



NorCal CoC PIT Committee Meeting Minutes
Tuesday, August 18, 2020
Via Teleconference
1:30 to 3:00 pm

In attendance: *Medea Henderson, Misty Malloroy, Jessica King, Jennie Neal, Lourdes Manzo, Dawn Pittore, Cathy Rahmeyer, Kristin Quade, Dominic Grogan, Grace Poor, Jessica Standing, Diane Fogle.*

1. Call to Order and Roll Call (Quorum Established)/ Introductions

Meeting called to order at 1.30. Medea Henderson asked the participants to introduce themselves.

Misty Malloroy, Del Norte, introduced herself and confirmed that the last PIT (2020) was her first one to participate in. She said it was a lot of work for a lot of people. She confirmed that she is with Del Norte Health and Human Services. Jessica King, Del Norte, introduced herself and confirmed that she works with Del Norte Health and Human Services. She confirmed that she has participated 4 times in the PIT and this will be her fifth year.

Jennie Neal, Shasta County, introduced herself and confirmed she is with Shasta County Health and Human Services as a Community Health Advocate. She has participated in the PIT for many years. Lourdes Manzo, Shasta County, introduced herself, also with Shasta County Health and Human Services. This is her first year participating in the PIT. Dawn Pittore, Shasta County, introduced herself. She is a Social Worker Supervisor/Community Health Advocate with Shasta County Health and Human Services. She confirmed this is her third or fourth year with PIT.

Cathy Rahmeyer, Plumas County, introduced herself and confirmed that she is with Plumas Crisis Intervention and Resource Center. She confirmed that she has been involved in PIT from the very beginning. She is also participating in this meeting as the Alternate for Sierra County today. Kristin Quade, Plumas County, introduced herself and confirmed she is also with Plumas Crisis Intervention and Resource Center. Last year was her first PIT. Dominic Grogan, Plumas County, introduced himself and confirmed that he is with Plumas Crisis Intervention and Resource Center and this is his first PIT.

Grace Poor, Lassen County, introduced herself and confirmed she is with Lassen County Health and Social Services. She has participated in the PIT for several years but last year was her first year in Lassen County. Jessica Standing, Lassen County, introduced herself and confirmed she is the Housing Grant Specialist for Lassen County and last year was her first year participating in PIT.

Medea Henderson, Shasta County, introduced herself and confirmed she is HMIS Administrator and Chairperson for this Committee. This is her second full year participating



in PIT. For the last two years, she has put together the NorCal CoC PIT Report and submitted this information to HUD.

2. Public Comment Period: Public Comments can be submitted to: hmis@co.shasta.ca.us
The Chair reserves the right to limit each comment to three (3) minutes. Disclosure of a speaker's identity is purely voluntary during the public comment period.

There were no public comments.

3. Discuss and Review of HUD Guidance-

PIT Volunteer Resources

Training Toolkits

<https://www.hudexchange.info/news/2020-pit-count-announcement-and-additional-pit-count-resources/>

PIT Implementation Tools

<https://www.hudexchange.info/resource/4433/point-in-time-count-implementation-tools/>

PIT and HIC Guides, Tools and Webinars

<https://www.hudexchange.info/programs/hdx/guides/pit-hic/#resources-for-counting-specific-populations>

Medea Henderson began by going through the PIT Volunteer Resources. This link gives some ideas on HUD training resources to train volunteers. There is also a PowerPoint presentation which was created by Shasta County for training purposes which has been shared previously to all counties who requested it. It can be modified to county specific requirements.

The next resource discussed was implementation tools. Medea recommended in particular the Planning Worksheet. This is an organizer that outlines what should be done month-by-month.

The final resource discussed was PIT and HIC guides, tools and webinars. This webpage is quite extensive.

Lourdes Manzo, Shasta County, said that she really liked the Planning Worksheet and has already begun filling this out.

Medea advised that the Committee should share accounts of what has worked, what hasn't worked previously so that information is constantly shared for the benefit of all counties.

4. Discuss and Review each county's PIT Count support needs and/or suggestions. This is to include strategies around COVID-19.

- a. Modoc
- b. Del Norte
- c. Siskiyou
- d. Lassen
- e. Plumas
- f. Sierra
- g. Shasta

Medea Henderson shared the contents of an email received from HUD which stated that “HUD has not made any decision regarding the 2021 PIT count requirements but will notify CoCs via liftserv as soon as they decide how to proceed.”

Misty Malloroy, Del Norte, advised that she has contact with the homeless population due to Project Roomkey, on a daily basis and has a fair idea of count already. Medea stated that it is a good idea to discuss with Advisory Boards any special requirements for this year’s PIT. Misty advised that she has questions and thoughts on the PIT questionnaire when we get round to discussing that.

Grace Poor, Lassen County, advised that she is interested to see how different the PIT count will be with the COVID situation. Lassen County has not really discussed this yet and she is interested to hear how other counties make changes, if any, to the Point in Time process.

Cathy Raymeyer, Plumas County, advised that they have other challenges to navigate at the moment but they hope to overcome these sooner rather than later. Medea advised that, while HUD guidance advises starting the PIT process in August, this time is really to get the team together and in another month or so, we may have more questions/discussions.

Jeannie Neal, Shasta County, advised that her team has been provided with a lot of information from Amber Middleton, who chaired the PIT Committee for Shasta County last year. The Committee has already met, but they don’t have any Leads as yet. They have applied to the CoC for funding and found out yesterday that their application has been successful. Dawn Pittore, Shasta County, said that they are working on coming up with an alternative plan for carrying out the PIT count in light of COVID and pending HUD guidance. They have discussed their volunteer teams going out with masks and gloves. They would like if the focus is not on a ‘one day’ count, but an ongoing count for a week. Also, due to the pandemic, it’s not possible to have a big event where a large group of people gather for food etc., so they are focusing on getting gifts cards for food, such as the Dollar Store, McDonalds etc.

Following a query, Medea confirmed that the PIT count has been set for 26 January 2021 i.e. asking people where they slept on the night of the 25th. She also advised that last year Shasta County had a number of service locations which interviewed throughout the week. She reminded Committee members that if they do a week-long event, the question still is where the person slept on the night of the 25th January.



5. Agenda Items for Next Meeting

It was agreed that Medea would send out the PIT survey by email for review by Committee members so this can be discussed at the next meeting. Members are also requested to think about any questions they might have, or ideas they want to share at the next meeting.

Jessica Standing, Lassen County, asked if they could get some advice on how to get donations, how gift cards were obtained etc. Jennie Neal, Shasta County, advised that they requested funding from United Way for this purpose and were granted it. They submitted a budget and the items they needed and the expected cost of those items. Another idea they have is to submit a letter to business requesting donations. They are seeking permission to put the letter on NorCal letterhead. They are open to sharing the letter with the entire CoC. The donation letter will be added to the Agenda, once approved.

Diane Fogle, Modoc County, said that they provided bags and hygiene products to PIT participants last year. Only those who participated in the survey received this incentive. Public Health also provided tooth brushes and toothpaste.

Misty Malloroy, Del Norte County, advised that their local hospital donated hygiene products last year.

6. Adjournment

Roll Call vote was called to adjourn the meeting. Dawn Pittore, Shasta County, made a motion to adjourn the meeting. Grace Poor, Lassen County, seconded the motion. All agreed, none opposed. Meeting adjourned at 2.12pm.

Next Meeting
September 15, 2020