

**Plumas-Sierra Counties
CoC Advisory Board Meeting
July 28, 2020
10:00AM**

Location:

Join Zoom Meeting

<https://us02web.zoom.us/j/6312512875>

Meeting ID: 631 251 2875

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Meeting ID: **631 251 2875**

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You can also dial 173.243.2.68 and enter your meeting number.

Draft Minutes

1. Call to Order/Establish a Quorum

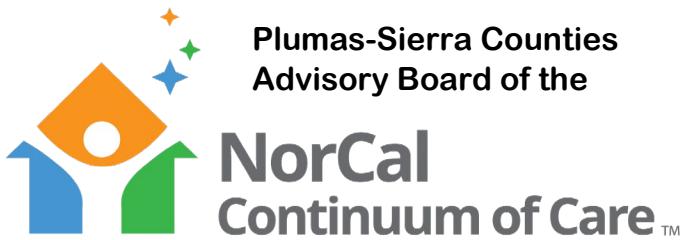
Chair called the meeting to order at: 10:02am

Quorum was established with voting members present: Cathy Rahmeyer, Tracey Ferguson, Lea Salas, and Aimee Heaney. Roger Diefendorf was not present.

Participant members and stakeholders present: Ayla Tucker, Tony Hobson, Megan Mansfield, Anne Nielson, Elizabeth McAllister, Joyce Clare, Laurie Marsh, Denise Pyper, Christina Baggott

2. Introductions

There were no new introductions.



3. Approval of Agenda

Board members reviewed and approved the proposed Agenda with no changes: Aimee Heaney motioned to approve the agenda; Tracey Ferguson seconded; motion passed unanimously.

4. Approval of Meeting Minutes from June 23, 2020

Board members reviewed and approved minutes from June 23, 2020, with the motion by Cathy Rahmeyer Aimee Heaney seconded; motion passed unanimously.

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.

There was no public comment.

5. Discussion

A. NorCal CoC Executive Board Meeting Updates – Tracey Ferguson

- HMIS Policies and Procedures**

This document was reviewed by the Executive Board on July 16, 2020. It was passed with no comment.

- HMIS State Data Use Agreement**

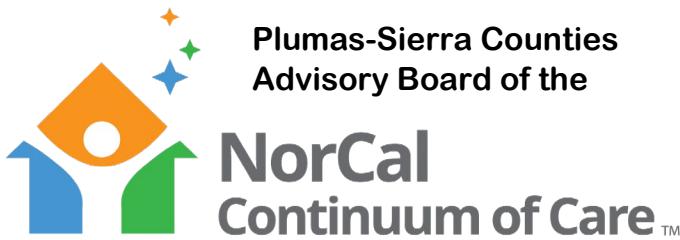
NorCal CoC wanted more information from the State concerning the data use agreement. Ayla Tucker reported there was back and forth discussions. The ROI and privacy policies covers any and all participant enrollments. Ms. Tucker confirmed that the ROI references that updates may be made at any time. Any legal concerns have been alleviated. Lead Agency signed the data use agreement.

Lead Agency is working on an update to the form; any and all updates will come from NorCal CoC and they will directly notify all licensed users when the forms are ready for use. Medea Henderson will send out forms with notification; new ROI includes language that information will be shared with the state. The intent of these revisions was to make the forms purpose and use clear for the clients. HMIS users will replace older forms with new ones.

- ESG competitive, non-competitive, and CARES ACT funding:**

There are three pots of money: ESG competitive, ESG non-competitive, and ESG-Corona Virus (CV) CARES Act.

The ESG competitive NOFA awards from NorCal to be announced. PCIRC submitted an application for the competitive NOFA in the amount of \$100,000.



ESG non-competitive NorCal NOFAs are to come. State is still reviewing NorCal's \$139,231 application to proceed with the NOFA. NorCal Lead Agency hasn't received the State's award letter yet.

NorCal submitted an application for \$856,100 in ESG-CV CARES Act funds. NOFA to come (likely non-competitive) for all seven CoCs to apply.

- HHAP funding (NorCal)

The HHAP NOFA went out. Applications are due 7/31/20. PCIRC is intending to submit an application for Plumas and Sierra counties allocation. Funding will be provided directly to PCIRC on behalf of the counties.

- HEAP interest funding

Discussion was tabled at the Executive Board until next month.

- 2nd Quarter Volunteer Log Hours Due

Cathy Rahmeyer, Aimee Heaney, Laurie Marsh, and Lea Salas will send their completed logs to Tracey Ferguson.

B. HMIS Implementation Update – agency partners

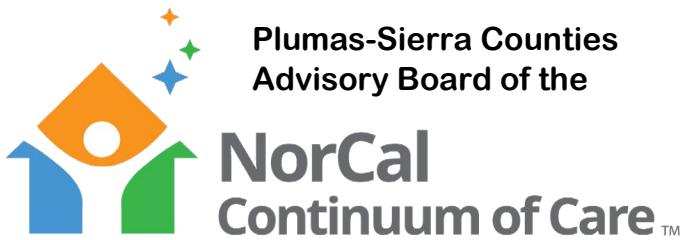
Cathy Rahmeyer for PCIRC—staff is working on getting HMIS data input completed so that the information is updated for upcoming funding applications.

Anne Nielson for Plumas County BH—ROIs and intake paperwork is being completed prior to emergency lodging and transitional housing placements; staff is on track for getting data into system when client is placed.

Laurie Marsh for Sierra County BH—working on designating one site; they're struggling with the point of access, and they working on policies to ensure that ROI is handled around placement time.

C. PLHA Plumas County Application Update

Plumas County BH Director, Dr. Tony Hobson, submitted the PLHA application for the County for Years 1-5 by the 7/27/2020 deadline. HCD guidelines were not clear concerning noticing for public comment and hearing. HCD changed the resolution language requirements in the middle of the submission period after many counties had already submitted approved resolutions as part of their applications. Plumas County will now need to: 1) establish notice for a public hearing by the Board of Supervisors, 2) submit a revised resolution inclusive of the language pertaining to the community feedback, and 3) hold a public hearing during the Plumas County Board of Supervisors meeting on 8/11/2020 with a 10-day notice for public review and comment. Tracey Ferguson has updated the public notice document and will have it posted on July 31, 2020. HCD is requesting also to receive a PDF of the signed application from PCBH to be uploaded to the Portal.



Cathy Rahmeyer requested more information concerning what these funds can be used for. Tony Hobson replied that Year 1 funding is designated for predevelopment work by the County and development sponsor for NPLH. In Years 2-5, 1/3 of the annual allocation will go towards homelessness prevention services (emergency lodging, etc.), 1/3 will be used for development work, and the last 1/3 will be placed into a savings account to be used for funding by the County for ongoing supportive services.

D. NPLH

- Site Feasibility Studies (Plumas and Sierra)

Lea Salas, Tracey Ferguson, and Tony Hobson met to discuss a potential partnership with a Portola site. More discussions to come.

- Development Sponsor RFQ

Tracey Ferguson and Tony Hobson are working on an August publication of a RFQ for identifying potential development sponsors. A Portola site may be approximately 40 units. Not owned by the County; rather, owned and operated by the developer/management company. County is only responsible for the supportive services. The PLHA funds will help to pay for the services.

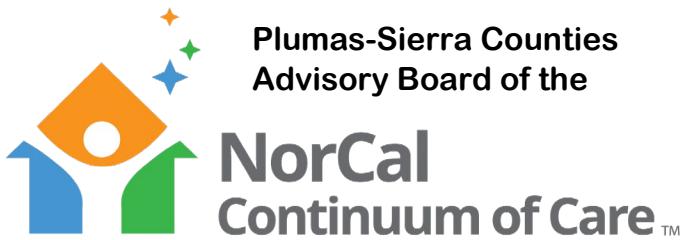
- Competitive and Non-Competitive Applications

Round 3 NOFA released late October 2020 and due late January 2021. Extension up to 12 months past that for OTC funds.

E. COVID-19

Tony Hobson, PCBH—the department never shut down operations; they have been offering services by phone or telehealth and in person when needed; PCBH has implemented structured lobbies, groups, and operations for social distancing, wearing masks and sanitizing public spaces; the silver linings have been getting telepsychiatry implemented faster in the ERs; hospitals realized need and its up and running at PDH; psychiatrist is training at EPHC, and getting privileges at Seneca. Emergency and transitional housing continues to be provided. PCBH is making adjustments to its policy on frequency of visits to their clients. They are becoming more efficient at providing services because they are able to use telehealth to expedite care. They continue to keep everyone safe and to deliver quality care.

Lea Salas, Sierra County Behavioral Health—limited in-person services; most services are telephonic and through telehealth; consumers are appreciative of receiving expanded services; staff has done an amazing job making sure services are provided in a safe manner.



Cathy Rahmeyer, PCIRC—they have seen an increase in homeless numbers and increased need for food services; they are delivering food to those in need; PCIRC is working 24/7 many days; PPEs were received from the Governor's office and is being distributed/shared with other organizations in need; PCIRC is practicing safety procedures at all sites.

Denise Pyper—PPE will be available to any business in each community. For mandatory face coverings for businesses at no cost.

6. New Business/Action Items

- A. Plumas-Sierra Counties CoC Advisory Board Membership Policy – discussion and possible action

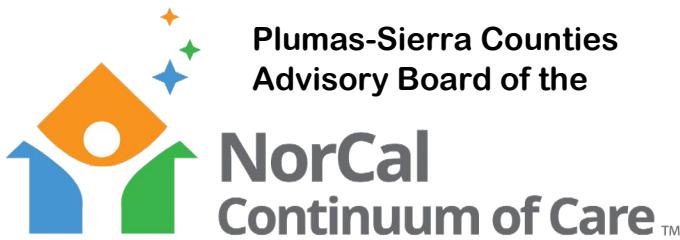
Tracey Ferguson leads discussion on new application and 2-page policy document. Encourages those that want to be participant members to apply.

Included in policy has been city participation by Portola and potentially Loyalton, as appropriate. Advisory Board intends to invite City of Portola to participate. Tracey Ferguson will call Lauren Knox, Portola City Manager, to gauge Portola's interest in this project. Each agency, department, or division is allowed only one Voting Member on the Advisory Board; for example, Plumas County can have Advisory Board Voting Members from PCBH and Planning departments. Aimee Heaney will check to make sure Governance Charter is on PCBH website. Current 5 voting members are Tracey Ferguson, Roger Diefendorf, Aimee Heaney, Cathy Rahmeyer, and Lea Salas.

There are two categories of membership: Voting Members and Participant Members. For the 5 voting members, the Advisory Board has proposed roles for each, to include 1) Chair, 2) Vice Chair, 3) Secretary, 4) Membership Director, and 5) At-Large. Cathy Rahmeyer will serve as At-Large and Lea Salas will serve as Membership Director.

Question was asked whether or not a stakeholder can be a Voting Member? The CoC Advisory Board can decide as part of the Membership Policy. There is no attendance requirement for Participant Members and they do not vote. Tracey Ferguson will add a "Voting Member Alternate" box to the application. The responsibilities will be made clear between the Secretary and Membership Director. Aimee Heaney will bundle all membership applications and send to Lea Salas with roster.

The membership policy and application will be revisited and reviewed next meeting. Tracey Ferguson makes a motion to take feedback collected during this discussion and to revise the CoC membership policy to bring back to the Advisory Board for discussion and possible action in August 2020. Lea Salas seconds. Motion carries unanimously.



B. New Member Applications – discussion and possible action

No applications were submitted.

C. Executive Board member appointment – discussion and possible action

Roger Diefendorf, Vice-Chair of Plumas-Sierra Counties CoC Advisory Board is the alternate to the NorCal CoC Executive Board for Tracey Ferguson, Chair of Plumas-Sierra Counties CoC Advisory Board. The Governance Charter includes eligibility criteria for being an Executive Board member. There is concern with the requirement of "have the capacity to obligate their county to the decision of the CoC." Mr. Diefendorf is not a County employee. Additional discussion are occurring at the NorCal CoC Executive Board level as the eligibility requirements affect multiple counties. More information to come.

Lead Agency is asking that all counties review their NorCal CoC contracts, Section 3B. Responsibilities re: "assign a staff member to attend CoC Executive Board meetings" and provide formal back up (for example, through a letter or Board resolution) to appoint the member to the Executive Board.

6. Agency Updates

None

7. County Updates

None

8. Discussion Items for Next Meeting

- Items 5 C, D, and E
- Item 6 A and C

9. Adjournment

Adjourned at 12:02pm.

Next Meeting: August 25, 2020 (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.**