



HMIS/ CE Committee Meeting Minutes

June 11, 2021

10:30 am – 12 pm

Via Teleconference

1. Call to Order/Quorum Established/Introductions

Meeting was called to order at 10:30am by Cathy Rahmeyer, Committee Chair. Quorum was established.

Members Present: Cathy Rahmeyer, Chair (Plumas), Kintay Johnson, Vice-Chair (Del Norte), Tammy Muldoon (Sierra), Maddelyn Bryan (Siskiyou), Grace Poor (Lassen) and John Cravens (Shasta).

Non-Voting Members Present: Laurie Marsh and Laura McDuffey.

Lead Agency: Hollie Zander, Trisha Boss, Paul Tunison and Shannon Goodwin.

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

No public comments were received.

3. Approval of Meeting Minutes

Tammy Muldoon and Laura McDuffey stated that they were present at the April 13, 2021 meeting and requested that the minutes be updated to reflect this. Kintay Johnson made a motion to approve meeting minutes from April 13, 2021, with the suggested addition, seconded by Tammy Muldoon. Roll call was taken, Grace Poor abstained, all others approved, and none opposed.

4. Discussion

I. The Mission and how to coordinate HMIS data with programs.

Hollie Zander announced that beginning the second week of July, a part time Shasta County Housing and Community Action Agency employee will Lead be assigned to work at the Good News Rescue Mission in Shasta County to do HMIS data entry. The Mission does not have anyone who can, and their program does not align with hiring this type of position.

II. Built for Zero and how to incorporate that in our CoC.

Hollie Zander shared that the Shasta County CoC advisory board is looking into Built for Zero but is nowhere close to coming up with a decision. They are getting a group together and coming up with ideas on how to get started with Built for Zero. Cathy Rahmeyer shared that she thought someone was



going to come back and do a presentation to this committee or explain it but that got lost.

III. Updates to the HMIS template/ flyer for coordinated entry points.

Maddelyn Bryan, Siskiyou County, expressed that creating a flyer to advertise coordinated entry points would be premature since they are still in the process of solidifying their access points. Cathy Rahmeyer shared that she thinks creating a flyer to advertise CE would be premature for everyone until Paul gets everyone trained in HMIS/ CE and everyone is on the same page. She suggests putting the flyer off to a future date and bringing it back to the agenda on a later time. Siskiyou County agreed and no one communicated otherwise.

5. County Updates

Cathy Rahmeyer, Plumas shared that Paul Tunison did Coordinated Entry (CE) training in Quincy and that he did a very good job. This is the first step toward coordinated entry, there is more training and information to follow as they navigate the logistics of CE within a seven-county region. She explained transportation challenges and the possibility of the use of a van operated by Plumas Rural Services to help meet CE transport folks that want to accept a bed in other counties.

Grace Poor, Lassen shared they are looking forward to CE training with Paul and getting CE started in Lassen.

Laura McDuffey, Shasta, speak for John Cravens, they are working with Paul on the Shasta County Access Points. Shasta County Health and Human Services hired a second community mental health advocate who is one of the two primary people doing CE for their agency.

6. Lead Agency Updates

I. Scheduled dates for in person CE Training

Hollie Zander shared that Siskiyou and Lassen are scheduled for CE training and one agency in Shasta. Modoc has not yet been scheduled. Training with case managers who are going to be part of the outreach team is important. Anyone else who wants to schedule training can contact Hollie Zander or Paul Tunison.

II. Access Points/Service Providers

Paul Tunison reviewed an updated lists of verified access points for all the counties. He shared that domestic violence access points utilize their own data base, this will require a different process. He requested to be contacted for any additional access points so they can be added to the policies and procedures. He



explained that the policies and procedures will be updated as we continue to move forward in implementing CE.

III. VI-SPDAT

Hollie Zander shared that it is important to have Paul Tunison do a CE training either virtual or in-person training. As CE is in the beginning stages Paul's knowledge for training is preferred to ensure that everyone is on the same page.

IV. Emergency Housing Vouchers

Hollie Zander shared the Emergency Housing Vouchers is a new voucher program that has been allocated to PHAs. This voucher requires PHAs to do two things, get into an MOU with their CoC and is required to use the CoC's use the CE system to get the referrals for these vouchers. Access points are important because the program needs to be implemented as soon as possible. Lead Agency is working on the MOUs and have three PHAs in our (in the counties of CoC Del Norte, Shasta Co Housing Authority and Redding Housing Authority) who have accepted their allocation.

Lead Agency is working on a presentation the EHV program and on how the vouchers are going to work with CE. A new project will be set up in HMIS just for emergency housing vouchers. Emergency housing vouchers will have their own by-name list, and their own waiting list within the PHA. They come with additional admin fees that could help pay for application fees, deposits, and furniture. Access points can refer people over who meet the criteria of homeless, at risk of being homeless or fleeing a DV situation. The PHA and the CoC will need to work together to make sure the individuals are getting all the documentation done and as quickly as possible. Referrals will be entered into HMIS under the EHV project. The vouchers have additional funding to connect the individuals with a case manager from the PHA like a social worker to assist if the individual does not have one. Shasta Co. Housing Authority serving Shasta, Siskiyou and Trinity received 36 emergency housing vouchers, the City of Redding Housing Authority received 63 and Del Norte received 15.

7. Discussion Items for Next Meeting

No discussion items for the next meeting shared at this time.

8. Adjournment

Cathy Rahmeyer made a motion to adjourn the meeting at 11:13am.

Next Meeting
July 9, 2021
10:30 am – 12 pm