



Del Norte County Advisory Board of the
NorCal
Continuum of Care™

Advisory Board Meeting Agenda

March 24, 2022

3:00pm to 4:30pm

Zoom Meeting Online

<https://dnco.zoom.us/j/96480299762?pwd=cEpvQXIWMHRYQy90bmNiRXdQK01UZz09>

- 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**
 - I. Board members will review and approve meeting minutes from the Norcal CoC AB meeting on February 24, 2022 (Attachment A).
- 4. Action Items:**
 - I. Continuing State of Emergency Teleconferencing (Standing Item).
 - II. Review Del Norte County Advisory Board Membership Policy. (Attachment B). Discussion and request for approval to change maximum voting membership from 7 to 10 voting members.
- 5. Discussion**
 - I. Upcoming Funding discussion (HHAP Rd 3, and ESG) – Lead Agency- Keith Anderson
- 6. Updates**
 - I. Updates from Executive Board Meeting- Roy Jackson
- 7. New Business**
- 8. Discussion Items for Next Meeting**
- 9. Adjournment**

**Next Advisory Board
Meeting
April 28, 2022
3:00pm to 4:00pm
ZOOM MEETING**

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.**



Del Norte County Advisory Board of the
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Advisory Board Meeting Minutes
February 24, 2022
3:00 pm – 4:00 pm
VIA Zoom Meeting

<https://dnco.zoom.us/j/96480299762?pwd=cEpvQXIWMHRYQy90bmNiRXdQK01UZz09>

1. **Call to Order/Quorum Established/Introductions-** Meeting was called to order at 3:04 PM by Dorothy Waddelow. Quorum was established.
Present: Dorothy Waddelow, Roy Jackson, Megan Miller, Jeri Robertson, Daphne Cortes-Lambert, Carolyn Arnold, and Dana Gillport.
2. **Public Comments (limited to 3 mins. per comment)**
No Public comments were received.
3. **Approval of Meeting Minutes**
 - I. Megan Miller made a motion to approve meeting minutes from the Norcal CoC AB meeting on October 28, 2021(Attachment A), seconded by Daphne Cortez-Lambert. Roll call vote was taken, all approved, none opposed. A motion was made by Megan Miller to approve meeting minutes from the Norcal CoC AB Special meeting held on November 12th, 2021, (Attachment B), seconded by Daphne Cortes-Lambert . Roll call vote was taken, all approved, and none opposed.
4. **Action Items:**
 - I. Continuing State of Emergency Teleconferencing
(Standing Item)
A motion was made by Daphne Cortes-Lambert to continue the State of Emergency teleconferencing due to the high case count of COVID 19 in the community and the immediate health risks of meeting in-person, seconded by Roy Jackson,. Roll call vote taken, all approved, and none opposed.
 - II. Approve 2022 Meeting Calendar for Del Norte Advisory Board of the NorCal CoC (Attachment C). A motion was made by Daphne

Cortes-Lambert to approve the 2022 Meeting Calendar for DN Advisory Board of the Norcal CoC, it was seconded by Megan Miller. Roll call vote was taken, all approved, none opposed.

- III. Remove Kintay Johnson from Del Norte County Advisory Board of the NorCal CoC.

Mr. Kintay Johnson has been out on medical leave for the past year. A motion was made to remove Kintay Johnson from the DN Advisory Board of the Norcal CoC by Megan Miller, Seconded by Jeri Robertson. Roll call vote was taken, all approved, and non-opposed. It was noted that the board would like to have Kintay back on Board once he is back.

- IV. Add Dana Gillport (HHAG) to the Del Norte County Advisory Board of the NorCal CoC. Continuum of Care Membership Application (Attachment D). Megan Miller made a motion to add Dana Gillport as a member of the Del Norte County Advisory Board of the Norcal CoC. Seconded by Daphne Cortes-Lambert. Roll call vote was taken, all approved, and non-opposed.

5. Discussion

- I. HHAP RD I County Application Change request approved by the State to move forward. Changing from 52 bed to a 17 bed Shelter. The County received approval for the change request and will be moving forward with DNMP to complete project.
- II. Discussion on ways to Increase input from BIPOC and Individuals with lived experience- Roy Jackson stated that he will be working with the lead agency to see about funding two board positions for those with lived experience and BIPOC to support racial equity in the services we provide. These positions would receive stipends for participation and sharing of knowledge. We will be working with Outreach team, Tribes, and community leaders to Identify possible members for the AB Committee from the BIPOC community with lived experience of homelessness.
- III. Health Ambassadors- Daphne Cortes-Lambert- DNMP is going to gather together partners to educate Un-housed Ambassadors to do informal health checks of the un-housed. We are working on getting a meeting together with the un-housed, medical professionals, Sutter Coast Health, Adult Protective Services, Social Services, Police rep. and Sheriff Rep. To form wrap around procedures to assist those who are un-housed with severe health issues.

6. Del Norte County Updates

- A. Mobile Shower Project- Daphne/Roy Jackson-

New support staff member, William Haney. DNSC will possibly be looking for a new shower coordinator (15-20 hours a week). Applications are online at DNSC website. There were 145 showers provided in December, and 145 Showers in January. They have started giving Covid-19 Information and Immunizations out at Park City. Daphne reported that they are up to 175 Vaccines provided to the homeless population through the Community Shower Outreach program.

- B. Community COVID updates- Roy Jackson
10 New confirmed cases today, 304 in the last 14 days, 173 Active Cases, 5 Hospitalizations, 43 deaths.
- C. Review of Executive Board Meeting minutes- Roy Jackson
 - 1.) Nov. 18, 2021, COC Exec Board Meeting Minutes (Attachment C)
 - 2.) Dec. 16, 2021, COC Exec Board Meeting Minutes (Attachment D)
 - 3.) Dec. 28, 2021, COC Exec Board Meeting minutes (Attachment E)
 - 4.) Jan. 20, 2022, COC Exec Board Special Meeting minutes (Attachment F)
 - 5.) Feb. 17, 2022 Exec Board Meeting Minutes (Attachment G)
- D. PRK Update- Roy Jackson
The County, in partnership of DN Mission and Open door Clinic have been working together to identify those at extreme risk due to Covid-19 that are unsheltered and providing shelter care for them to isolate in local motels through Project Roomkey. The County also provides non congregate shelter services for those testing positive and needing to quarantine.
- E. HHAP updates- Roy Jackson-
HHAP Rd 1- County- for the Shelter project with DNMP \$200,806.11, COC- 211,659.27 RRH- Currently shifting a large portion of this funding to New navigation Centers and emergency shelters due to the lack of permanent affordable housing available.
HHAP RD 2- County, \$91,797.00 Conversion of Legacy, CoC 113,422.08- RRH- Currently requesting shift in funding categories to new navigation centers and shelter's
- F. Emergency Housing Vouchers- Megan Miller
Megan reports that we have utilized 7 Vouchers to successfully place individuals into permanent housing. There are 8 vouchers left to fill and apparently 2 of them are in the pipeline.
- G. Mission Possible updates- Daphne Cortes-Lambert- Providing outreach to 120 individuals sheltering in place, provided 175 vaccines, Garbage pickup going well –Record 9,460 LBS this week, looking at working with local Doctor and Dentist on mobile outreach to homeless population.
- H. Tolowa DEE-ne' Nation Housing update- No update
- I. HHAG update- Dana Gillport- No updates at this time

- J. 2022 PIT Update- Roy Jackson- Pit went very well. We believe that we completed over 400 surveys and have approximately 375-400 individual's unsheltered in the community.
7. **New Business- No New Business**
8. **Discussion Items for Next Meeting-**
9. **Adjournment – A motion was made by Roy Jackson to adjourn the meeting, seconded by Megan Miller. All in favor, none opposed. Meeting was adjourned.**

Next Meeting
March 24th, 2022 3:00- 4:00 PM



Del Norte County Advisory Board of the
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Advisory Board Membership Policy

Advisory Board will be made up of agency representatives from Del Norte County, and relevant stakeholders that will include a broad representation of key stakeholder groups found within the counties encompassed in the CoC as articulated in the HUD Interim Rule. Each Agency, Department or Division is allowed one Voting Member on the Advisory Board. Advisory Board members must adhere to the guidelines and responsibilities as outlined in the NorCal CoC Governance Charter. Advisory Board participation is mandatory for agencies receiving CoC funding. Designation of Officers such as a chair, vice-chair and secretary, can be made by nomination and appointed by majority vote.

There are **two types** of members:

a. Voting Member

A Voting Member is an Officer and must attend regularly scheduled Advisory Board meetings and shall have the authority to one vote on all action items. Designation of Officers such as a Chair, Vice-Chair, and Secretary, can be made by nomination and appointed by a majority vote of the Voting Members.

b. Participant

A Participant may participate in Advisory Board meeting discussions but do not have the authority to vote on any action items. There are no meeting attendance requirements for Participants.

Both member types must complete a membership application (Attachment B). The Del Norte County Advisory Board of the Norcal Continuum of Care will be made up of a minimum of three (3) Voting Members, a representative from Del Norte County and a relevant stakeholder(s), and a maximum of seven (7) Voting Members. The membership policy, and membership participation should be reviewed annually.

The Advisory Board Secretary will be responsible for maintaining records of all membership applications, and a roster of both participants and Voting Members.

If a Voting Member is aware that they will be unable to attend regularly scheduled Advisory Board meeting they are responsible for notifying the Advisory Board Chair, Vice Chair, or Secretary in advance. This will ensure that quorum will be met. Voting Members may send an alternate in their place from their agency.



Del Norte County Advisory Board of the

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Advisory Voting Members and Participants may be removed for good cause upon agreement of a two-thirds majority of Voting Members present at an Advisory Board meeting. Good cause may include but not limited to the following conduct:

1. Accumulating two consecutive absences without contacting the Advisory Board Chair, Vice Chair, or Secretary ("unexcused").
2. Refusing to participate in Advisory Board functions and responsibilities.
3. Engaging in activities not authorized by the Advisory Board that are disruptive or otherwise detrimental to the work of the advisory board.
4. Speaking on behalf of the CoC unless authorized to do so.

In all cases, before removal shall be implemented, the Advisory Board member subject to removal shall:

1. Receive written notice from the Advisory Board Chair and/or Vice-Chair, at least fifteen (15) days prior to the date of discussion, stating the grounds for removal including dates, times, and places that may be applicable.
2. Receive an opportunity to be heard by the Advisory Board Voting Members and Participant prior to a majority vote by the Voting Members on the removal issue.