



Butte Countywide Homeless Continuum of Care

BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE HMIS/CES COMBINED COMMITTEE MEETING MINUTES

**MONDAY, 9th, 2021 at 1pm-3pm
Zoom Meeting**

COMMITTEE MEMBERS PRESENT:

Debbie Villasenor, Housing Consultant
Elisa Rawlinson, DESS Housing & Homeless
Tracy Stogsdill Gillihan, 2-1-1 Help Central
Christy Taylan, Caminar
Shelly Watson, Jesus Center
Lauren Kohler, Safe Space
Carolina Cruz, Catalyst
Angie Little, Housing Authority – Butte County
Masaki Hirayama, Veteran’s Administration
Stephan Spirk, CAA
Amanda Gaylord, CHAT

OTHER ATTENDEES:

Wendy Lo, DESS Housing & Homeless
Melissa Jamison, United Way of Northern California
Robyn Gerfen, True North Housing Alliance
Jennifer Zellers, Nations Finest
Rachel DeLeon, DESS Employment & Eligibility
Alexis A Duckett, Northern Indian Housing Authority
Pahua Thao, DESS Housing & Homeless
Nick Fashing, DESS Adult Protective Services
Sarah Frohock, BCDBH
Lorena Reed, BCDBH
Susan Wilson, Safe Space
Moriah McGill, Northern Indian Housing Authority
Kyle Prieto, DESS Housing & Homeless
David Zeichick, True North Housing Alliance
Candice Spielman, CAA

COMMITTEE MEMBERS NOT PRESENT:

Nancy Jorth, Youth For Change
Keesha Hills, OSCIA
Rick Jackson, BCDBH
Joy Amaro, True North Housing Alliance
Annie Terry, Oroville Rescue Mission
Sara Sweaney, Nation’s Finest

RECORDING SECRETARY:

Kyle Prieto

ORDER OF BUSINESS:

- 1. CALL TO ORDER:** The meeting was called to order by Chair Elisa Rawlinson at 1:04 P.M.
Roll call taken

2. **APPROVAL OF MINUTES - ACTION:** The minutes for the HMIS/CES Committee Meetings for July 12th, 2021, were not available. Minutes will be approved at the September 2021 meeting.
3. **AGENCY UPDATES:** Amanda Gaylord, CHAT informed group of new HUSH program funding that is available for families. She reported 22 families last year that had successfully achieved sustainable housing through the program, which has been extended an additional 15 months.

Angie Little, HACB announced a new emergency housing voucher that the Housing Authority is working on making available to more clients.

Debbie Villasenor, Consultant updated group on the Creekside Place project, which is a new housing development in Chico at the corner of Humboldt and Notre Dame. There will be 100 units for “No Place like Home”.

Carolina Cruz, Catalyst updated group on the Transitional Housing Program or “Cottage Program” has an opening for a three bedroom, two bath housing opportunity. Application is available online at [Safe Housing | Catalyst \(catalystdvservices.org\)](https://catalystdvservices.org) in both English and Spanish.

Robin Gerfen, True North- Torres announced that construction has begun on a 50 bed add on project, no official finish date. Joy will reach out to Elisa with more information.

Shelly Watson, Jesus Center said that phase one of construction was finished with bed now open to the public. She offered any and all partnering agencies to come and take a tour of the facility, email Shelly to coordinate. She stated that there are currently many available beds in the women’s shelter. Shelly will be emailing Elisa with an informational flyer for the Pathways program, which is a life skills training program, to forward to all the partnering agencies.

Elisa Rawlinson, H&H announced new hiring’s for Housing Navigators within DESS Housing & Homeless and HDAP workers. Additionally, will be two HDAP programs in Butte County with the addition of Northern Circle Indian Housing Authority (NCIHA) which is a tribally designated housing entity that works on behalf of seven federally recognized tribes in Northern CA. Elisa will begin onboarding NCIHA into HMIS as they are new members to the COC.

4. **CHO AGREEMENTS:** There is a newly drafted CHO agreement form that is currently in the review process, it is estimated to take approximately a month to complete this process. Once reviewed and approved it will be distributed to all partnering agencies to sign. Elisa

had the understanding that COC council did not need to approve the CHO agreements prior to disbursement, she will clarify with the council to confirm. After the CHO agreements have been returned, Elisa is in the process of pricing scan card machines and printers to distribute to participating partner agencies for client use. The cost of the card system hardware will come from the ESGCV grant, which is a onetime grant, a more long term funding option will be needed in the future to maintain the equipment purchases.

5. **RECENT HMIS CHANGES/UPDATES:** Elisa updated HMIS/CES webpage to include a side ribbon with information regarding the new general inbox that users can email for general questions, password resets, new users and new programs which is HMIShelp@buttecounty.net. Updates for the training portal to make it more apparent when users are in the training site versus the live site. Elisa informed the group about a change in process for imputing data into the newly opened contact and location pages. When enrolling a client into CES the demographic data of contact and location should no longer be put into the enrollment page, instead it should be imputed into the client tabs at the top of the page. This makes it so that all CES users can have access to the information as some do not have ability to see the enrollment page. There was clarification to certain questions on the enrollment page added and a new demographic question added for fire survivors. In the enrollment page there is now more instruction on when the VI-SPDAT is to be completed and that any time that happens a current living situation assessment should be done at the same time. The Files tab has been updated and clarification given as to what information should be placed into either forms or files pane. Client files are private and can only be viewed by the imputing agency. Client forms are visible to all CES users. The programs page also updated to show active and inactive programs the client has participated in, which is helpful for case management.
6. **JURISDICTIONAL BREAKOUT:** Now that the demographic information collected from clients at the time of their enrollment is being stored in the contact and location tabs, a new report is able to be utilized. The location tab report shows the highest concentration of where our participating homeless population resides in the county. It is important to gain current location information i.e. “Where did you sleep the night before seeking assistance?”
7. **UNACCOMPANIED HOMELESS YOUTH PRIORITY POINTS:** Elisa reminded the group to be properly allocating these priority points. A flow chart was shown to further clarify what constitutes a UHY and how to proceed with priority points. Elisa will be emailing this flow chart to all the CES participating agencies. If a client is deemed UHY then a VI-SPDAT should be completed. Final announcement was made by Elisa that the CE list would be available by late Wednesday Aug. 18th. Suggestions were welcomed with none given.

8. **ANNOUNCEMENTS/NEXT MEETING:** *The next HMIS/CES Committee Meeting will be on September 13th, 2021*

9. **ADJOURNMENT:** The meeting was adjourned at 2:18 P.M.