

**MEETING MINUTES**  
**HMIS/COORDINATED ENTRY SYSTEM COMBINED COMMITTEE**  
**Of**  
**BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE**  
**January 6th, 2020**  
**Housing Authority of the County of Butte Training Room**  
**Chico, CA**

**COMMITTEE MEMBERS PRESENT:**

Thomas Tenorio, CAA  
Sarah Frohock, BCDBH  
Angie Little, HACB  
Shelly Watson, Jesus Center  
Nancy Jorth, Youth for Change  
Eliza Dyer, Catalyst  
Debbie Villasenor, Housing Consultant  
Staci Parisi, DESS  
Christy Taylan, Caminar  
Joy Amaro, True North Housing Alliance  
Don Taylor, Butte County

**RECORDING SECRETARY:**

Krystal Tyranowski, CAA

**OTHER ATTENDEES:**

Scott Rich, HMIS Support  
Robyn Gerfen, Torres Shelter  
Tim Hawkins, CAA  
Lorilyn Manwarren, Ampla Health  
Brianna Harvey Butterfield, DESS  
Scott Rich, HMIS Support  
Kari Harms Braftby, Ampla Health  
Marc Alvidrez, CHAT  
Nicole Stallcup, Ampla Health  
Carolina Cruz, Catalyst  
Amanda Gaylord, CHAT  
Keesha Hills, OSCIA  
Kevin Thompson, OSCIA  
Stefan Spirk, CAA

**COMMITTEE MEMBERS ABSENT:**

Lisa Currier, CCAT  
Deanna Schwab-Safe Space  
Gisela Nieto, Ampla Health  
Jennifer Alpern, Oroville Hope Center

Tara Sullivan-Hanes, 211  
Shaloma Wolske, VRC  
Leslie Johnson, CHAT

**Welcome/Introductions:** T. Tenorio opened the meeting at 1:12 p.m. All committee members present introduced themselves. T. Tenorio updated committee members that a transition is taking place not only for Lead Agency for the Continuum of Care but the HMIS and CE Committees will also be transferring Lead Agency over to the County of Butte.

**Approval of Minutes:** The minutes for the HMIS Committee Meeting on October 14<sup>th</sup>, 2019, Combined HMIS/CE Meeting of November 4<sup>th</sup>, 2019, combined HMIS/CE Meeting of December 9<sup>th</sup>, 2019 were approved by consensus per the corrections noted.

**Status of New System Improvements:** D. Taylor updated the HMIS/CE Committees regarding the status of the New System Improvements. Regarding CESH a Housing Navigator is expected by the end of January. There is an opportunity to have Regional Technical assistance from HUD and have asked for the maximum amount of hours to be used for technical Assistance for CES and the maximum amount of hours in assistance for

HMIS. The County of Butte is trying to acquire as much assistance necessary. Future meetings may be held at a different venue and meeting support will be ultimately changing over to the County of Butte as well. The County of Butte hopes to have as many as two Navigation Centers for improving the mechanics of the HMIS System.

**Committee Members Review of Annual Community Queue Updates & Special Reports:** S. Rich reviewed the updated Community Queue with the HMIS/CE Committees regarding the changes to be expected during and after the transition is made. The special reports in particular were created to help clean up the data that was insufficient. The reports like the LSA report will be transferred to the County of Butte and data clean-up will help aid in keeping the reporting as accurate as possible. The previous year's LSA report took about 3-4 months through HUD, and the system performance measures will also be implemented.

S. Rich spoke to the data entry clean-up efforts and believed it was progressing well and expressed that during the transition it will be closely monitored to ensure data quality is maintained. HMIS support will continue to provide the Community Queue reports during the transition and the policies and procedures will remain in place during the transition process. It was further added that reports like the HIC and PIT will reflect the drop in inventory of Beds available for future application for Grants that this information is pertinent to. This documentation will be vital when reflecting the real struggles that Butte County is experiencing in the Homelessness/Housing Crisis.

T. Tenorio added the progress made in the reduction of 15 individuals within the Community Queue. It was also stated that public posting and referral efforts have been appropriately made in order to aid in these efforts. Data will become available for visibility between agencies in order to further meet the needs of the community and those entered into the community queue. S. Rich included that it will be the responsibility of the County of Butte to share the information of which agencies have signed and been approved for access to the visibility of data within the Community Queue. D. Taylor further relayed the County of Buttes desire to refine the Client Acknowledgment form. T. Tenorio asked the HMIS/CE Committee Members how much more time is required to accomplish the further necessary clean-up of data and it was established the updates regarding the clean-up update will be added to the agenda in February.

**Update for Training for VI-SPDAT Training** – J. Amaro updated the HMIS/CE Committee Members regarding the status of the VI-SPDAT training. It was reported to committee members that the VI-SPDAT training has been met with challenges. The individual who was going to be administering the trainings is no longer available. It was expressed that the training will have to be transferred to the Navigator with the County of Butte. This further delays the trainings but will ultimately aid in the continuity of the trainings to be administered. It was stated that training and certifications are a priority.

***Next Meeting – Monday, March 9, 2020 at 1:00-3:00 P.M.***

**ADJOURN – 2:29 PM**