

**Plumas-Sierra Counties  
CoC Advisory Board Regular Meeting  
February 23, 2021  
10:00AM**

**Draft Meeting Minutes**

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

The meeting was called to order by the chair at 10:01 AM.

Voting members present: Tracey Ferguson, Cathy Rahmeyer, Lea Salas, and Aimee Heaney

Participant members present: Anne Nielson and Denise Pyper

Other attendees: Wendi James

Lead Agency: Caedy Minoletti

**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: None were submitted.

**3. Approval of Meeting Minutes from January 26, 2021.**

Board members will review for approval the meeting minutes from January 26, 2021.

Lea Salas motioned to approve the minutes as submitted. Tracey Ferguson seconded. The minutes were approved as submitted.

**4. Discussion**

**A. NorCal CoC Executive Committee meeting updates**

No update, as there was no meeting of the Executive Board in February 2021.

**B. HHAP Round 2 Plumas County Application Submittal**

The Plumas County application was submitted on January 23, 2021 in the amount of \$22,949. The State confirmed receipt of the application. PCIRC is the proposed subrecipient.

C. HHAP Round 2 Sierra County's Intent to Redirect Program Allocation

Sierra County did not have the capacity to apply for their allocation of \$5,987. The state contacted Sierra and asked about the intent to re-direct the funds. Even though the redirection period expired, the State would rather see those funds redirected to NorCal CoC to then be re-directed for use by an entity benefiting Sierra County clients. The state requires a Board of Supervisors resolution for this action. Lea Salas states that Laurie Marsh is managing this and a resolution will go before the Board in March 2021. Caedy Minoletti from Lead Agency recommends that the Sierra County Board of Supervisors hear the resolution on 3/2/21, so the NorCal executive board can approve it with a letter signed by the NorCal CoC Board Chair. PCIRC is anticipated to be the subrecipient.

D. NPLH Non-Competitive Allocation Extension Request Form Submittals

The request for an extension was due on February 15, 2021, and Plumas County submitted the form on February 11, 2021. Sierra County submitted their request form on February 12, 2021. The state contacted Plumas County to follow up on the submission. Within 30 days, HCD wants to see a narrative of activities to date demonstrating site control.

E. NPLH Development Sponsor MOU

MOU with Plumas County and RCHDC, Development Sponsor, is executed effective February 11, 2021.

F. Plumas-Sierra Counties CoC Advisory Board Acknowledgement by Board of Supervisors

Advisory Board members agree with the acknowledgement of the Plumas-Sierra Counties CoC Advisory Board by the Plumas County Board of Supervisors. Tracey Ferguson will follow up with drafting a resolution. Lea Salas, Sierra County, will also follow up with a Sierra County Board of Supervisors resolution.

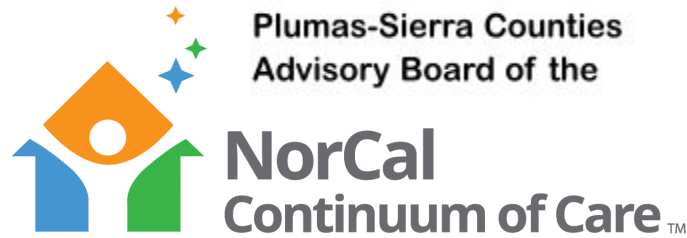
G. Plumas County Board of Supervisors (Supervisor Greg Hagwood District 4)

Tracey Ferguson will follow up with Supervisor Hagwood to inquire about participation.

H. Plumas-Sierra Counties CoC Advisory Board Distribution List Update

Aimee Heaney and Tracey Ferguson will merge individual distribution lists and add others to the distribution list (e.g., PCIRC). Wendi James will send her Participant Member application to the Secretary, Aimee Heaney.

I. Plumas-Sierra Counties CoC Advisory Board Current Roster Due to Lead Agency



The Advisory Board roster is due to Lead Agency in order to provide to HUD. Tracey Ferguson will follow up with Lea Salas, Membership Director, to provide.

## 5. New Business/Action Items

### A. Annual Review of the 2018-2020 NorCal CoC Strategic Plan and the 2019-2024 Plumas-Sierra Counties CoC Strategic Plan

Discussion: The Lead Agency communication that the Strategic Plan is not a HUD requirement. NorCal CoC has extended the current Strategic Plan through June 2021 to give them more time to review and propose updates. Tracey Ferguson stated that it's a good idea to have a Strategic Plan to provide direction to the Advisory Board's mission, vision, goals, and objectives. A question was asked regarding the priority of reviewing strategic plans at this time and in the future? The Lead Agency is looking to focus their roles and responsibilities in governance given the finite resources available to the CoC. Cathy Rahmeyer recommends putting together a 5-person Plumas-Sierra working group to review and update, as needed, with recommendation on edits to the Strategic Plan.

Cathy Rahmeyer makes motion to create a workgroup to review the 2019-2024 Strategic Plan and accomplishments and update with additions and amendments. Aimee Heaney seconded. The motion was passed.

Those who volunteered or were nominated to participate in this workgroup include Cathy Rahmeyer as service provider, Laurie Marsh or Lea Salas for Sierra County, Anne Nielson for Plumas County, and Denise Pyper, stakeholder.

The workgroup will wait to meet until after the March Executive Board meeting to see what priority changes the Executive Board will be directing for the NorCal Strategic Plan.

### B. Addressing Homelessness (standing item)

- Plumas Crisis Intervention and Resource Center (PCIRC) for Plumas and Sierra Counties

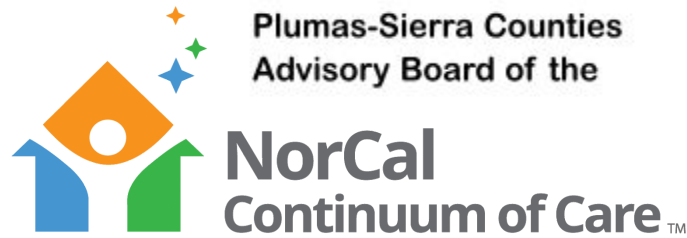
The last six weeks (and over the past 8 months), PCIRC has been inundated with:

-new referrals

-service requests for 130 individuals and families through intakes using HMIS and VSPDAT

-providing referrals

-case management for 90 clients



-direct services

Emergency services team Kristin Quade and Cathy Rahmeyer are handling the heavy case load. There is a high need for motel sheltering and permanent housing. A growing need of the 290 cases (some being sexual offenders coming back to Plumas County) is providing transitional and permanent housing for them.

PCIRC has seen an increased number of referrals from Plumas County Probation. Tracey Ferguson asks how they are planning for this increased need. Cathy Rahmeyer states PCIRC, being the Coordinated Entry (CE) point for homeless in Plumas County, is doing their best with the resources they have. Rahmeyer adds she writes the grants for funding and it would help if they had a dedicated grant writing team.

A participant asks how do we set priorities to serve these clients in a sustainable way? Cathy Rahmeyer states they are headed toward having to set priorities, which they haven't had to do before. Due to the COVID-19 pandemic, it was stated that Plumas County has more chronic homelessness than has been seen in 20 years. PCIRC needs to have a strong partnership with Plumas and Sierra counties in order to address the increasing homelessness. Counties in California have a responsibility to help house transitioning offenders and parolees when they come back to their "home county" (AB 109).

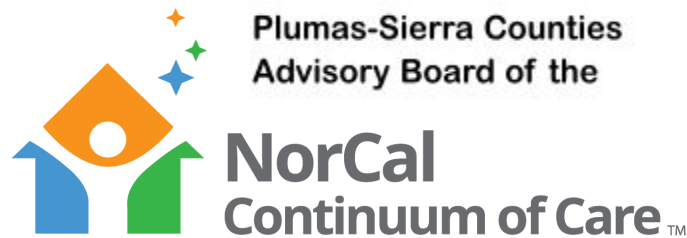
It is stated Plumas County doesn't have a Housing Department or Authority, rather, Plumas County Community Development Commission (PCCDC) - outside agency - is the County's Housing Authority and Community Action Agency. It is stated that all these needs and concerns need to be addressed in the Plumas-Sierra Strategic Plan update. There should be coordination, communication, and collaboration with the counties to address long-term needs and gaps that exist.

- Plumas County Office of Education Homeless and Foster Youth Liaison

Wendi James states she doesn't have an update on the Office of Education youth homeless grant (3-year renewal). Cathy Rahmeyer and Aimee Heaney volunteer to assist with the grant preparation, as needed.

The Board will add Wendi James' comments on her role as Homeless and Foster Youth Liaison to the March 2021 agenda.

- Other agencies



Anne Nielson for Plumas County Behavioral Health (PCBH)

Motels and emergency lodging (EL) need is very high. 16 PCBH transitional housing units are full. 2 units will be available, but there are 5 on the waiting list. Staff has seen an uptick in the last 3 months. There are 2 clients currently in EL, and PCBH uses utilization management review to extend placements, if needed.

- Sierra County

The HMIOT (Homeless Mentally Ill Offender Treatment Program) funding of \$100,000 for Sierra County ran through June 30, 2020, and the unused funding (\$20k) would have reverted back to the state; however, the state gave Sierra County an extension through June 2021.

With the extension, staff had an idea to contact a property owner to be able to subsidize rent for mentally ill offenders and encumber these funds. The state agreed, and Sierra County contacted a property owner that will do this and will give Sierra County 3 units to fund through HMIOT, pending Board of Supervisors approval. The units are located in the vicinity of Downeyville. This is a win-win, as property owners have been hit hard with non-payment of rent.

C. New Member Applications (standing item) - None

D. Requests for Letters of Support (standing item) - None

## 6. Committee Updates

### A. 2021 PIT Count (January 26, 2021)

Cathy Rahmeyer doesn't have numbers available at this time. An update is expected in March 2021. No unsheltered count was taken. Reports have been submitted to the Lead Agency.

Sheltered count for Sierra County was 0 – Laurie Marsh stated.

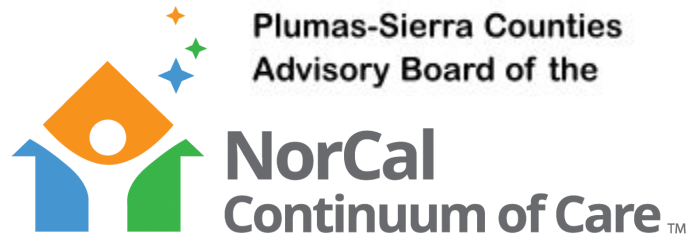
Caedy Minoletti (Lead Agency) is recruiting for the PIT/HMIS coordinator, so information in PIT report is due by April 2021.

HIC forms are being audited so that bed count matches individual count on data and documentation that was submitted through the app.

Anne Nielson is not able to submit data through the HMIS system and she will send a request to Caedy Minoletti.

Urgent needs are handled through the HMIS vendor help desk.

### B. HMIS/CEP



Cathy Rahmeyer reports that Medea Henderson has left the Lead Agency and they are actively recruiting for this position.

**7. Agency Updates - None**

**8. County Updates**

Plumas County has been in communication with HCD concerning the Downtown Trailer Park (Quincy) suspended license. The plan to revoke their license permanently is moving forward with cooperation between HCD and Plumas County.

This park has been problematic and has several health and safety violations. In February 2021 the Plumas County Board of Supervisors sent HCD a letter with the County's concerns; one of them being the park may have been charging rents to tenants post license suspension, which is against the law (California Health and Safety Code). The Plumas County District Attorney is investigating.

The park is also delinquent with Plumas County property tax, over 5 years, and is eligible to be put on the County's property tax lien sale, anticipated June 2021. The owners have also put the property up for sale. With all this activity, there likely will be some movement on this Multiple Residential zoned parcel in the coming months regarding ownership where a new mobile home park license could be processed with HCD or a conversion of use to an affordable housing project is possible.

Lea Salas suggested that Tracey Ferguson communicate with the Sierra County Planning Director concerning their experiences with HCD and the Loyaltan trailer park license revocation sale.

**9. Discussion Items for Next Meeting**

- Executive Board Updates
- Sierra County HHAP Round 2 Redirection
- Board of Supervisors (Plumas and Sierra) acknowledgment of the Plumas-Sierra CoC Advisory Board

**10. Adjournment**

Cathy Rahmeyer made a motion to adjourn. Lea Salas seconded. The motion unanimously passed. The Board adjourned the meeting at 12:01pm.

**Next Meeting:** March 23, 2021 (10:00AM)