



**Plumas-Sierra Counties  
CoC Advisory Board Meeting  
July 25, 2023  
10:00am**

**MEETING MINUTES**

**1. Call to Order**

The Chair called the meeting to order at **10:03am**

**2. Establish Quorum (In-Person)**

By roll call vote, a quorum was established. Voting members present were Tracey Ferguson, Aimee Heaney, Laurie Marsh, and Cathy Rahmeyer.

Participating member present was Sharon Sousa. Welcomed guests included Linda Judge, Attorney at Law, and Ashley Achter, Adult Protective Services Supervisor, Department of Social Services.

**3. Introductions**

Linda Judge made her introduction. Ms. Judge stated she has a background in intellectual property law and has started a free legal clinic at PCIRC, in addition to being involved with the local chapter of the League of Women Voters and other community activities.

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

No public comment was provided.

**5. Approval of Meeting Minutes from June 27, 2023, Regular Meeting**

Cathy Rahmeyer moved to approve the minutes, as submitted; Tracey Ferguson seconded. The motion was unanimously approved.

**6. Discussion**

**A. NorCal CoC Executive Board Meeting Updates (Plumas and Sierra Counties)**

- i. Amended Governance Charter to approve, effective August 1, 2023, City of Redding as the Interim Collaborative Applicant (subject to City of Redding City Council Approval on August 1, 2023) (need to determine budget and funding source, note, roles/responsibilities in Governance Charter)

Tracey Ferguson stated that there have been many active discussions at the Executive Board meetings concerning the change in Lead Agency and the changes to the CoC Governance Charter. The Governance Charter was amended effective 08/01/2023. The City of Redding has stepped forward and been approved

by the Executive Board for the Collaborative Applicant role on an interim basis. Aimee Heaney asked if anyone may submit a written public comment. Kristen Schrader, current Chair of the Executive Board and on Shasta County's Advisory Board Chair will be able to identify ways we can participate for public comment in support. The CoC has a total of \$117,000 from both Plumas and Modoc Counties that wasn't used under HHAP 3 to draw from to pay for this interim period, although there are questions about how this will work.

- ii. HUD FY 2023 CoC Program Competition Notice of Funding Opportunity (NOFA) opened July 5, 2023 and will close on September 28, 2023.

The City of Redding will likely be the interim Collaborative Applicant, and a consultant will be hired to prepare the application.

- iii. Approved the City of Redding to develop a Request for Proposals (RFP) for professional services to solicit the preparation of the NorCal CoC HUD Program Competition application and to bring it back to the Executive Board (prior to August 1, 2023) for review and approval for release August 2, 2023 (NorCal CoC requesting list of consultants to send RFP).

This item will be brought back to the Executive Board. An interested and qualified parties list is being prepared. When the RFP goes out, Teddie Pierce will likely apply.

- iv. HMIS Lead and System Administrator (SA)

1. The entity must be stated in the FY 2023 CoC Program Competition application
2. Governance Charter amendment needs to designate a new entity
3. The United Way has shown interest

United Way has provided information to the Executive Board concerning qualifications as HMIS Lead, although they have never directly conducted HMIS Lead activities for a CoC. No others have stepped forward. United Way provided an approximate \$300,000 budget, including new full-time positions, to fund and staff this role. Where will these funds be coming from? Could it be HHAP III or the county participant agreements? How do the county participant agreement amounts get decided?

- v. Lead Agency discussion tabled (determine next steps for review of Governance Charter Lead Agency Roles and Responsibilities (pages 8-9 / 27 items) in context of 24 CFR 578.7 (Responsibilities of the Continuum of Care)

1. NorCal CoC Governance Charter Entity Responsibilities – Collaborative Applicant, Lead Agency, and HMIS Lead

How will these roles be absorbed come August 23, 2023? More to come on the discussion.

- vi. FAQ NorCal CoC Questions to Lead Agency

Suggest reading through the FAQ.

- vii. Questions from Executive Board members for Lead Agency in follow-up to discussion during 7/12/23 Executive Board Meeting

Suggest reading through the questions. For example, Executive Board Chair continues to question how the youth set aside amounts are incorporated in the active grants?

B. Attendance at Plumas County Community Development Commission (CDC)/Housing Authority (HA) monthly meetings (3<sup>rd</sup> Tuesday of the month, 9:00am, Plumas County Courthouse, Board of Supervisors chambers)

Cathy Rahmeyer, Tracey Ferguson, and Sharon Sousa attended the last meeting and Plumas County Planning, Behavioral Health and PCIRC is committed to continuing to attend meetings. The state of the Housing Authority's realignment was discussed. Repositioning of HUD and USDA monies and projects so that there can be housing upgrades and not just maintenance. Affordable housing is funded through these sources. Clarification of what is available and who owns these projects is asked. The CDC is not a non-profit entity, but Roger Diefendorf is seeking this status as part of the realignment plans.

C. Next Special Meeting of the NorCal CoC Executive Board is July 24, 2023, at 10:00am.

There will also be an additional special meeting on July 31, 2023, at 2:00pm.

D. Sierra County and Plumas County NorCal CoC Participation Agreements

No update from NorCal CoC. Anticipate learning more from Executive Board meetings once NorCal CoC organizational structure moving forward is known.

## 7. New Business/Action Items

A. Addressing Homelessness (standing item)

PCIRC: The Navigation Center building is well underway with construction and trusses will be installed soon. County is reviewing permits for the cabins (Ohana Village) and the Dragonfly Café has a projected opening in fall/winter 2023/24.

Behavioral Health: Sharon Sousa, Interim Director, continues to work on the County contract with Environmental Alternatives (EA) to take over the Behavioral Health transitional housing (TH) program for PCBH clients. EA has TH for the FSP/wrap services' clients.

Social Services: Ashley Achter and DSS refers clients to PCIRC, using their Home Safe program. They have about 25 clients enrolled with an additional two new referrals last week. CalWorks activity has mushroomed.

Certified Mediator: Linda Judge just completed certification to help families in Family Court. Ms. Judge does a free legal clinic focusing on self-help work Kate Rahmeyer, PCIRC Interim Director, and Judge designed self-help resources.

Sierra County: Laurie Marsh reports that Sierra County Behavioral Health has a new Director, Sheryll Prinz McMillan, MFT. Her forte is getting agencies up to speed in billing Medi-Cal for services. Concerning the housing navigator, HHIP funds will be deposited, so that they can hire their housing navigator. Sierra County to discuss Ms. Prinz McMillan's roles with the Executive Board and Advisory Board.

B. New Member Applications (standing item)

Aimee Heaney motioned to approve the new members, as submitted, Items a. through g. and Cathy Rahmeyer seconded. The motion was unanimously approved.

- a. Nicole Reinert, Plumas County Public Health
- b. Lori Beatley, Plumas County Public Health
- c. Ashley Achter, Plumas County Social Services
- d. Sharon Sousa, Plumas County Behavioral Health
- e. Linda Judge, member of the public/homelessness stakeholder
- f. Debra Lucero, Plumas County Administrative Officer
- g. Sheryll Prinz-McMillan, Sierra County Behavioral Health

C. Plumas-Sierra Counties CoC Advisory Board Voting Member Appointments – effective September 1, 2023.

Tracey Ferguson moved to make the following voting member appointments, effective September 1, 2023, as submitted, Items a. through c. Aimee Heaney seconded. The motion was unanimously approved.

- a. Sharon Sousa, Chair
- b. Linda Judge, Secretary
- c. Ashley Achter, At-Large member

D. NorCal CoC Executive Board Member Appointments – effective September 1, 2023

- a. Cathy Rahmeyer, Plumas County NorCal CoC Executive Board Member (Primary)
- b. Debra Lucero, Plumas County NorCal CoC Executive Board Member (Alternate)

Aimee Heaney moved to make the following NorCal CoC Executive Board Member appointments, effective September 1, 2023, as submitted, Items a. and b. Tracey Ferguson seconded. The motion was unanimously approved.

## **8. Committee Appointments (standing item)**

None were submitted.

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

None were submitted.

## **8. Committee/Workgroup Updates**

### **A. PIT Committee**

No new work or updates were conducted.

### **B. HMIS/CEP Committee**

No new work or updates were conducted.

## **9. Agency Updates**

None.

## **10. County Updates**

Tracey Ferguson stated the Special Use Permit for the Plumas County Behavioral Health Wellness Center on Main Street in Quincy was recently revisited by way of a public hearing to

discuss the social compatibility of the use with the surrounding commercial district. There haven't been any issues with the use of this space under the permit.

## **11. Discussion Items for Next Meeting**

Executive Board updates

New member applications

Lead Agency conversations

## **12. Adjournment**

Tracey Ferguson motioned to adjourn the meeting, and Cathy Rahmeyer seconded. The meeting was adjourned at **11:38am**.

**Next Meeting:** August 22, 2023 (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.**