



# Butte Countywide Homeless Continuum of Care

## Butte County Continuum of Care

### Councilmember Minutes

Monday January 09, 2023

1:00 PM to 3:00 PM

Zoom Meeting Hosted by: Butte County Employment & Social Services

#### COMMITTEE MEMBERS PRESENT:

Amber Abney-Bass, Jesus Center  
Anastacia Snyder, Catalyst  
Ann Winters, Greater Chico Task Force  
Brad Brunner, Caminar  
Ed Mayer, HACB  
Ian Clement, DESS H&H  
Jennifer Macarthy, City of Chico  
Marie Demers, City of Chico  
Meagan Meloy, BCOE  
Tami Ritter, BC Board of Supervisors

#### COMMITTEE MEMBERS ABSENT:

Emily Pereira, Youth for Change  
Eric Smith, City of Oroville  
Josh Jamison, Oroville Hope Center  
Keesha Hills, OSCIA  
Marin Hambley, Stonewall  
Sarah Frohock, BCDBH  
Steve Culleton, Town of Paradise

#### OTHER ATTENDEES:

Tara Sullivan-Hames, Butte-Glenn 211  
Erin Kennedy, Boys and Girls Club  
Shelby Boston, DESS  
Cathryn Carkuff, Home & Heart  
MaryJo Alonzo, City of Chico  
Rebecca Henderson, Probation  
Matt McCoy, VSO  
Amy Bergstrom, City of Oroville  
Pahua Thao, DESS H&H  
Pamela Beeman, Chico Area Interfaith Council  
Kaitlyn Sherrill, DESS H&H

#### OTHER ATTENDEES CONT:

Erin Murray, DESS H&H  
Jeri Cummings, Public Health  
Melody Proebstel, United Way of Northern California  
Kathleen Sweeney, Tami Ritter's Office  
Debbie Villasenor, Housing Consultant  
James Wilson, Anthem Blue Cross  
Jessica Gianola, CHAT  
Annaliesa Batts, DESS  
Andrea Mox, Stonewall Alliance  
Patrizia Hironimus, DESS H&H  
Charles Withuhn, North State Shelter Team  
Nick Fashing, DESS  
Mary Kay Benson, North State Shelter Team  
Mary Newman, Passages  
Michael Weber, Chico Enterprise Record  
Elisa Rawlinson, DES H&H  
Troy McClanahan, DESS H&H  
Santy Gray, BCOE  
Patrick Telles, LSNC  
Tracey Gillihan, Butte-Glenn 211  
Samantha Davis, Ampla Health  
Jay Coughlin, DESS H&H  
Susan Roll, CSUC  
Caitlin Davis-Rivers, CHAT  
Wendy Lo, DESS H&H  
Shelly Miller, Children and Families Commission  
Tim Hawkins, CAA  
Monica Soderstrom, Public Health  
Amie Decker, Nation's Finest  
Joshua Roberts, VA  
Renee Bauer, State Council on Developmental Disabilities

**CoC Coordinator:** Briana Harvey Butterfield, DESS H&H      **Recording:** Erin Murray, DESS H&H

## **ORDER OF BUSINESS**

1. **CONVENE MEETING AND ESTABLISH QUORUM:** The meeting was called to order by A. Snyder, Chair, at 1:06 P.M. This meeting is being recorded. Roll call of the councilmembers was completed by A. Snyder whom facilitated the meeting. It was determined that there were enough councilmembers were present to establish a quorum.
  
2. **APPROVAL OF MINUTES – ACTION:** A motion was made to approve the following minutes:
  - a. December 12, 2022 – CoC Council Meeting  
  
Motion: M. Demers  
Second: Ann Winters  
Opposed: None  
Abstain: I. Clement and J. Macarthy
  
3. **VETERAN’S AFFAIRS SUICIDE PREVENTION AND HOMELESS PROGRAM – INFORMATION:**  
D. Taylor was not available to present, agenda item tabled for next meeting.
  
4. **2023 POINT IN TIME – INFORMATION:**  
J. Coughlin provided an update on 2023 Point in Time (PIT). We are still looking for volunteers to participate, an additional email went out with information on how to register. There are two more trainings available for volunteers: virtual on Wednesday January 11, 2023 from 9a - 11a and in person on Wednesday January 18, 2023 3p - 5p in Chico and Oroville.

Reminder that the Known Locations Survey is available in the Counting Us application, this allows maps to be printed with known encampments identified. Known Locations Survey will no longer be available as of Wednesday afternoon.

5. **HOUSING AND HOMELESSNESS INCENTIVE PROGRAM (HHIP) APPLICATION RANKING – INFORMATION:**  
E. Murray stated that a memo regarding HHIP applications is in the CoC packet. As noted previously, Managed Care Plans (MCP) have made HHIP funds available to local service providers. A CoC Review & Ranking committee completed the rank and review process and provided the ranking to the MCPs. The attached memo includes the ranking from highest to lowest for each of the three funding categories: Street Outreach, Flexible Financial Assistance, and Enhanced Housing Navigation. The ranking provided to MCPs will be taken into consideration for final funding decisions, but the decisions are solely those of the MCPs. At this time, there is no timeline for final decisions.

*Questions/Comments:*

A. Snyder: How much funding is available for each category?

E. Murray: Street Outreach \$300,000, Flexible Financial Assistance \$400,000, and Enhanced Navigation \$500,000.

D. Villasenor: Can you remind folks of the short timeframe for spend down of money and the reimbursement process?

E. Murray: Funds must be expended by December 31, 2023. After contracting, the MCPs can provide some of the funds upfront and will then make regular disbursements. MCPs and the agencies selected have opportunity to negotiate contract parameters.

A. Snyder: There is no local contracting for these funds, agencies will be contracting directly with MCPs.

E. Mayer: Is there approval needed by CoC council?

A. Snyder: No.

**6. APPOINT COUNCIL MEMBER: EMPLOYMENT AND SOCIAL SERVICES ORGNATIZATIONS – ACTION:**

A. Snyder stated that the Council will now fill D. Taylor’s vacated Employment and Social Services Organizations seat. This is a Council only vote to complete D. Taylor’s remaining term of 1 year. The Survey Monkey link will be provided to Council only via email. Nominations include Tim Hawkins of CAA and Briana Harvey-Butterfield of DESS H&H and appointment will be announced at the end of this meeting.

I. Clement abstained as an employee of DESS H&H.

Vote results: A. Snyder announced at the end of the CoC meeting that Briana Harvey-Butterfield has received a majority of votes and will be taking over the Employment and Social Services Organizations Council seat effective immediately.

**7. ANNUAL CONFLICT OF INTEREST DISCLOSURE STATEMENT – INFORMATION:**

E. Murray stated that the CoC Conflict of Interest Policy is located in the packet and that all Council and Voting Members will need to submit an updated Conflict of Interest form. The fillable form will be sent to required persons via email.

A. Snyder: Even though the form in the packet says sample, this is the approved disclosure statement.

**8. AGENDA ITEMS POLICY - INFORMATION**

E. Murray provided a reminder about the Agenda Items Policy, which can be found in the CoC packet and in the CoC website under Governance. Make sure agenda items submitted relate to housing and homelessness concerns.

*Questions/Comments:*

D. Villasenor: Is there an exception to the policy for grants or things with sensitive timelines?

E. Murray: Each item submitted will go to the Chair and Executive Committee for review.

A. Snyder: There is a caveat in the Governance Policy that if there is a time sensitivity, an Executive Council member can act on behalf of the CoC.

**9. LEAD AGENCY, COLLABORTIVE APPLICANT, and ADMINISTRATIVE ENTITY UPDATES – INFORMATION:**

B. Harvey-Butterfield: We are working through transitions, hiring for Program Manager, with interviews to follow PIT. The person selected for Program Manager will be the new CoC Coordinator.

Also, we did follow up HCD regarding the status of 2022 Emergency Solutions Grant: Balance of State. HCD stated that we can expect to hear award announcements at the end of March.

D. Villasenor: are they going to accommodate these delays in the overall term of the grant and spend down of money.

B. Harvey-Butterfield: We will note that in our follow up and will initiate that conversation.

E. Murray: Homeless Housing, Assistance, and Prevention Round 4 allocations have been released by Cal ICH. As per the CoC vote, CoC elected to reallocate CoC funds to County for a joint application. The joint application was submitted late 2022. As soon as funds are secured, the County will initiate the Request for Proposal process. CoC Allocation: \$1,337,258.99, County Allocation: \$1,254,638.05.

**10. COMMITTEE REPORTS – INFORMATION:**

Chronic Homeless: S. Storkan reported that the committee met in December, and the next meeting is scheduled for February 22 at 130a via Zoom.

Governance: B. Harvey-Butterfield reported that the next meeting is schedule for weds January 11 from 10a - 11a.

HMIS/CES: E. Rawlinson reported that the committee did not meet in January but will be meeting February 6.

Households with Children: M. Meloy reported that the committee is meeting January 10 at 1p. In the December meeting attendees discussed coordination of events and family outreach over the holidays.

Veterans: M. McCoy reported that the last meeting was December 7 and that there has not been a meeting sense. There is a newly elected chair, Matt McCoy, and Vice Chair John Zepeda. The next meeting is scheduled for January 18 from 2p - 3p.

Equity: B. Harvey-Butterfield reported that there was no December meeting, and that the committee is still working to reestablish. Through HHIP, the County is working on contracting for Anti-Racism, Equity, Diversion, and Inclusion training for the CoC.

**11. COALITION AND JURISDICTION REPORTS/UPDATES – INFORMATION:**

Greater Chico Homeless Task Force: A. Winters reported there was no meeting in December, next meeting scheduled for January 19.

Board of Supervisors: Sup Ritter reported no updates.

City of Chico: J. Macarthy reported no updates.

**12. ANNOUNCEMENTS/NEXT MEETING:** *The next CoC Council Meeting will be on Monday February 13, 2023.*

M. Alonzo stated City of Chico is doing outreach for the HUD annual action plan. A public meeting is scheduled for Thursday January 12 at 6p. Public service applications are available, if agencies are interested in applying for funding from the City. The applications are available online and due February 4. City of Chico is hosting a virtual meeting regarding applications on Thursday January 12 at 10a.

E. Mayer stated that the HACB Section 8 waiting list will be opening at the end of January.

**13. ADJOURNMENT:** The meeting was adjourned at 1:42 P.M.