

**Plumas-Sierra Counties  
CoC Advisory Board Meeting  
September 22, 2020  
10:00AM**

**Draft Meeting Minutes**

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

Meeting called to order at 10:05am. Quorum established with voting members present: Tracey Ferguson, Lea Salas, and Aimee Heaney.

Additional participants: Scott Corey, Elizabeth McAllister, Tammy Muldoon, Trisha Boss, Jacqueline Disney, and Denise Pyper

**2. Introductions** Jaclyn Disney, NorCal CoC – Lead Agency, Shasta County Department of Housing and Community Action Agency, Executive Director, was introduced.

**3. Approval of Agenda**

Board members reviewed and approved meeting agenda.

Members discussed not needing to approve the agenda – Trisha Boss stated that items could only be pulled or tabled but not amended. Advisory Board will no longer label as draft agenda.

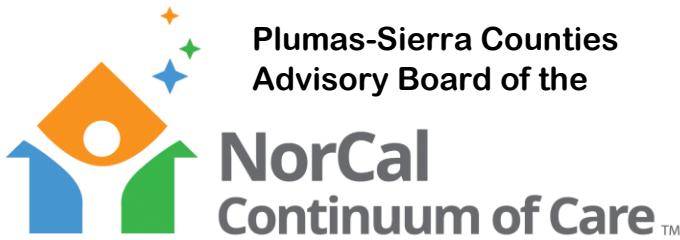
**4. Approval of Meeting Minutes from July 28, 2020**

Board members reviewed and approved minutes from July 28, 2020, meeting. Note, a quorum was not met on the regularly scheduled meeting of August 25, 2020.

Lea Salas motioned to approve; Tracey Ferguson seconded. Motion unanimously approved.

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

No public comment was provided.



## 5. Discussion

### A. NorCal CoC Executive Board Meeting Updates – Tracey Ferguson

- ESG competitive, ESG non-competitive, and ESG-CV CARES ACT funding

July discussion at board: Rating and Ranking Committee recommended applications including PCIRC for \$100K for ESG competitive; ESG noncompetitive: \$139,231 NOFA process. Trisha Boss adds that they are awaiting the State award letter, then NOFA process will commence; will be up to advisory boards to decide if they want to put forward a project application; discuss potential project for Plumas-Sierra at future meeting once NOFA is announced.

ESG-CV CARES: award letter was received from NorCal, then a NOFA will be released.

- NorCal HHAP funding – Round 1 and Round 2

Update: May be a HHAP Round 2; NOFA coming out November of under-prescribed funds that will be eligible from Round 1; award letters being sent out to applicants; PCIRC did apply for Round 1 for both Plumas and Sierra counties' allotments.

- HEAP interest funding Executive Board action

The Executive Board took action last month on funding; only HEAP-eligible entities would be eligible for this interest funding; again PCIRC was eligible for this interest funding: approximately \$32,000. Trisha Boss states there could be an additional allocation since last interest accrual. They would need to submit a letter of interest.

- 2020 Governance Charter for the NorCal CoC and Dos Rios CoC HMIS

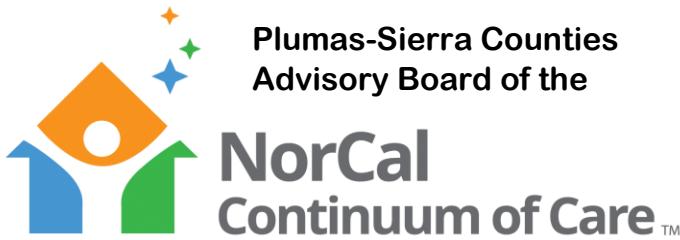
Was approved by NorCal and Dos Rios CoCs; informational item.

- Executive Board Members – new Chair, Vice-Chair appointed

Diane Fogle, of Modoc County, was appointed as Executive Board Chair and Barbara Longo of Lassen County as Executive Board Vice-Chair.

- Interim Amendment to NorCal CoC Governance Charter – Section B. Subsection "The Executive Board"

The Executive Board is made up of seven members one from each county; must be elected by the advisory board and characteristics and responsibilities of these representatives; discussion of barriers in some counties, like having capacity to obligate their county, etc.; Executive Board took action to make an interim amendment of the NorCal CoC Governance Charter to be more inclusive of Executive Board membership.



- NorCal CoC Strategic Plan Update

Lead agency notified members that NorCal CoC Strategic Plan is sunsetting as of December 2020; Executive Board activity and action; a subcommittee will be formed to get the update done. Discussion of local strategic plan review in January seems appropriate, especially if NorCal makes changes to their Strategic Plan priorities. Advisory Board will change Strategic Plan to reflect it is for both Sierra and Plumas Counties. Document will be amended without an additional vote.

- Brown Act Training (standing committees vs. ad hoc working groups)

Lead agency provided Brown Act training to new members on the Executive Board. Shasta County Counsel provided the training. Standing vs. ad hoc groups – are these subject to the Brown Act? For standing committees, such as the PIT committee at NorCal level, that is Brown Act accountable; however local level working groups are not: a committee working for a specific purpose meeting as a working group.

**B. PLHA Plumas County Application Update**

Submitted application to HCD – they are reviewing applications; funding for Plumas County is more than \$700,000 over four years; predevelopment planning and work for Development Sponsor.

**C. NPLH Development Sponsor RFQ Update**

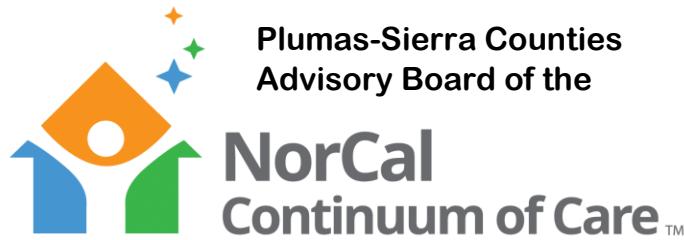
Released on August 17, 2020; received one proposal and they were interviewed by the Behavioral Health and Planning directors; decision will be made no later than 9/25/20. They are qualified and met requirements. Lots to complete to get ready for application by end of January, 2021, including developing a project vision, site feasibility, and site control; Plumas and Sierra Counties have conceptually agreed to partner on a site. 12-15 known developers were e-mailed; the RFQ was posted on County bids website and PCBH.

**D. HMIS Implementation Update – agency partners**

Board will create an ongoing open agenda item for discussion and updates; HMIS Coordinated Entry (CE) committee didn't meet in September, 2020; Anne Nielson has enrolled four PCBH clients in HMIS August, 2020.

**E. COVID-19 Update – agency partners**

PCBH placed one resident in quarantine designated unit last month. Sierra County has had a total of six positive cases; County tier status remains the same – they haven't dropped down to lower level (yellow). Most residents have been able to quarantine at home. Sierra uses Verily services for testing.



CARES ACT award to Plumas County is large allocation; for staff, PPE, response costs; bringing money back to the county to help local businesses recover. Recovery and reimbursement to PCIRC for assisting vulnerable populations in non-congregate housing.

PCIRC: Scott Corey states there is a lack of space for homeless residents; they have to rely on motel space which is more expensive. They are using the Ohana House location at 175 W. Main Street in downtown Quincy as headquarters and to provide direct services.

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

### **A. Plumas-Sierra Counties CoC Advisory Board Membership Policy and Application**

Discussion: review of Policy and application; added Cities of Portola and Loyalton contacts; discussion on appointing an alternate from active membership (from participant); clarified and amended alternate voting for agencies and stakeholders. Notification by voting members of attendance to ensure meeting quorum; removal of voting member for absences or good cause.

Action: no action taken because it requires a 4/5ths vote of the Voting Members to adopt. Only 3 Board members were present. **Tabled to October 2020 meeting.**

### **B. Executive Board member affiliation and appointment**

Discussion; Roger Diefendorf can become the alternate for Tracey Ferguson; Lead Agency is asking for letter or resolution speaking to Chairs appointment to the Executive Board.

#### **New business for October meeting.**

### **C. New Member Applications (standing item) – none**

Send new application to Advisory Board distribution list and post on PCBH webpage.

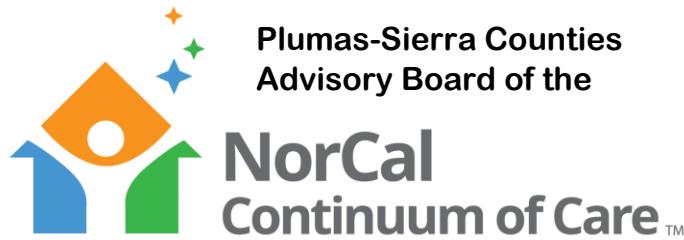
### **D. Letters of Support (standing item) - none**

## **7. Committee Updates**

PIT committee met in September 2020; Jaclyn Disney shares that subcommittee is experiencing lack of quorum; needs to be a Chair elect and Vice Chair/Facilitator elected; need to adopt a calendar for year's activity. 2021 PIT date is set; January 26, 2021 for night of the 25<sup>th</sup>.

## **8. Agency Updates**

None provided.



**9. County Updates**

None provided.

**10. Discussion Items for Next Meeting**

Board Updates

Modify Agenda

ESG Noncompetitive Funding – Discussion

Membership Policy for adoption

Appointment information

Development Sponsor

New Member Application

Discussion of Webpage for CoC Advisory Board [Trisha Boss states that Advisory Board can send agenda and final minutes to be posted on NorCal.]

**11. Motion to adjourn made by Lea Salas and seconded by Aimee Heaney; motion approved, and meeting was adjourned at 12:06pm.**

**Next Meeting:** October 27, 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.**