



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

Advisory Board Meeting Minutes
September 24th, 2020
3:00pm to 4:00pm
Zoom Meeting Online

1. Call to Order/Quorum Established/Introductions

Meeting was called to order at 3:05 pm by Carmen Fong-Chavez. Quorum was established.

Present: Carmen Fong-Chavez (DHHS), Ranell Brown (DHHS), Megan Miller (HUD), Brandon Hill (DHHS)

2. Approval of Meeting Minutes from July 23rd, 2020 and August 27th, 2020

Motion to approve by Brandon Hill and seconded by Megan Miller. All approved, none opposed.

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

Megan Miller had comment: HUD applied for 40 mainstream vouchers. Vouchers are being allocated by the CARES act. These are targeted vouchers for households with at least one household member that is none elderly but disabled.

4. Updates

a. HHAP funding- Carmen Fong-Chavez

No change from last meeting, we are currently waiting for the CoC to respond.

b. Mobile Showers Project- Carmen Fong-Chavez

Agreement has been fully executed effective September 8th, 2020. Moving forward we will be getting quotes for a two-unit combination toilet and shower with one being ADA compliant. Brandon Hill inquired if this would be available 5 days a week, Carmen Fong-Chavez replied that this project is being run by the Senior Center and they will be in charge of finalizing a schedule. Brandon Hill inquired if anything were to happen to the unit and it was damaged if the County or the Senior Center would be responsible. Carmen Fong-Chavez replied the County does have \$10,000.00 in the budget for operational costs since the Unit and Truck to haul it are County Property. There will be more discussions happening on the details and how funds are allocated.

c. Updates from Executive Board Meeting- Ranell Brown

1. Brown Act Training

One of the takeaways from the training would be that if we establish any sub committees they would subject to the Brown Act for their meetings as well. If the meetings were an ad hock or workgroup situation, then they would not need to follow the Brown Act. Such as our PIT committee workgroups.

2. Governance Charter

We voted and updated some language on page 9 of the Governance Charter concerning the appointment for the Executive Board appointments. There was a caveat added that any language in the Governance Charter could be changed at a later date if needed by the Governance Charter Committee as well. Jerry Robertson was appointed for the Board in Siskiyou County and alternate of Cammie Rittmire. Shasta County's position is still vacant.

3. HEAP Interest

The Lead Agency is going to send a letter to all eligible County's to inquire if those agencies are interested in that allocation. The only requirement was that the County would have had to receive the HEAP funding already and that it be used for HEAP activities. The amount is around \$32,000.00 there will be an update on the actual amount at next meeting. They are looking at the Methodology they have used in the past such as 80% of the PIT Count and 20% of those that have contracts with the lead agency. Not all Organizations have a participation agreement with the Lead Agency. Del Norte County pays \$5000.00 a year to maintain our Participation Agreement with the Lead Agency.

4. Strategic Plans

There are talks about updating our Strategic Plans at the Executive Board and Local Board level. Executive Board's is expiring in December. We will need to see when ours expires. Carmen Fong-Chavez believes she has a copy and will forward to Board members.

d. Community COVID-19 Updates- Ranell Brown

1. Current active cases are at 4 active cases of the 79 total positives.
2. The non-congregate shelter also known as Project Room key is at full capacity with 44 Adults and 9 Children. We have 79 individuals that make up 66 households on the waitlist.
3. Community showers have been moved to the Rec Center.
4. Our application for Project Homekey has been accepted and we have received confirmation of reserved funding which means they are potentially holding those funds for us as we go through the confirmation process and start submitting the required documents. We have a potential closing date of 11/30/2020.
5. The Slater Fire affected Del Norte County residents causing evacuations which included two of our own Board members Ranell Brown and Megan Miller. A temporary emergency shelter was established at the fairgrounds. We saw approximately 275 evacuees and provided temporary shelter for about 140 individuals in hotels for the night. There was outreach to the homeless during that time as well which allowed us to provide some resources to homeless individuals and connected one individual with Behavioral Health services. Megan

Miller added that she was extremely grateful that her family was safe and they had local family members to stay with to reduce the stress on her children. Ranell Brown stated that several businesses and local residents came and dropped off supplies and food so it was a great experience to see the community come together. Megan Miller inquired how COVID effected the shelter. Ranell Brown stated that people came to the fairgrounds and checked in. They were then screened the individuals for symptoms and put them in hotel. There was supposed to be a training actually coming up that they would run through what it looks like to have emergency evacuation site with COVID but that hadn't happened yet so it was a good experience to see what areas they can improve on and what went well.

e. AB Membership Policy- Ranell Brown

No current updates, we sent out updates last month. Carmen Fong-Chavez will send out to NorCal CoC for their records.

f. Coordinated Entry- Kintay Johnson

g. Grove Project- Kintay Johnson

Kintay Johnson is not in attendance for this meeting. Motion made by Megan Miller to move items 4f and 4g to October's Advisory Board Meeting, Ranell Brown Seconded. All approved non opposed.

5. Discussion

No discussion items for today

6. New Business

a. Adding link to Del Norte CoC items on the County Website, or linking to Shasta County CoC page- Carmen Fong-Chavez

Vote is needed from Advisory Board Members. Motion made by Brandon Hill to add link for our CoC AB Meeting Minutes and Agendas to Shasta County's home page. Seconded by Megan Miller. All approved non opposed.

b. New CoC AB membership application- Carmen Fong-Chavez

Daphne Cortes-Lambert has applied to be a Del Norte County CoC Advisory Board member. Megan Miller Motioned to approve Daphne Cortes-Lambert's application, seconded by Ranell Brown. All approved non opposed.

7. Discussion items for next meeting

- a. Coordinated Entry-Kintay Johnson
- b. Grove Project-Kintay Johnson
- c. Mission Possible Updates-Daphne Cortes-Lambert
- d. Carry forward our normal topics- HHAP request for funding, Mobile Shower project, Updates from Executive Board Meeting, Community COVID updates
- e. AB Membership Policy
- f. Potential Advisory Board Members- potential Tom Kissinger from the Del Norte Unified School District. Megan Miller suggested waiting for Daphne Cortes-Lambert to See if she has any suggestions as well. We will discuss at the next meeting.

8. **Adjournment**

Motion to adjourn by Ranell Brown Seconded by Megan Miller all approved non opposed. Meeting adjourned at 3:55pm

**Next Advisory Board
Meeting
October 22nd, 2020
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.**