



## Butte Countywide Homeless Continuum of Care

### **BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE COUNCIL MEMBER MEETING MINUTES**

**Tuesday, September 15, 2021**

**2:00 P.M. to 4:00 P.M.**

**Zoom Virtual Meeting Hosted by Butte County Employment & Social Services**

#### **COUNCIL MEMBERS PRESENT:**

Angela McLaughlin, Safe Space  
Don Taylor, DESS Housing & Homeless  
Emily Bateman, Youth for Change  
Eric Smith, City of Oroville  
Joy Amaro, True North Housing Alliance  
John Mitchell, Christian Faith Center  
Keesha Hills, OSCIA  
Marie Demers, City of Chico  
Marin Hambley, Stonewall Alliance  
Megan Meloy, Butte County Office of Education  
Sarah Frohock, Butte County Dept. of Behavioral Health  
Josh Jamison alt for Stephanie Hayden, Oroville Hope Center  
Tami Ritter, Butte County Board of Supervisors  
Thomas Tenorio, Community Action Agency

#### **COUNCIL MEMBERS ABSENT:**

Anastacia Snyder, Catalyst Domestic Violence Services  
Ed Mayer, Housing Authority of the County of Butte  
Steve Culleton, Town of Paradise

#### **CoC COORDINATOR:**

Don Taylor, DESS Housing & Homeless

#### **RECORDING and ZOOM MONITOR:**

Erin Murray, Housing and Homeless

#### **OTHER ATTENDEES:**

Alexis Duckett, Northern Circle Indian Housing Authority  
Allison Saechao, Butte College  
Amber Abney-Bass, Jesus Center  
Amber Benedict, CHAT  
Andrea Mox, Stonewall Alliance  
Ane Watts, Anthem Blue Cross  
Angie Little, Housing Authority of the County of Butte  
Ann Winters, Catalyst Domestic Violence Services  
Brad Brunner, Caminar  
Dawn Blackhorse, Butte College  
Debbie Lucero, Butte County Board of Supervisors  
Debbie Villasenor, Housing Consultant  
Elisa Rawlinson, DESS Housing & Homeless  
Erin Murray, DESS Housing & Homeless  
Hillary Crosby, Caring Choices  
Isabel Alaniz-Alvarado, DESS Housing & Homeless  
Jaymee McLaughlin, CUSD  
Kayla Davis - DESS Housing & Homeless  
Larry Langwell, CSUC  
Leslie Johnson, CHAT  
Luann Manss, Caring Choices  
Lydia Jimenez, CalOeS  
Melody Proebstel, United Way  
Michael Wright, DESS Housing & Homeless  
Nancy Jorth, Youth for Change  
Sawyer Lamontange, CHAT  
Scott Kennelly, BCDBH  
Shelly Storkan, BCDBH  
Sherry Morgado, Housing Tools  
Wendy Lo, DESS Housing & Homeless

## **ORDER OF BUSINESS:**

- 1. CONVENE MEETING AND ESTABLISH QUORUM:** The special meeting was called to order by First Vice Chair Don Taylor at 2:02 p.m. This meeting is recorded. Council Member roll call completed by Don Taylor, it was determined there are enough Council Members for a Quorum. No field introductions were done, all other attendees entered their names in the chat.
- 2. APPROVAL OF REVIEW AND RANKING PROCEDURE FOR 2021 COC PROJECT APPLICATION:** Don Taylor explained the purpose of the special meeting is to approve the Review and Ranking procedure for the 2021 CoC project application. The Notice of Funding Opportunity (NOFO) was released on August 18, 2021, not to be confused with ESG and HHAP funding that has also been released. Proposals for the CoC Project Application will be reviewed and ranked and put into a priority list which will then be voted on by the CoC Council. Selected applications will then be incorporated into a larger consolidated application. There will be an orientation meeting next Tuesday that goes into greater detail about submission of projects. The consolidated application is made up of three different parts: “Fiscal Year 2021 CoC Application” provides information about the entire CoC as a planning body scored competitively against other CoCs across the country, the “Project Application” which is the individual renewal or new applications that are submitted for services being provided, and “Fiscal Year 2021 CoC Priority Listing” where the individual project applications are listed in a ranked order. In order to maximize points for consolidated application, we have to show that we have a clear and consolidated process for selection of programs. To aid in this endeavor, we have contracted with Housing Tools to guide us through this process and to complete an independent, third party review for the review and ranking. Suzi Kochems is also contracted to assist with the application process.

Sherry Morgado presented the Review and Ranking process and applicable changes. The process that the CoC uses at the local level to advertise the availability of the funding must be a clear and transparent process that provides a foundation for the CoC in the consolidated application process. The Review, Score, and Ranking Procedures have been updated to include specific 2021 NOFO requirements. Note that there is an error found on this sheet, the language “and new DV Bonus Projects” will be removed as it is incorrect. A new ranking methodology was also added to align with the current NOFO: Rapid return to housing and severity of barriers experienced by program participants is new to the ranking process. A previously separate sheet of procedure regarding the CoC process after the recommendations of Housing Tools, was condensed into this Review and Ranking procedure document. Tom Tenorio stated that this document has worked for the CoC in the past as it is aligned with HUD requirements.

Sherry Morgado presented the Process for Reallocation. This document has no proposed changes and is still meeting all HUD application requirements. The reallocation process is required because HUD is focused ensuring that funds are invested as wisely as possible. When a project is not performing well, HUD expects the CoC to have a process to reallocate funds to other projects as necessary. Debbie Villasenor stated that in the past, BCDBH decided to reallocate funds because it was recognized that some grants needed to be downsized as there was other projects coming on board due the Camp Fire that may be able to benefit more from the funds. There is HUD initiative for these funds to be used in a way that benefits the community as a whole.

Sherry Morgado reviewed the timeline changes based on NOFO release and Consolidated Application due date. This has been formulated to meet HUD requirements, to be able to complete the review process, and to follow the internal deadlines that HUD has. If approved, everything will be posted on CoC website and will be reviewed at

orientation next Tuesday. After applications are ranked, the project applicants will then input their applications in e-snaps. Debbie Villasenor reminded everyone that this is a two-step process, there is a local CoC competitive application that is submitted for ranking, and then after ranking the applications are submitted to HUD.

Sherry Morgado reviewed the ranking spreadsheet and explained that HUD requires are all projects be ranked and placed within tiers. Tier 1 amount is equal to 100% of the annual renewal demand which is \$611,763 this year. Projects that are applying for the DV Bonus through a new project or expansion project still has to be ranked in Tier 1 or Tier 2. The Council may decide to move project rankings they are ranked by Housing Tools. If HUD determines the CoC to be eligible to DV Bonus funds, the DV Bonus indicated projects would be pulled from Tier 1 and 2 to be funded separately, which would then bump up the other projects ranked in the tiers. Sherry Morgado stated that there are two potential bonuses available: the CoC Bonus and DV Bonus. For both bonuses, the CoC must demonstrate through the decision making process and documentation submitted, that the CoC was looking carefully at performance of projects and reallocating lower performing project funds to higher performing projects. Leslie Johnson asked if renewal projects still have to submit an application and if there an opening for new projects. Sherry Morgado clarified that renewal projects have to reapply so that all projects are reviewed on equal footing. Don Taylor stated that several months ago, current projects were asked if they intended to renew, everyone at that time had anticipated reapplying for their grant. County staff will be reaching out again to see if there are any changes in renewals to identify if there may be funds that will not be used. Tom Tenorio stated that submitting a letter of intent is always a good idea, sometimes HUD shifts priorities and renewal projects may not be able to make adjustments to match the priority shifts.

Sherry Morgado discussed the project application and that it will be covered in detail in orientation next week. This project application was modified to align with the application that must be completing within e-snaps. Ann Winters questioned whether or not the DV Bonus is for new and expanded projects as stated verbally or if it will apply to new projects only as written on the application cover sheet. Sherry Morgado confirmed that it can apply to new or expanded projects and that the application cover sheet will be updated.

Don Taylor asked for motion to approve Review and Ranking Procedure for the 2021 CoC Application with amendments as specified.

Motion:	Tami Ritter
Second:	Marie Demers
Opposed:	None
Abstained:	None

Don Taylor stated that all approved documents would be sent out via email and that the calendar event will be sent for the upcoming orientation next Tuesday, September 21, 2021 from 2pm to 4pm. Debbie Villasenor recommended reading the NOFO prior to the orientation to be able to come prepared with questions and needed technical assistance.

**3. Adjourned:** 2:56 p.m.