



HMIS/ CEP Committee Special Meeting Minutes
Tuesday, April 13, 2021
10:30am – 12:00pm
Via Teleconference
www.norcalcoc.org

1. Call to Order/Quorum Established/Introductions

Meeting was called to order at 10:32am by Cathy Rahmeyer. Quorum was established.

Present: Cathy Rahmeyer, Chair (Plumas), Kintay Johnson, Vice Chair (Del Norte), Carol Madison (Modoc), John Cravens (Shasta), Maddelyn Bryan (Siskiyou) & Tammy Muldoon (Sierra).

On Phone: Jenna Aguilera, Jessica King, Amber Middleton, Kalie Brisbon, Kevin Wagner, Adrienne Megl, Stacy Watson, Jacqueline Neiwche, Jessica Candela & Laura McDuffey.

Lead Agency: Hollie Zander, Caedy Minoletti, Paul Tunison

2. Approval of Meeting Minutes

- a. Carol Madison made a motion to approve minutes from January 8, 2021 as submitted, seconded by Amber Middleton. Roll call was taken, all approved, and none opposed.

3. Public Comments (limited to 3 mins. per comment)

- a. No public comments were received.

4. New Business/ Action Items

- a. Kintay Johnson gave a review of the project to use a uniform HMIS template for the CoC to post as a flyer in the different counties to market their specific coordinated entry points.

5. County Updates

- a. Amber Middleton, Shasta County- The Mission is willing to have discussions on how to coordinate HMIS data w/ their programs. Functional Zero, a process used in Kern Co. to end homelessness was presented and discussed as possibly something to incorporate in our CoC.
- b. No other county updates communicated.

6. HMIS Lead Agency Updates

- a. Coordinated Entry Presentation-



Introduction of Paul Tunison as the new CE program specialist. An overview of the CE system was presented. Lead Agency will contact board members regarding the annual CE training coming up.

- b. Home Base Technical Assistance-
Caedy Minoletti shared that Home Base has offered their technical assistance and Lead Agency is looking into possibly working with them. They have a great history of working with CoCs and helping them with their CE implementation.
- c. Memo: Responsibilities of the Chair/ Co-Chair-
Hollie Zander gave an overview of the responsibilities of the Chair/ Co-Chair. The Chair/ Co-Chair are responsible for leading the HMIS meetings. Lead Agency is available for technical support, training and will draft the minutes for the meetings.

7. Agenda Items for Next Meeting

- 1. Discuss The Mission and how to coordinate HMIS data w/ their programs.
- 2. Discuss Functional Zero and how to incorporate that in our CoC.
- 3. Discuss the updates to the HMIS template/ flyer for coordinated entry points.

8. Adjournment

- a. Amber Middleton made a motion to adjourn the meeting at 11:03am, seconded by Kalie Brisbon. Roll call vote was taken, all approved, and none opposed.

Next Meeting
May 14, 2021
10:30-11:30am