



Butte Countywide Homeless Continuum of Care

Point in Time Committee

Wednesday, December 7th, 2022 3:00 p.m. – 4:00 p.m.

Zoom: <https://us02web.zoom.us/j/86491590136?pwd=a1lsL2ZaVFBDQXNKaE9FTkR0TjVpdz09>

Phone: +1 669 900 9128

Meeting ID: 864 9159 0136 **Password:** 561246

PIT COMMITTEE MEMBERS:

Aimee Decker, Nation’s Finest
 Amanda Gaylord, CHAT
 Amber Abney-Bass, Jesus Center
 Annie Terry, ORM
 Benson, GCHTF
 Briana Harvey-Butterfield, DESS HH
 Brittany Brown, OSCIA
 Carol Zanon, GCHTF
 Charles Withuhn, NSSST
 Codie McCormack, Caminar
 Dawn Blackhorse, Butte College
 Deborah Taylor, VA
 Don Taylor, DESS HH
 Denver Nash, DESS HH
 Elisa Rawlinson, DESS HH
 Emily Pereira, Youth for Change

Erin Murray, DESS HH
 Hilary Crosby, Safe Space
 Ian Clement, DESS HH
 Isabel Alaniz-Alvarado, DESS HH
 Jay Coughlin, DESS HH
 John Zepeda, DESS VSO
 Josh Jamison, OHC
 Kaitlyn Sherrill, DESS HH
 Keesha Hills, OSCIA
 Kevin Thompson, OSCIA
 Leslie Johnson, CHAT
 Lisa Currier, CHAT
 Lorena Reed, BCDBH
 Luann Manss, Caring Choices
 Lyndall Ellingson, Chico State
 Maisue Thao, Butte College

Marie Demers, City of Chico
 Marin Hambley, Stonewall
 MaryJo Alonzo, City of Chico
 Meagan Meloy, BCOE
 Pahua Thao, DESS HH
 Sarah Frohock, BCDBH
 Shelly Forbes, Nation’s Finest
 Shelly Storkan, BCDBH
 Shelly Watson, Jesus Center
 Susan Roll, CSU, Chico
 Taylor Storey, TNHA
 Tami Ritter, Board of Supervisors
 Tracey Stogsdill-Gillihan, 211
 Vern Hartman, Gridley Lions
 Wendy Lo, DESS HH

Chairperson: Jay Coughlin
Second Chairperson: Briana Harvey-Butterfield

Recording: Jay Coughlin

AGENDA

- | | |
|--|-----------------------|
| 1. Call to Order | J. Coughlin |
| 2. Approval of Minutes – ACTION | J. Coughlin |
| 3. Distribute Marketing Material. Approve Flyers. | J. Coughlin |
| 4. Submitted Survey Questions to Simtech | E. Rawlinson |
| 5. PIT Volunteer Portal Registration Link | E. Rawlinson |
| 6. Sheltered PIT and HIC | E. Rawlinson |
| 7. HUB Locations: Butte County Outskirts. Food Trucks. | B. Harvey-Butterfield |
| 8. Issue Press release after December 12 th CoC meeting | B. Harvey-Butterfield |
| 9. Announcements/Adjourn | All |



Butte Countywide Homeless Continuum of Care

Point in Time Committee
Wednesday, November 9th, 2022
3:00 P.M. to 5:00 P.M.
Butte County Employment and Social Services
Zoom Virtual Meeting

COMMITTEE MEMBERS PRESENT:

Briana Harvey-Butterfield, DESS HH
Charles Withuhn, NSST
Denver Nash, DESS HH
Elisa Rawlinson, DESS HH
Emily Pereira, Youth for Change
Ian Clement, DESS HH
Isabel Alaniz-Alvarado, DESS HH
Josh Jamison, Oroville Hope Center
Kaitlyn Sherrill, DESS HH
Keesha Hills, OSCIA
Kathleen Sweeney, Tami Ritter's office
Lorena Reed, BCDBH
Marie Demers, City of Chico
MaryJo Alonzo, City of Chico
Shelly Storkan, BCDBH
Wendy Lo, DESS HH

COMMITTEE MEMBERS ABSENT:

Aimee Decker, Nation's Finest
Amanda Gaylord, CHAT
Amber Abney-Bass, Jesus Center
Annie Terry, ORM
Benson, GCHTF
Brittany Brown, OSCIA
Carol Zanon, GCHTF
Codie McCormack, Caminar
Dawn Blackhorse, Butte College
Deborah Taylor, VA
Don Taylor, DESS HH
Erin Murray, DESS HH
Hillary Crosby, Safe Space
John Zepeda, VSO
Kevin Thompson, OSCIA
Leslie Johnson, CHAT
Lisa Currier, CHAT
Lyndall Ellingson, Chico State
Maisue Thao, Butte College
Marin Hambley, Stonewall
Meagan Meloy, BCOE
Pahua Thao, DESS HH
Sarah Frohock, BCDBH
Susan Roll, CSU, Chico
Shelly Forbes, Nation's Finest
Shelly Watson, Jesus Center
Tami Ritter, Board of Supervisors
Taylor Storey, TNHA
Tracey Stogsdill-Gillihan, 211/Helpcentral
Vern Hartman, Gridley Lions

RECORDING:

Jay Coughlin, DESS HH

ORDER OF BUSINESS:

- 1. CALL TO ORDER:** Committee Vice-Chair B. Harvey-Butterfield called the meeting to order at 3:04 P.M. and let the group know that an updated agenda was sent out about an hour ago, and is on the shared screen to see the adjustments made. Introductions were completed, and new members were welcomed to the committee.

2. **APPROVAL OF MINUTES:** Ian Clements made a motion to accept the September 28th, 2022 minutes. Seconded by Mary Jo Alonzo. Approved. None against. 3 abstentions: Shelly Storkan, Emily Pereira, Marie Demers.

3. **UNSHELTERED SURVEY QUESTIONS:** B. Harvey-Butterfield went over the unsheltered survey questions. There has been one change to the HUD required questions, in regards to age categories. These have been updated for the Counting Us App we will be using and on the printed surveys. The changes were shown on the screen. This is the one and only HUD required change to the questions for this year. Briana went over Question 22, and Catalyst has requested we leave it as is or put victim/or survivor of domestic violence. After discussion the group decided to update #22 to “Are you a victim/survivor of Domestic Violence. B. Harvey-Butterfield went over the proposed changes to questions 24, 25, 26, 27 29, 30. M. Demers asked if in general all of the questions were kept. B. Harvey-Butterfield said yes, with the minor changes we are discussing today.
Question #24 it was agreed to add “currently in school” with a drop down for Yes/No. If Yes a space added for what school. If No what grade level was last completed.
Question #25 a waterfall question was added if they choose ‘Yes’ Were you exited into homelessness.
Question #26 was removed “Have you ever been to jail and/or prison.
Question #27 if answered Yes to having a history of probation or parole a drop down will ask “were you released from custody into homelessness”
Question #28 “How long have you been in Butte County” left as is.
Question #29 “ Do you consider Butte County your home” removed.
Question #30 “Were you living in Butte County when you became homeless “moved ahead of Question #28 and left as is.
Question #36 left as is “which of these services would you use”
Question #37 “If you don’t use Emergency Shelters, why not? updated with the information provided by A. Abney-Bass and T. Storey.
Question #38 was removed “are you experiencing homelessness as a direct result of COVID-19” and added COVID-19 as a potential answer to #32 “What do you think led to your homelessness”
Questions #31-38 will have a laminated sheet provided since they are so lengthy and a drop down waterfall technique will be added in the Counting Us App.
The group discussed Question #2. It is not asked, it is just in the metadata.

On a motion by M. Demers and seconded by E. Rawlinson the group unanimously approved the questions for this year’s PIT count.

4. **APPROVE METHODOLOGY:** B. Harvey-Butterfield said that the methodology for this year’s PIT count will be the same as last year and a Memo has been drafted for the November CoC meeting explaining the approach for the January count. A copy of today’s approved questions will be sent to the CoC with the Memo. The group reviewed the Memo.

H. Crosby said that last year she was told in Oroville that there was a 4 pm cut off for collecting the data. B. Harvey-Butterfield said that info was incorrect, the count goes on until everyone has collected the data needed and returns, and this is how we will operate again this year.

C. Withuhn asked if there is a list prepared of known locations for encampments. B. Harvey-Butterfield said she had good news, the software company has made the update so this year we will be providing maps from the software that have all of the encampments on them that have been entered into the Counting Us App. E. Pereira asked if her outreach teams can start entering data in the App now? B. Harvey-Butterfield said not yet, it is being worked on. C. Withuhn said he has a list and will provide it and recommended that a group goes out a week ahead of time to see where the camps are prior to the volunteers going out the next week.

M. Demers moved and E. Rawlinson seconded to approve the Methodology for this year. Approved unanimously.

5. HUB LOCATIONS – DISCUSSION/UPDATES: B. Harvey-Butterfield reviewed the HUB locations and reminded the group it was decided to have fewer HUB locations this year. A total of 6 locations, plus a youth HUB at YFC, have been identified for this year, 2 in Chico, 2 in Oroville, 1 in Gridley, 1 in Paradise. This will help us track the areas covered, and put more volunteers in the field instead of stationing them at the HUB locations. Additionally we have received funding from HHIP that we are planning to use for Food Trucks at the HUB locations. B. Harvey-Butterfield asked if M. Demers had been able to secure approval for the City of Chico. M. Demers said that should work, she is working on moving a meeting that day. In Oroville we will have a HUB at the DESS office and J. Jamison said we are good to go at his location on 5th Avenue. K. Hills said she will have the shower trucks available at the 5th Avenue HUB. B. Harvey-Butterfield asked if the shower trucks could be available in Chico, or Paradise. K. Hills said she would have to get back to her. J. Jamison said that the Jubilee Church on Clark Road is ready to act as a HUB for Paradise. B. Harvey-Butterfield asked if they would have space for a food truck. J. Jamison said yes they would. M. Demers asked if a food truck would be at the City site. B. Harvey-Butterfield said she would like to have one at that location if there is room and can be approved. M. Demers said they can work out the parking logistics if a food truck is available and will confirm. B. Harvey-Butterfield said the plan is to provide a ticket once the individual completes the survey that can be redeemed. B. Harvey-Butterfield said we are looking for 4 food trucks, and does anyone in the group have suggestions on food trucks to use? We will be contracting with YFC to pay for the trucks and asked E. Pereira to describe the process they have used at the 6th street center food truck previously. E. Pereira said they give them an idea of the max number of people they will have, and then the truck gives them a limited menu and the price per meal. B. Harvey-Butterfield asked the group to let her know of food trucks that might be available. B. Harvey-Butterfield said that in Gridley we will once again be using the Gridley Lions Club.

6. ANNOUNCEMENTS: B. Harvey-Butterfield reminded the group we will be meeting again next week, bring your food truck suggestions to the meeting, thanks for all of your work today. E. Pereira

announced there is a fundraiser for 6th Street at Om food 8-10 pm on Friday, next week on the 13th is the candlelight vigil at 5pm, and LBS skate shop will donate a pair of shoes for every pair donated. Follow on social media for more great events. No other announcements.

7. ADJOURNMENT: The meeting was adjourned at 4:23 P.M.



Butte Countywide Homeless Continuum of Care

Point in Time Committee
Wednesday, November 16th, 2022
3:00 P.M. to 4:00 P.M.
Butte County Employment and Social Services
Zoom Virtual Meeting

COMMITTEE MEMBERS PRESENT:

Briana Harvey-Butterfield, DESS HH
Charles Withuhn, NSST
Codie McCormack, Caminar
Denver Nash, DESS HH
Elisa Rawlinson, DESS HH
Erin Murray, DESS HH
Hilary Crosby, Safe Space
Ian Clement, DESS HH
Jay Coughlin, DESS HH
Kaitlyn Sherrill, DESS HH
Keesha Hills, OSCIA
Lorena Reed, BCDBH
Marie Demers, City of Chico
MaryJo Alonzo, City of Chico
Pahua Thao, DESS HH
Shelly Storkan, BCDBH
Tracey Stogsdill-Gillihan, 211/Helpcentral
Wendy Lo, DESS HH

COMMITTEE MEMBERS ABSENT:

Aimee Decker, Nation's Finest
Amanda Gaylord, CHAT
Amber Abney-Bass, Jesus Center
Annie Terry, ORM
Benson, GCHTF
Brittany Brown, OSCIA
Dawn Blackhorse, Butte College
Deborah Taylor, VA
Don Taylor, DESS HH
Emily Pereira, Youth for Change
Isabel Alaniz-Alvarado, DESS HH
Josh Jamison, Oroville Hope Center
John Zepeda, VSO
Kevin Thompson, OSCIA
Leslie Johnson, CHAT
Lisa Currier, CHAT
Luann Manss, Caring Choices
Lyndall Ellingson, Chico State
Maisue Thao, Butte College
Marin Hambley, Stonewall
Meagan Meloy, BCOE
Sarah Frohock, BCDBH
Shelly Forbes, Nation's Finest
Shelly Watson, Jesus Center
Susan Roll, CSU, Chico
Tami Ritter, Board of Supervisors
Taylor Storey, TNHA
Vern Hartman, Gridley Lions

RECORDING:

Jay Coughlin, DESS HH

ORDER OF BUSINESS:

- 1. CALL TO ORDER:** Committee Chair J. Coughlin called the meeting to order at 3:03 P.M. Introductions were completed. J. Coughlin said that the minutes from last week's meeting will be sent out for approval with the December 7th meeting packet. J. Coughlin announced to the group that the CoC accepted the PIT committee's proposed Methodology and the questions put together by the group at their meeting on Monday. J. Coughlin announced that our PIT Co-Chair B. Harvey-Butterfield has accepted a promotion to be the new Housing and Homeless Administrator for the County Home team. The group congratulated her on the promotion.

- 2. PIT VOLUNTEER PORTAL & TRAINING SESSIONS:** B. Harvey-Butterfield announced that we have been working with the Counting Us App team and we will be opening up the volunteer portal and will have the registration ready to go in the first week in December. We will bring forth and discuss the process for registering and the known locations at the December meeting. As a reminder we ran into a glitch last year for the known locations, but have been reassured that it will work this year. We have tentatively scheduled Wednesday January 4th and Wednesday January 11th at 9 am for PIT trainings by zoom, and we will hold an in-person training for HUB leaders on Wednesday January 18th. M. Demers asked if there was a possibility to hold another training day in case Wednesday's don't work for someone. B. Harvey-Butterfield said currently no other times are scheduled, but we will be recording these and sending them out to individuals who might not be able to attend. The hope is having the training in person on the 18th will help individuals acting as HUB leaders to be more knowledgeable about the Counting Us App and process, and they can help their team members who might need additional assistance prior to the PIT count on the 25th.
- 3. COUNT AREA & TEAM MANAGEMENT:** J. Coughlin announced that the group identified the HUB locations last week, and the group was asked to come back with possible suggestions for food trucks to use. Youth for Change is using Sliders again this year, and is reaching out to see if Sliders might have any other suggestions or if they have another truck. B. Harvey-Butterfield said that she had tasked her team to look out for other Food Trucks and asked everyone to send J. Coughlin their suggestions. J. Coughlin asked if all suggestions could be sent to him by the Tuesday after Thanksgiving. J. Coughlin said that banners have been designed and are being produced, and asked if there were any suggestions from the group. M. Alonzo asked if we could have signage like a campaign sign provided at the locations. B. Harvey-Butterfield said we could look into that. M. Alonzo also suggested that during the trainings it is suggested to the volunteers to bring a backpack or fanny pack to carry the gift cards and surveys. M. Demers asked if the plan is still to break up the shifts into smaller time frames. B. Harvey-Butterfield said that is the hope, but it depends on how many volunteers we get. M. Demers asked if Chico State is still planning to be involved. B. Harvey-Butterfield said they are familiar and have been invited, but we haven't seen much participation, however we can reach back out to them. B. Harvey-Butterfield said we are planning on providing something to carry materials, maybe DESS totes and will encourage individuals to bring backpacks during the trainings. J. Coughlin reminded the committee to please invite others to attend the meetings and forward the information, the more volunteers the better. H. Crosby said it would be helpful if those volunteers assigned to areas that aren't walkable and need to drive around are given a heads up so they bring a car with room, and is clean, etc. B. Harvey-Butterfield said that is a great idea and will be highlighted in the training.
- 4. UDPATES REGARDING INCENTIVES:** J. Coughlin announced that Youth for Change has agreed to contract with us for the food trucks, please send in your suggestions.
- 5. FLYERS:** J. Coughlin presented two flyers for the groups to review. The plan is that HUBS will be opened by the HUB leaders at 7:00 am, and Volunteers can show up at 7:30 to collect supplies. The

group suggested that all locations are listed as having an 8:00 am start time for the general public and a 5:00 p.m. closing time. Consistency across sites will help. M. Demers asked if there was a plan for people to go out earlier to some of the encampments. B. Harvey-Butterfield said that the feedback received was that individuals who went out last year prior to 8:00 am found it too early, people were still sleeping. C. Withuhn said he goes to camps every week, and people at the camps don't wake up until at least 9 am because they can't sleep until the early mornings, and thinks starting any earlier than 8:00 am will not work. M. Demers asked if we could check in with Behavioral Health for feedback on times. S. Storkan from Behavioral Health said they have found that they do not get much engagement when they go out earlier than 8:00 am. H. Crosby said it might make sense for those sleeping in the doorways to be contacted before 8:00 or 9:00 am, but those in the encampments are better approached later. I. Clement said he knows of some areas in Oroville with people that can be reached earlier. B. Harvey-Butterfield said keeping the closing time at 5:00 pm on the flyers for consistency makes the most sense, and we can go out later if necessary. B. Harvey-Butterfield said that a system is being worked out to provide vouchers for the food trucks. M. Alonzo asked if we could put a QR code on the flyer. E. Rawlinson said that we will have a QR code available for the Apple and Google stores to download the application on the flyers, and she is working on that. The QR code won't link to the training. C. Withuhn suggested that there is an overarching statement on the flyers telling why we are doing this and suggests the headline is something like 'Do your neighbors a favor, \$10 food card' something to get attention. B. Harvey-Butterfield asked if C. Withuhn could provide some suggestions if we sent the flyers to him. C. Withuhn said he would be happy to look at the flyers and provide suggestions for the next meeting.

6. ANNOUNCEMENTS: C. Withuhn announced that he has been told by campers at Cohasset and Eaton that they have been shot at in the evening by a white car driving by with a pellet gun. A police report has been filed. B. Harvey-Butterfield said she and J. Coughlin can help M. Demers meet with Verizon. M. Demers will send out an email. M. Alonzo said she googled PIT flyers and some good samples have come up. J. Coughlin encouraged the group to send him any suggestions/changes for the flyers that they might find. No other announcements.

7. ADJOURNMENT: The meeting was adjourned at 3:53 P.M.