals in the current housing market. County will be looking at limiting VRBOs to improve housing stock for residents through a short-term rental ordinance. Plumas County is looking at this for TOT. Kim Askew wanted to know why McKinney-Vento qualifying students are not counted in the PIT Count. There are 46 youths who are not counted and hundreds for Plumas County as well.

PCIRC: Cathy Rahmeyer clarified that the 2022 PIT counted 241 homeless individuals, up from 117 the prior year. This includes 97 people who are housed on that night, sheltering for DV and PCIRC and people who are vouchered through ESG, and the rest are actually not sheltered. Significant change from previous years. Barriers to permanent housing for Dixie Fire homeless individuals, such as having pets they can't leave behind, limited housing stock, not wanting to leave camping site, etc. Plumas County has become a destination and is seeing increased transient populations.

Kim Askew: Helpful to understand better homeless populations and resources available.

G. New Member Applications (standing item)

None

6. **Committee Appointments (standing item)**

   A. HMIS/CEP Committee Member Sierra County

   See roster discussion concerning alternates for Sierra County.

   B. PIT Committee Alternate Sierra County

   See roster discussion concerning alternates for Sierra County.

7. **Requests for Letters of Support (standing item)**

   None

8. **Committee/Workgroup Updates**

   A. PIT Committee – Cathy Rahmeyer said the date for 2023 has been chosen by committee. Summer 2022 count not discussed yet.

   B. HMIS/CEP Committee – Cathy Rahmeyer stated there's a focus on HMIS compliance for improvement. Every county has issues of capacity and timeliness. Worked on policies for ESG-CV standards for monitoring. CoC and programs all need policies to meet state requirements.

9. **Agency Updates**

   None

10. **County Updates**

   None

11. **Discussion Items for Next Meeting**

   - EB updates
   - NPLH site control update
   - HHAP Round 3 Homeless Action Plan
   - PIT Count Report update
   - Committee appointments and alternates

12. **Adjournment**

   The chair called for adjournment of the meeting at 12:01pm.

   Aimee Heaney motioned to adjourn. Tracey Ferguson seconded; and motion was unanimously approved.

   Next Meeting: April 26, 2022 (10:00AM)

   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.

   The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.