



NorCal CoC PIT Committee Special Meeting Minutes
Wednesday, March 31, 2021
10:00am to 11:00am Via Teleconference

1. Call to Order/Quorum Established/Introductions

Meeting was called to order at 10:03am by Duane Kegg (Siskiyou), Committee Chair. Quorum was established.

On Phone: Duane Kegg (Siskiyou), Jennie Neal (Shasta), Kristen Quade (Plumas), Jenna Aguilera (Lassen) and Laurie Marsh (Sierra).

Lead Agency: Jaclyn Disney, Caedy Minoletti and Paul Tunison

2. Approval of Meeting Minutes

Jennie Neal made a motion to accept the January 19, 2021 minutes as presented; seconded by Duane Kegg. Jenna abstained. Roll Call vote was taken; all others approved; none opposed.

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

No Public Comments were received.

4. New Business/ Action Items

Kristen Quade shared that the 2021 PIT Count went smoothly in Plumas, surveys from other agencies were received, the app surveys went seamlessly, and it was a good day.

Jennie Neal shared that the 2021 PIT Count went well in Shasta County, a total of 307 app and paper form surveys were taken, clients were very happy to receive handed out donations and was very anxious to complete the surveys.

5. County Updates

Jenna Aguilera shared they are currently recruiting for a housing grant specialist, Grace Poor will hopefully be returning part time within the next month, in regard to homeless case management they have an IHSS social worker and an employment & eligibility social worker covering operations.

No other county updates were communicated.

6. HMIS Lead Agency Updates

Caedy Minoletti introduced and welcomed the new coordinated entry data specialist, Paul Tunison.

Caedy Minoletti shared a preview of the 2021 Point in Time Report, which was essentially in the same format as last year's report with updated data from this year's PIT count. Two pages were added for Lassen County and due to COVID there was not an unsheltered count and so the unsheltered portion was deleted. Caedy Minoletti is requesting feedback on the formatting, any broad type additions, and edits to the report. The report will be presented to the advisory board and executive board on April 15, 2021 for review and approval then submitted to HUD by April 30, 2021. Caedy pointed out the graphs on page 6 of the report are a new feature straight from the PIT app and that Paul Tunison has sent out the raw data to the PIT committee members that morning for comparison. The data on the chart from page 7 of the report is still being collected from the PIT app for accurate numbers.

Caedy Minoletti shared her gratitude towards everyone who has completed the housing inventory count forms and who has worked with her to match the number of beds available in the continuum to the number of surveyors claiming they utilized a bed on the night of the survey. Paul Tunison and Caedy are spending time to ensure the data is clean and accurate. Plans are being evaluated to streamline the process in the future. 701 individuals were surveyed; however, 659 were deemed homeless on the night of the count according to the PIT app.

Jaclyn Disney reviewed the memorandum of responsibilities for the chair/ co-chair. Lead agency would like to empower the chairs for each of the committees to be more self-sufficient to then be more fully established to represent the interests of the different boards that are a part of the CoC. Jaclyn reminded the board that lead agency is here to provide any technical assistance in order to achieve those leadership roles.

7. Discussion Items for Next Meeting

No agenda items for next meeting communicated.

8. Adjournment

Motion to adjourn meeting made by Jenna Aguilera, at 10:25am, seconded by Jennie Neal. Roll Call vote was taken, all approved, and none opposed.

Next Meeting
April 20, 2021
10:00-11:00am