

**Plumas-Sierra Counties  
CoC Advisory Board Meeting  
June 23, 2020  
10:00AM**

**Draft Minutes**

**Present:** Tracey Ferguson, Lea Salas, Cathy Rahmeyer, Aimee Heaney, Tony Hobson, Ryan Nowling, Elizabeth McAllister, Denise Pyper, Tammy Muldoon, Megan Mansfield, Leaf Van Pelt, and Laurie Marsh

**1. Call to Order/Establish a Quorum: 10:05am**

*The meeting was called to order at: 10:05am. The Chair verified that a quorum was established.*

**Introductions**

Cathy Rahmeyer introduced the interim Executive Director at PCIRC, Ryan Nowling. Mr. Nowling introduced himself with brief background. Cathy Rahmeyer noted there are new faces as new board members start this month. Tracey Ferguson inquired when PCIRC board meetings are held. Rahmeyer responded PCIRC board meetings are held the last Thursday of every month at noon at the PCIRC Quincy location.

**2. Approval of Agenda**

Review proposed Agenda – action item

No revisions. Aimee Heaney motioned to approve agenda without changes. Cathy Rahmeyer seconded. Motion to approve agenda was unanimously passed.

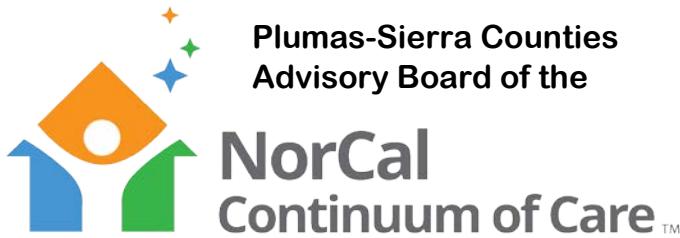
**3. Approval of Meeting Minutes from May 28, 2020**

Board members reviewed minutes from May 28, 2020 meeting. Cathy Rahmeyer motioned to approve the minutes of the May 28, 2020, meeting. Aimee Heaney seconded. Motion to approve minutes was unanimously passed. Request made by Tracey Ferguson to receive final minutes.

**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 submitted.



#### 4. Discussion

A. Snapshot of the Face of Homelessness (by San Francisco County) – Cathy Rahmeyer presented information and data of a homelessness study completed in San Francisco County:

1. Mortality of homeless in San Francisco

In 2016, there were over 6,000 homeless; that jumped to over 8,000 by 2019.

2. Deaths of homeless residents: climbed to 142 in 2019; 85% were male; 52% white; average age is 49 years old; 24% 60 or older; 42% were homeless over 10 years. Causes of deaths included 55% from accidents, 30% natural causes, and 5% by homicide.

3. They're making progress on sheltering vs. unsheltered; however, county homeless organizations are not able to keep up with new increases.

4. Cathy Rahmeyer will provide these handouts to Tracey Ferguson who will then provide to the Advisory Board email list.

B. NorCal CoC Executive Board Meeting Update – Tracey Ferguson and Lea Salas

- HMIS State Data Use Agreement update

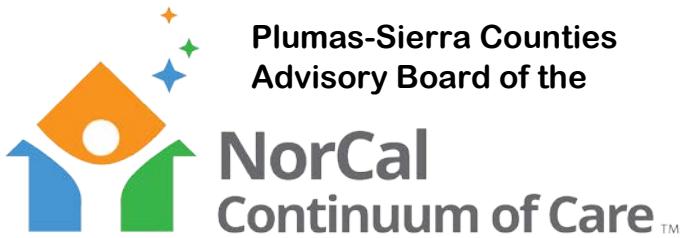
There is little to report. The lead agency has continued conversations with those involved. More to follow.

- HMIS CEP Committee met June 17, 2020

Cathy Rahmeyer stated the committee had a good meeting. Tracey Ferguson will e-mail out the draft HMIS policies and procedures document for feedback.

Laurie Marsh stated that everyone's working hard to come up to speed on subcommittee work; each county has their own way of conducting business; there will be a place in the CEP policy and procedures template where the county can come up with their own addendum; one standard policy doesn't work well for every county.

HMIS training: good feedback was received on Part I for virtual modules online; provide Medea Henderson with other feedback and questions. Medea will be teaching each agency how to pull their own data for reporting as a next step.



- ESG funding – NorCal CoC application to State (July 10, 2020 deadline)

NorCal intends to submit application to HCD for ESG funding, then a NOFA will come out from NorCal thereafter. Cathy Rahmeyer stated there is a competitive application that PCIRC is working on and NorCal should coordinate with counties to not compete with each other: Del Norte, Shasta, and Plumas: \$139,000 allocation will be divided by these three counties.

- ESG-CV (CARES ACT) funding - \$856,100 to NorCal CoC

\$856,100 allocation is coming to NorCal for noncompetitive application which is due on July 20, 2020; NOFAs will come after. This funding is intended for COVID-related non-congregate sheltering and PPEs – similar to other COVID homeless funding.

- HHAP funding (NorCal)

NorCal and Counties' allotments; letters of intention submitted with a high-level letter of what each county would be doing; the lead agency will now need details of project proposals soon. Lead agency will be contacting counties with a NOFA requesting information.

- Encumber COVID-19 funding

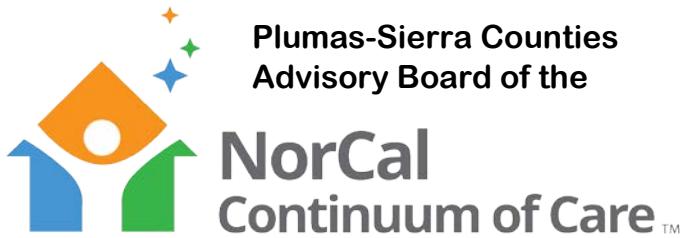
Emergency homelessness funding – monies must be encumbered by June 30, 2020. If an agency can't encumber the funds by this date, the monies may be deferred back to the CoC. Plumas County and PCIRC will have a letter of intention for encumbrance of funds and County will self-certify; a contractual agreement will be drafted after for the \$10,000. Sierra County deferred their NorCal monies back to NorCal in the amount of \$2,338.58.

- HEAP interest funding update

Roughly \$34,000 in HEAP interest was earned by NorCal to date. The lead agency will have a discussion concerning who is eligible and what activities may these funds be used for? Which agencies applied for HEAP in the last NOFA and who was awarded this funding? They will produce a table with this information and release a NOFA for these allocations.

- 2020 PIT Count Report Approved by Executive Board

The 2020 PIT Count was approved by the Executive Board with some edits. The Chair will send out the final approved version when it's released. The Executive Board adopted it as amended.



- Advisory Board Membership Policy

Membership Policy template was adopted by NorCal Executive Board, as amended. At the July Advisory Board meeting, this body will review the adopted template and modify it specifically to the Plumas-Sierra Counties Advisory Board structure. The local membership policy will then be reviewed, amended, and adopted by the Plumas-Sierra Counties Advisory Board.

#### C. HMIS Implementation Update – agency partners

The HMIS Policies and Procedures document was drafted by NorCal. Tracey Ferguson will send out the draft to Advisory Board members, when available. Cathy Rahmeyer states that her agency “loves HMIS!” She adds that many changes have happened since she started using HMIS in 2007, for example, Shasta NorCal changed vendors and they were trained and retrained; she concludes that having Medea Henderson as HMIS Coordinator with the lead agency is wonderful because she is there to support agencies every day.

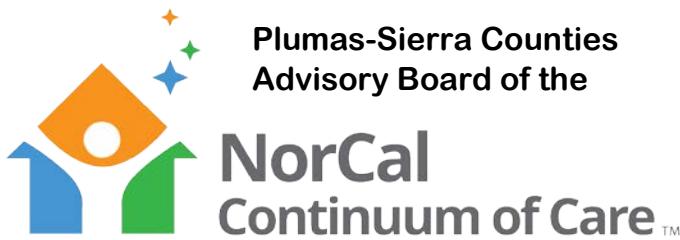
#### D. Board of Supervisors Presentation – Plumas & Sierra Counties Plan to Address Homelessness and Housing Studies for Plumas and Sierra

On 6/16/2020 the Plumas County Board of Supervisors approved the Plumas-Sierra Plan to Address Homelessness and Plumas Housing Study completed by Housing Tools. The Plumas County feasibility study will be reviewed by the Plumas County Board of Supervisors at a later date. The County staff needed more time to review. Housing Tools did a good job of presenting both documents and the Board authorized County staff to submit the Plan and related documents that summarize how Plumas County is moving forward with NPLH. The Board also authorized County staff to develop and release a Developer Sponsor Request for Qualifications (RFQ) for the NPLH project.

The Sierra County Board of Supervisors also approved the Plumas-Sierra Plan to Address Homelessness. The Sierra Board had a lengthy discussion about the site feasibility study and housing study and asked questions. Lea Salas states the housing study and feasibility study will have to go back to the Sierra Board of Supervisors.

#### E. PLHA Application Update

Staff report, PLHA Application, and Plumas County Board of Supervisors Resolution are drafted. Eligible activities: Year 1 allocation will be \$120,000 and overall allocation will be \$720,000 for five years; these funds will be used for predevelopment activities of NPLH; subsequent years' allocations will be used for creating a capitalized revenue reserve connected to supportive services and homeless prevention, such as rental assistance and rapid rehousing, etc. The



County may choose to bank dollars over time. Year 1 Plumas will put in predevelopment costs; so for NPLH Developer Sponsor RFQ, the Year 1 funds may be used toward offsetting the development sponsor's upfront costs; this demonstrates the County's commitment to partnership; and for Years 2-5, the County may shift some of the monies to offset costs more developer costs; developer costs that Plumas supports in Year 1 will come back to the County through what they make in rentals, etc. County staff intends to bring this forward to Board of Supervisors at the July 14, 2020 meeting.

Sierra County is holding off until next year to apply for their PLHA funding allocations. They may apply for Year 1 monies in Year 2.

At the July CoC Advisory Board meeting, Tracey Ferguson will provide a Plumas County PLHA Application update.

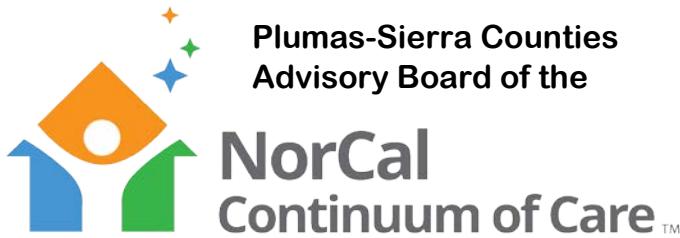
#### F. No Place Like Home Update

- Site Feasibility Studies (Plumas and Sierra)

In Sierra County, their Board of Supervisors was very willing to partner with Plumas County; there are no sites that are totally viable in Sierra County. Tracey Ferguson asks if Sierra County has talked yet with the City of Portola concerning a potential site. Lea Salas responded not yet.

The draft Plumas County Site Feasibility Study identifies a Quincy site that is central and local with potential of Plumas County Behavioral Health (PCBH) staff serving that site. PCBH Director Tony Hobson has concerns about a location that will work for PCBH staff. For Sierra County, treatment providers need to access clients to be served and retain their Sierra County Medi-Cal, but this discussion will need to take place to choose a mutually beneficial location; Lea Salas suggests creating a Memorandum of Understanding (MOU) that the State Department of Housing and Community Development (HCD) will approve to ensure that Sierra County clients are served by Sierra County therapists and case managers; more discussions to come. The idea is to leverage NPLH funds with PLHA funding and marry all of this together to have funding and services available for the 20-year commitment.

Lea Salas wants to wait to submit their Site Feasibility Study to the Sierra County Board of Supervisors until after Plumas and Sierra counties have a discussion. Tony Hobson, Tracey Ferguson, and Lea Salas plan to schedule a call.



- Development Sponsor RFQ

To identify the Development Sponsor and allow work plan time prior to submitting the NPLH application in January, 2021, and to have a cemented Development Sponsor on board, Plumas County must release the RFQ by the fall.

- Competitive and Non-Competitive Applications

The competitive and non-competitive applications: both can be combined and are due in February 2021.

#### G. COVID-19 Updates

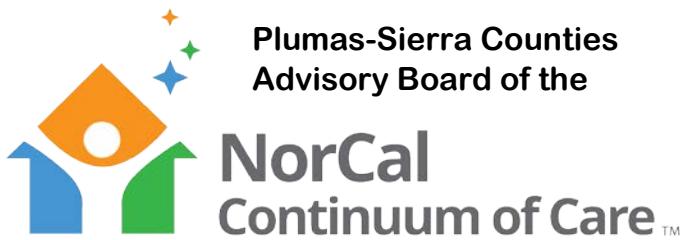
Lea Salas for Sierra County: there has been only one case in Sierra County; Varily is doing their COVID testing this week for walk-up instead of drive-up only – moving testing to the western side of the County on ridge to Allegheny etc. for testing through July. A few individuals are being sheltered in a hotel and the County is trying to find them permanent housing.

Community member Elizabeth McAllister asks if there is any way the County can test on site at senior and disabled housing sites. Tony Hobson states he will contact Andrew Woodruff, Plumas County Public Health Agency Director, about this question. The same contractor is completing two renovations in Plumas County and one in Sierra County currently using an out of county contractor and workers.

Tony Hobson: Plumas County Behavioral Health started groups this week (6/22/20) and they are structuring space to have social distancing guidelines and to require masks. PCBH is offering individual intakes by appointment only; open access will start again next week to ensure safety measures and protocols are in place.

Tracey Ferguson reminded the Board of the Governor's order for face coverings. There are six new cases in Plumas County with 2 active cases and 4 resolved; the next testing will be available with pre-registration online. There is concern from Cathy Rahmeyer, PCIRC and senior advocate, about work crews coming from out of the area and not wearing masks, potentially exposing seniors at Mountain View Manor during the remodel. Tracey Ferguson states he will contact Andrew Woodruff, Plumas County Public Health Agency Director, about this concern.

The moving company hired by Mountain View Manor will be temporarily relocating tenants in phases. Cathy Rahmeyer and Elizabeth McAllister have been advocating for better communication with the tenants and for improved compliance and safety measures by out-of-area workers. Moving company



and the packers are also a concern as they are working in close proximity to the seniors, who are concerned about COVID. Cathy Rahmeyer states she will call the County COVID information line to get this concern included in their log.

Plumas County is doing drive-through testing every week in Quincy and Portola; PCIRC is helping people with homeless services and COVID quarantine housing; five people are staying in hotels right now.

## **5. New Business/Action Items**

### A. New Member Applications – discussion and possible action

Applications will be considered at the July 2020 meeting. No action taken.

## **6. Agency Updates**

PCIRC update: During the month of May 2020 housing assistance, emergency lodging and utility assistance was provided by PCIRC to 73 clients in 44 households; Cathy Rahmeyer will provide these statistics; funding came from \$25,000 in COVID-related support; \$1,100 was for homeless prevention; ESG provided \$5,600; as well as Prop 47 and Pathways.

Food insecurity is a growing issue, and PCIRC staff is working with Grocery Outlet, a consistent partner; summer fundraising will occur in July 2020; and PCIRC has provided increased grief counseling to community members.

## **7. County Updates**

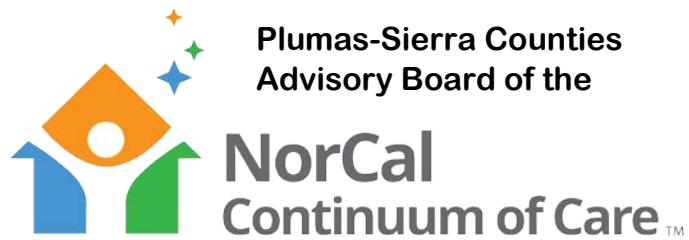
Aimee Heaney will be leaving PCBH at end of July 2020. Tracey Ferguson shares a reminder about completing the 2020 Census; she'll be going to the Board of Supervisors at an upcoming meeting and during department head updates will remind folks to participate in the 2020 Census. The Census Bureau will be extending collection period for data due to COVID. Plumas County is reporting a low response rate to-date at 20-30%.

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

- HMIS Policy and Procedures
- Plumas-Sierra Counties CoC Advisory Board Membership Policy
- PLHA Plumas County Application Update
- NPLH Update on activities

## **9. Adjournment**

*A motion to adjourn was made by Cathy Rahmeyer and seconded by Tracey Ferguson. Meeting was adjourned at: 11:38am.*



**Next Meeting:** July 28, 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.**