

Mendocino County Homeless Services Continuum of Care Full Membership and Board Meeting Minutes

Date: Monday, June 17, 2019

Time: 1:30 pm - 3:30 pm

Location: Mendocino County Social Services, 747 S. State St., Big Sur Conference Room

A. Call to order: Heather called the meeting to order at 1:34 p.m.

- Quorum present. Twelve board members in attendance indicated by a ✓ beside their name on the New Board Roster on the last page of these minutes.
- Blythe Post assigned Brady Nord as her proxy.
- Sage Wolf was not in attendance and no one was assigned as her proxy.

B. Public Comment:

MCHSCoC welcomes public comment on non-agendized items.

- Matt Leach of the Sharing Society, founded in 2017 in Ukiah, to help the homeless and made personal contact with homeless people and is ready to take an active role in solving homelessness. Announced he is hosting a community meeting Saturday, June 22nd at 6:00p.m., 741 S. Oak St. (707) 590-1278. Landmark is a personal development training and is the foundation of the meeting.
- Dennie Maslak announced that there are CoC membership forms available but interested applicants would not be able to vote until the next full membership meeting in three months.
- Will Van Sant, VA, announced he is focused on outreach for homeless veterans and is covering Ukiah, Sonoma, and Lake County (707) 815-4309.
- Captain Sean Kaeser, UPD, announced that the City began its cleanup of the Airport Park Blvd. homeless encampment and no arrests were made. Most importantly, the veteran who was living there is now connected to veterans' services. Captain Kaeser thanked Will and Nathan for their assistance. A mother and daughter were also placed and thanked Manzanita and MCAVHN.
- Megan Van Sant passed a list of CoC members for review and to help decide who the voting member is today, and those who are members and not on the list put your name and organization of the backside.

C. Approval of Minutes:

- May 20, 2019 minutes were disseminated by email and copies were made available at the meeting in the board packets.
- Donald Damp made a motion to approve the minutes with one correction: Zenia's last name corrected to read *Zenia Leyva Chou*. Zenia made the second. Motion passed by unanimous roll call vote.

D. Reports and Presentations:

1. Discussion: Review and provide input to the "No Place Like Home" Program – Mendocino County 2019 Plan Addressing Homelessness – Mike Kennedy
Mike will email a draft of the project to Megan and the Board requesting comments be submitted by Friday, June 21st. He specified that it would be in the community's

best interest for us to find Grants that support services and peer advocates for each project.

E. Board Protocols and Governance:

1. Recommended **Action**: Review and approved modifications to the MCHSCoC Board Governance Charter. Categories proposed for modification include the following:
 - a) Update description of board membership seats
 - 1) Note the changes discussed and board members who were nominated and voted in by the full membership are on the New Board Roster table on the last page of these minutes.
 - Board packet Pg. 20 – C – updated committees to 5 standing committees and 3 special population work groups and 2 AdHoc committees
 - Board packet Pg. 21 – added a chart of the different committee structures and descriptions of the committees, no language changes
 - Removed limitation of Board members serving on committees
 - b) Reduce and re-organize standing committees
The recommended changes to the Charter, Board packet pg. 27:
 - 1) Shelter Rep from 3 to 2 representatives, Coast and North/Inland
 - 2) Added Board seat: Organization representing a Local Housing Developer
 - 3) Added Board seat: Organization representing Law Enforcement
 - A motion was made by Wynd Novotny to accept the changes in the committees and to approve the seats for the governing board offices and their terms. Second made by Tim Bradshaw, CoC member. A show of 13 hands of the full membership voted unanimously to pass the motion with 6 abstentions.
2. Recommended **Action**: Appoint the Program Administrator for the HHSA HOME Team, or their supervisor, as the standing Secretary to the MCHSCoC Governance Board. (See Pg. 28 of the Board packet).

Jackie made a motion that the HOME Program Administrator or Supervisor of the Public Agency HHSA appoints a standing Secretary in a non-voting capacity to the Governing Board. Donald Damp made the second. A show of 15 hands of the full membership voted and unanimously passed the motion with 4 abstentions and no one opposing.

3. Possible **Action**: Discuss and approve the potential transfer of Governing Board member roles in order to achieve appropriate placement – Attachment E3 in the Board packet
 - a. MCOE initiated the request to transfer board seats to better fit the organization that represents that seat.
 - 1) MCOE organization representing addressing needs of unaccompanied or TAY – change to organization representing the needs of families and children
 - 2) MCYP organization representing Inland Shelter – change to organization addressing needs of unaccompanied or TAY

- 3) Redwood Community Services organization addressing needs of chronically homeless – change to organization representing North/Inland Shelter
- Zenia made a motion to approve attachment E3. Judy made the second. A show of 15 hands voted in favor, no opposition, and 4 abstentions. Motion carried.
4. Possible **Action**: Accept nominations for the following vacant MCHSCoC Board seats:
- a. Organization serving the needs of Families and Children
 - b. *Organization addressing needs of persons with HIV/AIDS*
 - c. Organization representing the needs of Seniors
 - d. Organization representing Law Enforcement
 - e. Organizations representing a Housing Developer
 - f. Homeless or Formerly Homeless Transition-Age Youth
 - Libby Guthrie of MCAVHN will designate another person to represent the *Organization addressing needs of persons with HIV/AIDS*, this is not an open seat to be voted on. Libby will select a representative and email Dennie with that person's contact information.
 - Donald Damp nominated Que B. Anthony to be the formerly homeless representative and resigned his board seat
 - Organization of families and children as Blythe Post
 - Heather Blough nominated the organization representing the needs of seniors, Ukiah Senior Center and Diana Clarke to be the representative
 - Heather Bough nominated the organization to represent Law Enforcement Ukiah PD, and Captain Sean Kaeser as the representative
 - Brian Klovski nominated the organization representing housing development, RCHDC, and Dan McIntire as the representative.
 - Heather Blough nominated the organization to represent organization addressing the needs of the chronically homeless as Adventist Health, and Lindsey Spencer as the representative
 - The seat *Homeless or formerly homeless TAY* is to be filled by a person who experienced homelessness and has successfully been housed. **Action**: Wynd has someone in mind to fill this seat. This item can be put on the Agenda of the next full membership meeting.

Heather reminded the membership that she is retiring in August and that the CoC Chair position will need to be discussed and voted on.

Paddy Michalski resigned, moved out of state, Wynd Novotny of Manzanita is now representing the organization addressing the needs of persons seriously mentally ill.

5. **Action:** MCHSCoC Membership vote on nominations for the Governing Board seats using a confidential ballot process.
 - 1) Ballots were passed to full membership. Heather called a 10 minute recess to complete and collect the ballots.
 - 2) Reconvened at 2:40 p.m.
 - 3) Discussion: Tim Bradford stated that the format of the ballot appears that the vote is for the representative and not the organization and some seats have no organizations and it is confusing. Que suggested that the focus be on the organization and keep the person that will be appointed unnamed on the ballot.
 - 4) **Action:** Megan will bring a list of the organizations filling the board seats, the name of the representative, and the term date of the seat.
 - 5) 19 Ballots counted. No opposition to the slate. Unanimous vote to accept all candidates for the CoC open Board seats.

F. Funding

1. California Emergency Solutions & Housing (CESH) – State funds – no update – NOFA has not dropped yet
2. Emergency Solutions Balance of State Grant (ESG BOS) – no update
3. Homeless Emergency Aid Program (HEAP)- State Funds- no update
4. Family Unification Program (FUP)- Federal Funds- no update
5. Housing & Urban Development CoC Notice of Funding Availability (NOFA) – Federal Funds – no update
6. Other HMIS Capacity Building funds – HUD to respond in a couple of weeks

G. Projects: none

H. Announcements:

1. Plowshares has a job opening for a Grant Manager on the website (30-35 hours)
2. Sack lunches behind Social Services continues and Plow Shares offers a meal at 3:00 families with children and 3:30 - 4:00 for single adults every Saturday. Carrie Brigham with Garden Express is working on providing a meal the last Sunday monthly
3. Manzanita is hiring Therapists, Case Managers and Mental Health Rehab Specialists, and is expanding the Willits Center and hired Helen Falandes as the Program anchor in Willits.
4. MCAVHN is looking for therapists or interns.
5. MCYP is looking for 1-2 full time therapists (Shelter and Out-patient) and night staff Program Manager, and PEI positions.
6. Mendocino Coast Hospitality is looking for Care Managers and Shelter staff.
7. Heather introduced Lisa Judd as her replacement at CDC.

I. Adjourn 2:55 p.m.

Confirm next meeting date and agenda items

Next Meeting date: July 15, 2019 at Social Services

NEW BOARD ROSTER

√ Judy Albert – Project Sanctuary Org. Addressing Needs of Victims of Domestic Violence	√ Amanda Archer – MCYP Org. Addressing Needs of Unaccompanied Youth or TAY
√ Heather Blough – Community Development Commission √ Public Housing Authority, MCHS CoC Chair	√ Carla Harris – Mendocino Coast Hospitality Cntr Shelter Representative - Coast
Voted in: Diana Clarke – Ukiah Senior Ctr Org. Addressing needs of Seniors	Waiting on appointment Collaborative Applicant / Administrative Entity
√ Jacque Williams – Ford Street Project Org. Addressing Needs of Persons with Chronic Substance Abuse	√ Sandra Stolfi – Veterans Administration Org. Addressing Needs of Veterans
√ Libby Guthrie – MCAVHN Org. Addressing Needs of Persons with HIV/AIDS	√ Donald Damp resigned – Voted in: Que B. Anthony Homeless or Formerly Homeless Individual
√ Zenia Leyva Chou – Mendocino Cmty Health Clinics Org. Providing Health Care Services to the Homeless	Voted in: Lindsey Spencer - AVH Org. Addressing Needs of Chronically Homeless
√ Wynd Novotny - Manzanita Services Org. Addressing Needs of Persons Seriously Mentally Ill	Sage Wolf - Redwood Cmty Services Shelter Representative – North/ Inland
Voted in: Captain Sean Kaeser – Ukiah PD Org. representing Law Enforcement	√ Blythe Post – MCOE (Brady Nord was proxy) Organization serving the needs of Families & Children
Voted in: Dan McIntire - RCHDC Org. representing a Housing Developer	Open Other Government Agency in Mendocino that is the authoring agency of the consolidated plan and/or addresses the needs of the homeless
√ Amanda Archer Org. representing needs of unaccompanied or transition-age youth.	
Open Homeless or formerly homeless TAY	Voted in: Megan Van Sant - HHSA CoC Secretary
Waiting on appointment County of Mendocino and Human Services Agency	