



Plumas-Sierra Counties  
Advisory Board of the

**NorCal**  
**Continuum of Care™**

**Plumas-Sierra CoC  
Advisory Board Meeting  
January 23, 2020  
Plumas County Planning and Building Permits Meeting Room  
555 Main Street, Quincy  
1:00PM**

**Approved Meeting Minutes**

**Present:** Rev. Andrew Davis, Roger Diefendorf, Tracey Ferguson, Deborah L. Guzman, Aimee Heaney, Cecilie Hewitt, Laurie Marsh, Tammy Muldoon, Denise Pyper, Cathy Rahmeyer, Zach Revene Lea Salas; by phone: Trisha Boss, Ayla Tucker

**1. Call to Order/Introductions**

*The meeting was called at:* 1:03pm

**2. Approval of Agenda**

Review proposed Agenda – changes or additions and action item

Additions/changes: None

Motion: Tracey Ferguson

2<sup>nd</sup>: Roger Diefendorf

Ayes: all

Nays: none

Abstain: none

**3. Approval of December 12, 2019 Meeting Minutes**

Review draft minutes – revisions and action item

Revisions: 1. Under Item 5G, change to read, "...The 2020 PIT will occur the day of January 28, 2020; asking clients where they slept the night of January 27<sup>th</sup>. Data can be collected for seven days through February 3, 2020..."

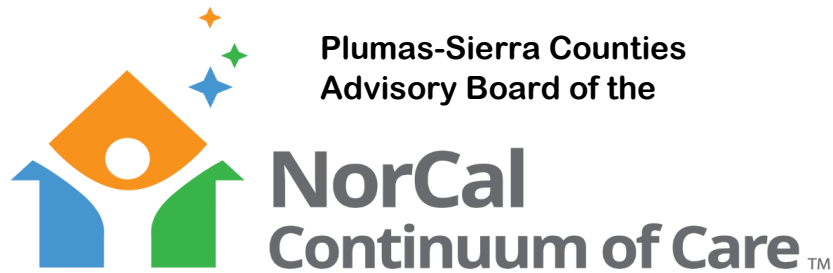
Motion: Denise Pyper

2<sup>nd</sup>: Tracey Ferguson

Ayes: all

Nays: none

Abstain: none



#### **Public Comment (limited to 3 mins. per individual)**

*Public comment provided by local stakeholder concerning submitted written plan (a copy was provided to Advisory Board) for a homeless shelter and supportive services, including downtown location and rehabilitation of the trailer park on W. Main Street, Quincy.*

#### **4. Updates**

##### **A. HMIS Updates - HMIS Implementation Update – Aimee Heaney PCBH**

Aimee Heaney stated that the implementation of HMIS at Behavioral Health was held up until the final contract was approved in November and delayed again in December, as staff responsible for building out the PCBH HMIS user platform were absent for most of December. Additional

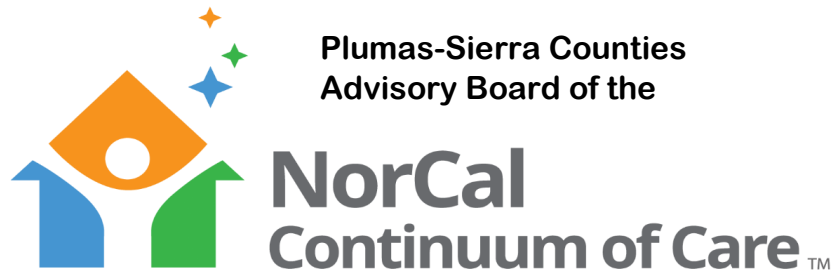
##### **B. 2020 PIT Count – Cathy Rahmeyer, PCIRC**

Cathy Rahmeyer provided update on 2020 PIT Count; final PIT survey documents were received from NorCal CoC today. There will be a training phone call on 1/28/20; Plumas County PIT Count forms will be printed on pink paper and Sierra County will be printed on yellow paper; there will be separate forms for unsheltered and sheltered individuals; Cathy will send out an e-mail concerning the training call to take place.

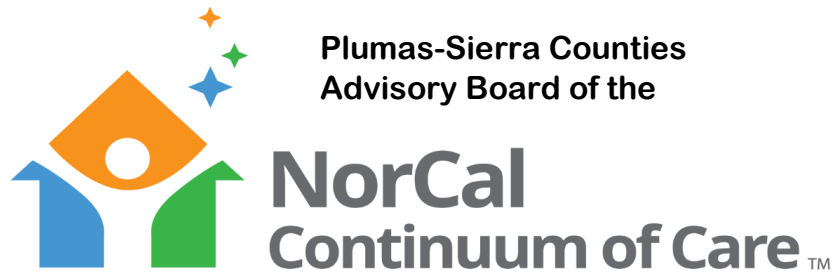
##### **C. NorCal CoC Executive Board Meeting Update – Tracey Ferguson**

Tracey Ferguson provided a CoC Executive Board meeting update to Advisory Board and discussion items:

- HHAP County Projects (Plumas and Sierra)  
Two pots of funding; Norcal CoC will receive \$1.5 million for 7 counties; Plumas County will be able to apply for ~\$50,000; Active HMIS for the County applicant is not a threshold requirement; other NorCal requirement is to have completed the Housing First training with NorCal's provider – other HHAP questions, members can call Ayla Tucker at 530-245-6438
- HMIS/CEP Committee Members – PCIRC is the lead agency for Coordinated Entry Process; interested county advisory members can fill out applications to be on this committee



- HEAP Amendments
- CESH/ESG 2019 Rating & Ranking Committee  
There are 2 CESH and 3 ESG funding opportunities – PCIRC has submitted two applications; NorCal CoC has a Ratings & Rankings Committee set up to review these applications in February (a Brown Act meeting)
- Coordinated Entry action items - Cathy
- PIT status / HIC Form – see PIT update and HUD 2019 PIT handouts
- Advisory Board Roster / Membership Application  
Initial roster has been submitted to NorCal and reminder and request for advisory board member applications; Aimee Heaney will submit these initially to Trisha Boss at NorCal CoC, then an update will occur quarterly; **add action item for February 27, 2020, meeting to vote in all members who have submitted an application**
- Officers must track their volunteer hours and report these:  
NorCal CoC requires that all com and sub committee members track their hours when they are at these meetings and provide quarterly reporting to NorCal on a designated form (travel time and meeting time)
- Plumas-Sierra letterhead – NorCal disseminated and requires it to be used for all CoC Advisory Board correspondence.
- Discussion of CoC name change to include “Homelessness” – “Housing” may appear more inclusive of the entire continuum; Advisory Board continue discussion.
- HMIS licenses – discussion on small county perspective and agencies’ capacity to do the work without additional funding to increase staff for data entry and management; intakes and data entry are very time consuming and counties need a streamlined process and policies.
- Membership policies (Governance Charter)
- Letters of support policies (Governance Charter) – for agencies and organizations who need a NorCal CoC letter of support for grant applications, there is no current policy to articulate procedure for requesting a letter of support.



## 5. Discussion

Housing First Training Date – there was a local date set for HF training, and no one knew about it because there was confusion on responsibility for communicating and sharing out NorCal CoC announcements on trainings and funding opportunities – to be sent out by local CoC or from NorCal directly? This has been resolved. Any correspondence from NorCal will be shared with Advisory Board members and general announcements with stakeholder list via e-mail (inclusive of members and non-members).

Question on definition of Housing First, explanation, and discussion > Cathy Rahmeyer explains that HF offers low-barrier models to house homeless individuals and families using homeless prevention strategies. They won't lose housing because of relapse, incarceration, or other issue that may typically cause someone to become at-risk for homelessness. For PCBH clients, this would mean they would have permanent, supportive housing with intensive case management using harm reduction strategies. This is the required model for *No Place Like Home* units in housing developments.

## 6. New Business

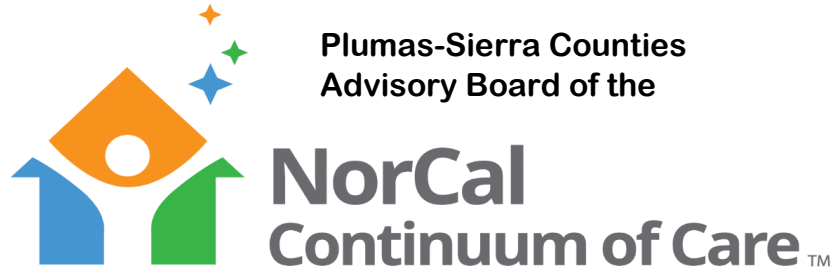
### A. Review Draft of Housing Tools' Plumas-Sierra Counties Plan to Address Homelessness – Discussion

Discussion: Aimee Heaney will send in any additional comments or feedback sent to her on the Housing Tools first draft for the Plumas-Sierra Counties Plan to Address Homelessness. Deadline has been extended to end of business on January 30, 2020.

### B. Review and Revise CA-516 Continuum of Care Strategic Plan 2019-2024 for Plumas County – Discussion and Action

Discussion: minor formatting changes and rewording of priorities to align with NorCal CoC's language to original document that had been approved on 9/26/19.

Motion: Cathy Rahmeyer moved to final approve the Plumas County 2019-2024 CA-516 CoC Strategic Plan with minor changes and send to NorCal CoC Executive Board.



2<sup>nd</sup>: Denise Pyper  
Ayes: all  
Nays: none  
Abstain: none

C. CoC Governance Charter and Bylaws – See Executive Board Update above  
– Discussion

Plumas-Sierra CoC Advisory Board will not have individual by-laws but will use the NorCal CoC Governance Charter document as its own charter. Discussion concerning need for revisions to this document by NorCal Executive Board to provide greater clarity concerning issues such as policy and procedures for requesting letters of support from the CoC, etc.

**7. Agency Updates - None**

**8. County Updates**

Sierra County has received MHSA grant funding on school-based outcomes and accountability, and Sierra County trailer park property in Loyalton has sold.

**9. Discussion items for Next Meeting**

- Invite Housing Tools
- HHAP Application Update

**10. Adjournment**

Meeting adjourned at 2:54pm

**Next Meeting:** February 27, 2020 at 1:00pm  
Plumas County Planning and Building Permits Meeting Room  
555 W. Main Street, Quincy, CA