Humboldt Housing and Homelessness Coalition (HHHC) Executive Committee Meeting
Wednesday, April 24, 2024
1:30-3:00 p.m.
Via Zoom

In Attendance: Robert Ward (DHHS), Aaron Zell (DHHS), Dian Pecora (South County Homes for All), Darlene Spoor (Arcata House Partnership), Cheryl Churchill (Eureka Housing Authority), Rosemary Shultz (HCTAYC), Lorey Keele (RCAA), Leah Lamattina (HCOE), Leigh Pierre-Oetker (CCRP), Alisha Hammer (CCRP)

Agenda:
Welcome, Review Agenda, Discuss Minutes
- The Executive Committee approved the minutes from the previous meeting.
- A potential member is interested in applying to join the Executive Committee, but would like to know if they can be an alternate and start joining the meetings. This question will be forwarded to the Governance Committee.

HHHC General Meeting Planning
- **Newsletter:** If you, or any providers you know, have stories to share for the upcoming newsletter, please forward them to Aaron. Some of the goals of this newsletter are to highlight programs in our area, uplift stories of success, promote activities, and inform the community of the positive work being done. The layout is still being determined, and if you know anyone in your organization interested in assisting, let Aaron know.
- **Purchasing Power:** A prototype of a solar powered backpack with pre-loaded supplies including a sleeping bag, reusable water bottle, rain poncho, chargers, emergency radio, and a rechargeable flashlight was presented as part of a larger discussion of supplies for those experiencing homelessness. The EC discussed the benefits of purchasing needed supplies in bulk to maximize funds while also acquiring what lived experience people are really asking for. At the general meeting, they will ask volunteers to join a possible ad hoc committee. The frontline workers and people with lived experience have keen insight into what is needed and will be encouraged to join.
  - The Women and Children’s Crisis Shelter (WISH House) was recently burglarized of everything and in great need of supplies.
- **Continuum of Care 101:** Questions have arisen regarding who are the members of the Executive Committee and the role of the CoC, how does one become an EC member, what is their role, what are their duties, and how to become involved. Robert will provide a “Continuum of Care 101” presentation to provide an overview of the CoC and invite participants to ask questions.
  - The application is currently on the website if people are interested in applying.
- **HMIS:** Bitfocus is the new provider for the Homeless Management Information System (HMIS) and an update on the progress and timeline will be presented. It is anticipated that they will go live with the new system at the end of August. There are many steps for this to occur, including training, configuration, mapping, data migration, and a blackout period. During this period, data will need to be collected on paper and entered once the system is up and running.

Meeting Adjourned: 3:02 p.m. Next Executive Meeting: May 8, 2024.
- The EC discussed that not everyone at the General Meeting is familiar with HMIS, and it may be helpful to briefly discuss what it is, why it exists, why it is important, how it relates to coordinated entry, etc.

- **Celebration:** South County Homes for All applied on behalf of the Humboldt County CoC, and will receive $3.4 million in Encampment Resolution Funds (ERF) that will be used towards shelters for individual units and rapid rehousing for people currently living in encampments in southern Humboldt.

**Updates from the Governance Charter Ad Hoc Committee**
- The committee is continuing to meet and update the current Governance Charter. They are weighing the pros and cons of capping the quantity of members while still being open to welcoming new members. The EC discussed subcommittees and the value in having more people participate through this channel.
- Currently, there are no terms to membership and will be discussed at a later date. A concern of limits to membership is that knowledge and experience can be lost when people leave.
- The next meeting will be on Monday, April 29 at 3:00 p.m.

**Updates from HHHC Executive Committee**
- Arcata House Partnership (AHP) is working on a feasibility study of a 35-unit tiny house neighborhood project on Heindon Road. They have two separate funding streams to support this.
- The funding for the car park program is ending and they will be closing the car park on June 15. It was successful and APH is working to get the people (21 vehicles, 29 people) currently residing there housed.
- Del Norte County received Encampment Resolution Funds (ERF) and AHP will be consulting with them on forms, processes, and procedures.

**Next Steps, Future Meeting Topics, Adjourn Meeting**
- CCRP will draft an agenda for the General Meeting on Thursday, May 2, 2024.
- The next EC meeting will be in person on Wednesday, May 28, 2024.

**Action Items:**
- Robert and Aaron send CCRP the titles of their presentations and the time they would like allotted for them.