



**HMIS/CES Committee Meeting
November 12, 2021**

10:30 am – 12 pm

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/479079605>

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Access Code: 479-079-605

- 1. Call to Order/Quorum Established/Introductions**
- 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.
- 3. Approval of Meeting Minutes**
Board members will review and approve minutes from the October 8, 2021 Meeting. (Attachment A)
- 4. Discussion**
 - I. Continuing State of Emergency Teleconferencing (Standing)
 - II. Access Points (standing item)
 - III. Service Providers (standing item)
 - IV. Housing Interventions (standing item)
 - V. Outreach Teams (standing item)
 - VI. Assessment Update Timeframe (Laura McDuffey)
 - VII. Updating ROI and Policies and Procedures
- 5. County Updates**
- 6. Lead Agency Updates**
- 7. Discussion Items for Next Meeting**
- 8. Adjournment**

HMIS/CEP
Committee Members
Cathy Rahmeyer County of Plumas, Chair
Kintay Johnson County of Del-Norte, Vice-Chair
Tammy Muldoon County of Sierra
Maddelyn Bryan County of Siskiyou
Grace Poor County of Lassen
Carol Madison County of Modoc
John Cravens County of Shasta



Next Meeting
December 10, 2021

10:30 am – 12 pm

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. **The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.**



NorCal Continuum of Care™

Attachment A

**HMIS/ CE Committee Meeting Minutes
October 8, 2021
10:30am – 12:00am
Via Teleconference**

1. Call to Order/Quorum Established/Introductions

Meeting was called to order at 10:33am by Cathy Rahmeyer, Committee Chairperson. Quorum was established.

Members Present: Cathy Rahmeyer (Plumas), Maddelyn Bryan (Siskiyou), Grace Poor (Lassen), and Carol Madison (Modoc).

Alternate Members Present: Laura McDuffey (Shasta), Laurie Marsh (Sierra) & Roy Jackson (Del Norte).

Lead Agency: Keith Anderson, Paul Tunison and Shannon Goodwin.

Members of the Public: none

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

No public comments were received.

3. Approval of Meeting Minutes

Carol Madison made a motion to approve the meeting minutes from September 9, 2021 as submitted, seconded by Laura McDuffey. Roll call vote was taken, all approved, and none opposed.

4. Action

I. Amended Coordinated Entry Addendums

Shannon Goodwin informed the Committee that this item needed to be removed from the agenda.

5. Discussion

a. Access Points (Standing item)

Keith Anderson informed the Committee that currently there are no new access points.

b. Service Providers (Standing item)



NorCal Continuum of Care™

Attachment A

Keith Anderson informed the Committee that currently there are no new service providers.

c. Housing Interventions (Standing item)

Cathy Rahmeyer expressed that this would be the ideal platform to discuss and share housing intervention projects. To share knowledge with each other, then replicate in each county possibly. Keith Anderson added to the discussion that as each county is informed about new housing intervention in their county, this would be the platform to share that information.

Cathy Rahmeyer shared that Plumas County is still in search of a location for their homeless shelter. There is limited housing inventory for rapid rehousing due to the fires. They have been allowed by the State to utilize ESG funding to purchase a van to transport rapid rehousing clients which will be beneficial to their work.

Maddelyn Bryan shared that Siskiyou County has utilized funding from ESG CV-1 & 2 to implement emergency motel and hotel sheltering.

d. Outreach Teams (Standing items)

There are no new outreach teams to report currently.

e. Homekey Projects

Keith Anderson made aware that if a Homekey Project is going to be or is started in a county that this project needs to be set up and information documented in HMIS for State reporting purposes. Keith verified that Del Norte's Homekey Project is in HMIS.

f. ROI Signature Collection Process (Maddelyn Bryan)

Maddelyn Bryan shared a few questions regarding the ROI client signature process that came up during HMIS training with Paul Tunison. The committee members shared how they are inputting covid client's signatures in the intake process. Keith Anderson will research the legality of not obtaining wet signatures from covid clients and whether an authorization to electronically sign on behalf of the client then later obtain the client's wet signature can still be done.



6. County Updates

Maddelyn Bryan, Siskiyou, shared they are expecting the funding from ESG CV-1 & 2 to implement emergency motel and hotel sheltering to be very popular. They are grateful for this funding to be able to keep people warm during the winter months.

Grace Poor, Lassen, shared it was nice to meet Paul Tunison in person and receive CE training. They are excited to start implementing CE in Lassen.

Laura McDuffy, Shasta, shared they are transitioning in a new housing division with a new program manager, Dawn Pittori. They accepted the HHAP funding from the State, they also received an allocation for Project Room Key funding which they are in the process of subcontracting and will be announcing who will receive the funding.

Roy Jackson, Del Norte, shared they are getting ready to start their HomeKey project. They are not gaining momentum in permanent housing in their community, so they are shifting funds over to shelter services.

7. Lead Agency Updates

Keith Anderson reiterated the HomeKey project in HMIS and discussed starting a quarterly HMIS meeting.

8. Discussion Items for Next Meeting

- Review 2021 HMIS Governance Charter

9. Adjournment

Carol Madison made a motion to adjourn the meeting at 11:05am seconded by Grace Poor. Roll call vote was taken, all approved, and none opposed.

Next Meeting
November 12, 2021

10:30am – 12pm