



Butte Countywide Homeless Continuum of Care

Monday, September 15, 2025, 1:00 p.m. – 3:00 p.m.

Council Member Meeting

Butte County Employment & Social Services

765 East Ave. Chico, CA – First Floor, Candor Room

CoC Council Members:

Allan Dikes	Angie Little	Heidi Lange	Matthew McCoy
Amber Abney-Bass	Brad Brunner	Jennifer Zellers	Sarah Frohock
Anastacia Snyder	Brittnie Paxman	Josh Indar	Tami Ritter
Angel Calderon	Erin Murray	MaryJo Alonzo	Tracy Johnstone

CoC Coordinator: Wendy Lo
Recording: Housing & Homeless

AGENDA

- 1) Convene Meeting and Establish Quorum *A. Abney-Bass*
- 2) Approval of Minutes - ***ACTION*** *A. Abney-Bass*
 - A) August 18, 2025, CoC Meeting Minutes
- 3) Butte County Behavioral Health: Behavioral Health Services Act - ***DISCUSSION*** *S. Casale*
- 4) 10-Year Strategy Update - ***INFORMATION*** *S. Morgado*
- 5) CoC Elections Policy and Procedure - ***ACTION*** *W. Lo*
- 6) HHAP Fund Reallocation and Review & Ranking Process - ***ACTION*** *T. Ritter*
- 7) Lead Agency, Collaborative Applicant, Administrative Entity Updates – ***INFORMATION*** *E. Murray*
- 8) Committee Reports – ***INFORMATION*** *All*
- 9) Jurisdiction Reports/Updates – ***INFORMATION*** *All*
- 10) Announcements *All*
- 11) Next Meeting – Monday, October 20, 2025: Council Member Meeting
Butte County Department of Employment & Social Services to host Virtual Meeting
- 12) ***ADJOURN***



Butte Countywide Homeless Continuum of Care

Continuum of Care Meeting
September 15, 2025, 1:00 p.m. – 3:00 p.m.

CoC Agenda Item #2

August 18, 2025 Meeting Minutes



Butte Countywide Homeless Continuum of Care

Butte County Continuum of Care

All Member Meeting Minutes

Monday, August 18, 2025 1:00 PM to 3:00 PM

Virtual Meeting Hosted by: Butte County Employment & Social Services

COUNCIL MEMBERS PRESENT:

Amber Abney-Bass, Jesus Center
Anastacia Snyder, Catalyst
Angel Calderon, City of Gridley
Angie Little, HACB
Brad Brunner, Caminar
Erin Murray, DESS
Jennifer Zellers, Youth for Change
MaryJo Alonzo, City of Chico
Tami Ritter, BC Board of Supervisors
Tracy Johnstone, City of Oroville
Josh Indar, BCOE
Sarah Frohock, BCDBH

COUNCIL MEMBERS ABSENT:

Brittnie Paxman
Heidi Lange, Town of Paradise
Matthew McCoy, DESS VSO
Allan Dikes, ORC

CoC Coordinator:

Wendy Lo, DESS

Recording:

DESS Housing & Homeless

OTHER ATTENDEES:

Ann Winters, Catalyst
Monica Soderstrom, Public Health
Jay Coughlin, DESS
Faith DeLeon, Butte-Glenn 211
Debbie Villasenor, Housing Consultant
Halle Brown, NCIHA
Megan Zellers, DESS
Kenneth Huenink, DESS
Cory Turner, Legal Services of Northern California
Nick Fashing, DESS
Tracey Gillihan, Butte-Glenn 211
Wendy Cumberland, DESS
Pamela Beeman, Interfaith Council
Dulce Sanchez, DESS
Erin Kennedy, Boys and Girls Club of the North Valley
Lynann Pilley, ORC
Taylor Bunch, True North
Leslie Johnson, CHAT
Rayna Bryson, DESS
Jessika Allen, Safe Space
Mary Neumann, Passages
Tim Hawkins, CAA
Leslie Heino, CHAT
Pahua Thao, DESS
Matt Miller, DESS
TJ Hansell, OSCIA
Kevin Thompson, OSCIA
Lisa Torres, OSCIA
Brittiney Norman, True North
Tanya Lindquist, DOR
Asya Chalmers, BCDBH
Shelly Watson, Jesus Center
Amanda Gaylord, Safe Space

ORDER OF BUSINESS

1. CONVENE MEETING AND ESTABLISH QUORUM

The meeting was called to order by Brad Brunner, Second Chair at 1:02 pm. Roll call of the council members was conducted, and a quorum established. The meeting was facilitated by Brad Brunner and occurred virtually via Zoom.

2. APPROVAL OF MINUTES – ACTION

A motion was made to approve the meeting minutes for July 21, 2025.

Motion: Anastascia Snyder
Second: Tami Ritter
Opposed: None
Abstained: Josh Indar, Sarah Frohock

3. ANNOUNCE COUNCIL OFFICER NOMINEE

W. Lo presented the CoC nomination for the vacant the Council Officer seat for First Chair. A single nomination was received and the Lead Agency recommends electing the nominee. The vote is Council only and would be conducted via Survey Monkey, with the results announced at the end of the meeting.

A motion was made to move forward with the voting for the First Chair.

Motion: Tracy Johnstone
Second: Anastacia Snyder
Opposed: None
Abstained: None

After the electronic vote, W. Lo presented the results. 13 votes were received and Angie Little was unanimously voted in as First Chairperson.

4. POLICY AND PRODECURE UPDATE

E. Murray presented the Governance Committee update to Policies and Procedures, specifically within the Written Standards for Street Outreach. The State is encouraging jurisdictions to employ person-centered, Housing First and trauma informed approaches to addressing people that are residing in encampments. Adopting a policy regarding encampments is also a requirement for the Homeless Housing, Assistance and Prevention Round 6 (HHAP 6) grant application.

The verbiage inserted into the Policies and Procedures matches the guidance from California Interagency Council on Homeless as required by HHAP 6 with one addition. The proposed verbiage includes that the CoC does not

have any authority over encampment cleanups, but that it will encourage enforcement partners to follow the guidance. This addition is in alignment with what CoC membership agencies are already doing, but is being added in writing to comply with grant requirements.

A motion was made to accept the language as it is on the Governance Committee update to policies and procedures.

Motion: Tami Ritter
Second: Amber Abney-Bass
Opposed: None
Abstained: None

5. HOMELESS HOUSING, ASSISTANCE AND PREVENTION ROUND 5 UPDATE

E. Murray shared an update for Homeless Housing, Assistance and Prevention Round 5 (HHAP 5). Due to the ambiguity around the word “outreach” in the second addendum of the previously issued HHAP 5 Request for Proposals (RFP), the County has decided to collapse the RFP and any tentative awards announced in June 2025 were nullified/canceled and the process is completely closed out.

DESS will issue a new HHAP Round 5 RFP as soon as possible. The new RFP will be different as there have been significant changes since the previous RFP was released in March 2025 and the release of the new RFP. E. Murray encouraged agencies to pay very close attention to the details within the RFP.

E. Murray also noted that there is no preference given to the previous applicants, new applicants are welcome to apply, and interested agencies must submit an application. Only applications received for this RFP will be considered. E. Murray advised everyone to sign up for Public Purchase now to receive timely notifications. DESS will also continue to send out information to the CoC Listserv.

E. Murray noted a typo in the memo attached in the agenda packet, as of right now, the RFP is scheduled to be released August 25, 2025, not August 18, 2025. Once date is finalized and released, DESS will notify membership.

All agencies that applied in the last RFP, whether or not they were awarded, have received their debriefings.

Question: how can applicants this round be treated equally when some did not apply previously and were unable to receive feedback.

Response: the debriefing process is done by General Services based on their processes and that she would have to reach out to them.

Question: Could you share the County’s policy for how these types of situations are handled in the event that an RFP is collapsed on, if there is a procedure?

Response: E. Murray will connect with General Services.

Question: do all applicants have the opportunity to reach out to the DESS team when they are preparing their application?

Response: yes, there is a Question and Answer period during the RFP, but the questions are related to the content of the RFP and feedback cannot be provided regarding potential proposals.

6. COMMUNITY SPOTLIGHT: CHICO HOUSING ACTION TEAM

Presented by Sarah Graham from Chico Housing Action Team (CHAT).

CHAT has been in place since 2013, providing essential housing and support services to vulnerable populations coming from homelessness. They support veterans, students, youths, families, chronically homeless, seniors, individuals with mental or behavioral health challenges.

CHAT is mostly operated based in a series of scattered sites around Chico. They have 155 housing units, 20 shelter cabins that are based at the Everhart Village, 57 houses all around Chico. 16 properties are owned by CHAT and 41 properties are master leased from owners who are willing to rent their properties to CHAT.

There are 35 staff members, split between Everhart Village, the social services department, finance, property management, and maintenance. The food and furniture programs are 100% volunteer-run.

S. Graham provided an overview of CHAT programs.

CHAT will be moving their main office to 1095 Nelson St STE 100, Chico, CA 95928 within the next two weeks, P.O Box will still be the same. There will be a hybrid setup for the social services staff and other staff members.

Builder's Village received funding, allowing CHAT to build a 61-unit project out on Highway 32 with an expected completion of December 2026.

7. LEAD AGENCY, COLLABORATIVE APPLICANT, ADMINISTRATIVE ENTITY UPDATE

E. Murray shared an update that HUD released a notification that they intend to release a Notice of Funding Opportunity (NOFO) this year for CoC Program Grant funds, even though last year they had indicated they were switching to a biennial process. There are several groups that are advocating for HUD to honor their original commitment and skip this year due to the planning that went into last year's process and the administrative burden of doing this every year. In the event that HUD proceeds with releasing the NOFO, DESS has a contract with Housing Tools to facilitate the process. E. Murray encouraged those who have a login to esnaps to sign in and make sure to reset your password now, if the NOFO is released, there will likely be a very short timeline for application solicitation and submission.

E. Murray also shared that DESS is in the process of making updates to the CoC website, most recently, a housing section has been added.

Question: Regarding HHAP 6, in the meeting minutes there were questions and there was some follow-up information and they want to circled back on it.

Response: If you have an existing program in HMIS, or equivalent, any addition or expansion is allowable, new interim housing programs would require justification. Existing housing included units do not include units currently under construction as they are not available for use. The Permanent Housing category can fund expansions, new projects, and existing projects. Adding new Interim Housing requires justification.

8. COMMITTEE REPORTS

Chronic Homelessness – No report.

Governance – E. Murray stated the Committee was working on the Policies and Procedures update. Next meeting is scheduled for August 27, 2025 at 1pm.

HMIS/CES – E. Murray stated that HMIS has been meeting regularly, last meeting was last Monday, they discussed LSA, training changes, and also an addition in HMIS that allows people to track emergency contacts. Next meeting will be September 8, 2025 at 1pm.

Households with Children – J. McLaughlin stated that the last meeting was last Tuesday. Discussed back-to-school supports for families that have children who are experiencing homelessness. Meeting occurs virtually on the first Tuesday of the month.

Equity – B. Norman, nothing to report. Next meeting will be September 17, 2025 at 1pm.

Veterans – No report.

Youth Homelessness – J. Indar stated that they are trying to find a new meeting time. Possibly first Monday at 1pm, TBD.

9. COULITION AND JURISDICTION REPORTS/UPDATES – INFORMATION

Oroville Homeless Coalition – Nothing to report.

City of Chico – M. Alonzo stated that the Ad Hoc Homelessness Committee met last Wednesday. They are meeting again August 27, 2025 at 3pm. If anyone wants any information, email MaryJo Alonzo.

City of Oroville – T. Johnstone stated that Mission Esperanza opened last week.

City of Gridley – A. Calderon stated that a homeless individual was found deceased in one of the abandoned buildings in Gridley. He wants to know what he can do about establishing some kind of infrastructure or emergency housing. Also, there was a groundbreaking ceremony evet last week for the opening of a psychiatric health facility for minors. This will be helping Butte County and neighboring counties keep youths closer to home

and not be places in Southern California or in the Bay Area. They also started a survivors of suicide support group and had a good turnout.

Town of Paradise – No report.

Board of Supervisors – Tami Ritter stated that there was nothing to report.

10. ANNOUNCEMENTS

D. Villasenor provided an update on Oleander Apartments on the Esplanade.

L. Torres announced that OSCIA has three rooms available for women or women with children through 3HP. 12 beds will be available soon, updates will be provided when available.

C. Marks announced that Restoring Our Community has a house available in Thermalito called Community House. It is an 8-bedroom house, 3 of them are shared rooms and the other 5 are single rooms.

11. NEXT MEETING – MONDAY, September 15, 2025

Meeting will be held in-person.

Location: DESS Chico Condor Room

12. ADJOURN

Meeting was adjourned at 2:10pm



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Continuum of Care Meeting
September 15, 2025, 1:00 p.m. – 3:00 p.m.

CoC Agenda Item #5

CoC Elections Policy and Procedure



Elections Policy and Procedure

Election Announcement

The Butte County Continuum of Care (CoC) will begin the election process in October each year. An announcement will be made during the October Council Meeting. An email will be sent in October that includes a request for nominations of CoC Council members and a notification that includes the election's process and timeline. Voting will occur during the All Member Meeting in November each year.

Election of Council Members and Officers

- 1) Nominations and elections will be overseen by the CoC Coordinator/Designee and may be done in person or electronically.
 - a. Ballots for Officers will be kept anonymous.
- 2) Elections will be determined by majority vote.
 - a. Each nominee must receive at least five votes cast to secure a seat.
 - b. In the event that there is a tie breaker for any role, a second ballot will be issued for a second vote on each tied role.
- 3) CoC-elected Council Members, representing someone who has experienced homelessness and/or representing specific service areas, will fill up to twelve (12) Council Member positions.
- 4) A priority Council Member will be an individual who is homeless or formerly homeless, and is currently residing in Butte County. This individual does not need to qualify as a representative in a service area, but may be a representative of two areas, if applicable.
- 5) No more than one (1) Council Member may fill each service area, except the Government service area. Yet, a Council Member may represent more than one service area.
- 6) Up to five (5) additional Council Member positions are reserved for publicly elected officials from public jurisdictions or agencies (one appointee per jurisdiction or agency: Butte County, the Cities of Chico, Oroville, Gridley, and the Town of Paradise). These Council Members may vote when present but will not count toward the quorum.
- 7) Two (2) Council Member positions will be reserved for representatives from the Chico and Oroville locality coalitions. Each coalition will appoint a representative to the Council once they have been notified of the results of the elected positions. Each coalition will notify the CoC of their appointed representative in writing.

Nomination of Twelve (12) Council Member Positions

- 1) Any CoC member may make a nomination. Members may self-nominate.
- 2) Any CoC member may be nominated to become a Council Member.
- 3) Nominations of the Council Members must be done on the CoC Council Member Nomination Form and submitted to the CoC Coordinator/Designee. Up to two service areas may be identified for each nominee.

Nomination and Election of Council Officers

Call for nominations of CoC Council Officers-Chairperson, First Vice Chairperson, and Second Vice Chairperson-will be made following the general Council Member election. Council

Members eligible to nominate, be nominated, or vote will consist of newly elected Council Members.

1. Only CoC Council Members having served on the Council a minimum of one year may be nominated as an Officer.
2. Any CoC Council Member may make a nomination, up to one nomination per officer role. Council Members may self-nominate.
3. Each Council Member may vote for one nominee in each officer roll: the Chairperson, the First Vice Chairperson, and the Second Vice Chairperson.

Notice of New Council Members and Start and End of Term

- 1) Elected Officers will be announced on the CoC website and via email to the CoC membership prior to the first meeting of the year.
- 2) The full Council Member roster will be posted on the CoC webpage and distributed to CoC members.
- 3) Newly elected Council Members will begin their terms at the first CoC Council meeting of the new calendar year.
- 4) Appointee Council Members appointed subsequent to the normal voting process shall begin their term upon appointment and complete the current two-year term.



Elections Policy: Process and Timeline Notification Example

Process

As outlined in the Governance Charter, the Council Members have staggered terms. There are currently twelve (12) Council Members, six (6) of whom have terms ending December 31, 20XX, in addition to two local coalition representatives seated on the Council. Nominees may fill any of the available Representation Areas (categories) listed on the proposed CoC Council Member Nomination Form.

1. Nominations will be solicited via email and posted on the CoC website.
2. The nominations will be submitted via email by the first Friday of November to the CoC Coordinator/ Designee.
3. The CoC Coordinator/ Designee will review nominations to confirm eligibility, representation/service area and willingness to serve.
4. The CoC Coordinator/ Designee will send an email to the full CoC membership to announce the nominees and the list will be posted on the CoC website prior to the All Member Meeting.
5. Voting on the nominees will take place November XX, 20XX at the All Member Meeting using the CoC Council Member Nomination Form that will be made available during the meeting.
6. Results of the election will be announced via email to the full membership. Locality coalitions will be asked to appoint their representative and provide that information to the CoC Coordinator/ Designee by the first Friday in December.
7. The full Council will be announced via email and posted on the CoC website.
8. If needed, CoC Officer Nominations will be requested from Council Members and will be finalized during the December CoC Meeting.

Timeline

DATE	ELECTION ACTIVITY
October Council Meeting	Inform Council of 20XX Council Member Election
October XX, 20XX	Distribute election materials to the CoC membership
First Friday, November	Deadline for submitting nominations
Varies, Prior to All Member Meeting	Nominees Announced
November XX, 20XX	All Member Meeting—Voting Members Vote
Varies, Email prior to November 30.	Announce elected Council Members in elected Representation Categories via email and request that Taskforces select locality representative
First Friday, December	Receive locality representatives from Taskforces
First Friday, December	If needed, call for CoC Officer nominations from Council Members
Varies, Prior to December Council Meeting	Distribute list of Officer nominees and open on-line voting for CoC Council Members
December Council Meeting	Close Officer voting
December Council Meeting	Announce elected Officers
Varies, Prior to January Council Meeting	Announce complete Council Member roster via email to full membership and through the CoC website



Butte Countywide Homeless Continuum of Care

Elections Policy: CoC Council Member Nomination Form

Name of person being nominated:	
Phone:	Email:
Title and Agency (if applicable):	
Service Area: <i>Please select up to two categories in which the person might serve as a council representative.</i>	
<p>The CoC Program interim rule requires that:</p> <p>1) CoC boards must include at least one homeless or formerly homeless individual.</p> <p><input type="checkbox"/> Homeless or Formerly Homeless Individual</p> <p>2) CoC boards must represent the relevant organizations and projects serving homeless subpopulations (such as persons with substance use disorders; persons with HIV/AIDS; veterans; the chronically homeless; families with children; unaccompanied youth; the seriously mentally ill; and victims of domestic violence, dating violence, sexual assault, and stalking) within the CoC’s geographic area.</p> <p><input type="checkbox"/> Affordable Housing Developer</p> <p><input type="checkbox"/> CDBG/HOME/ESG Entitled Jurisdiction /Local Government Staff</p> <p><input type="checkbox"/> Disability Service Organizations and Disability Advocate</p> <p><input type="checkbox"/> Domestic Violence Service Provider</p> <p><input type="checkbox"/> Emergency Shelter</p> <p><input type="checkbox"/> Employment and Social Services Organizations</p> <p><input type="checkbox"/> Faith-Based Organization</p> <p><input type="checkbox"/> Higher Educational Institution</p> <p><input type="checkbox"/> Hospital and/or Crisis Response Teams</p> <p><input type="checkbox"/> Law Enforcement and Jails</p> <p><input type="checkbox"/> Lesbian Gay Bisexual Transgender Queer and Others (LGBTQ+) Service Organizations /Advocates</p> <p><input type="checkbox"/> Mental Health Service Organization</p> <p><input type="checkbox"/> Public Housing Authorities</p> <p><input type="checkbox"/> School Administrator and Homeless Liaisons (Preschool-12th Grade)</p> <p><input type="checkbox"/> Street Outreach Teams</p> <p><input type="checkbox"/> Substance Abuse Service Organization</p> <p><input type="checkbox"/> Tribal Nations or Indigenous Entities</p> <p><input type="checkbox"/> Veteran Services</p> <p><input type="checkbox"/> Youth Homeless Organizations and Youth Advocates</p> <p><input type="checkbox"/> Other Homeless Subpopulation Advocates:</p> <p><input type="checkbox"/> Other Homeless Subpopulation Advocates:</p>	

What expertise would this individual bring to the council?	
Name of person making nomination (if different from nominee):	
Phone:	Email: