



NorCal Continuum of Care™

Siskiyou County Advisory Board Meeting
January 8, 2024
1:30pm – 3:00pm
Red Oak Room, Behavioral Health, 2060 Campus Drive, Yreka

Teleconference locations:

Karuk Tribe
635 Jacobs Way
Happy Camp, CA 96039

1. **Call to Order/Quorum Established/Introductions**
2. **Approval of Meeting Minutes from December (Attachment A)**
Board members will review and approve minutes from December 4, 2024.
3. **Public Comments (limited to 3 mins. per comment)**
Members of the public will have the opportunity to address the Board on any issue within the jurisdiction of the Board. Speakers will be limited to three minutes.
4. **Committee Updates**
 - a. **Executive Board update – Maddelyn Bryan**
 - b. **HMIS/CES Committee – Maddelyn Bryan**
 - c. **PIT Committee update – Duane Kegg**
5. **New Business**
 - a. **Action; Review and Appoint Positions (Current positions listed below)**
 - i. **Chair: Duane Kegg**
 - ii. **Co-Chair: Nancy Ogren**
 - iii. **Secretary: Maddelyn Bryan**
 - iv. **Executive Board Member: Maddelyn Bryan**
 - v. **Alternate Executive Board Member: Sarah Collard**
 - vi. **HMIS/CES Committee Member: Maddelyn Bryan**
 - vii. **Alternate HMIS/CES Committee Member: Tara Kilcollins**
 - viii. **PIT Committee Member: Duane Kegg**

Advisory Board Members:

Duane Kegg, Chair
City of Yreka

Michael Aiuto
Homeless Advocate

Trish Barbieri
Social Services Division

Christina Brown
Fairchild Medical Center

Michael A McNair
United Way

Brittany Collier
Siskiyou Co. Office of Ed

Sarah Collard, Ph.D.
Health and Human Services Agency

Mark Gilman
Yreka Police Department

Steven Bryan
Community Resource Collaborative

Nancy Ogren
Siskiyou Co. Board of Supervisors

Denise Patterson
Yreka Food Bank

Sara Spence
Karuk Tribal Housing Authority

Barbra Risling
Youth Empowerment Siskiyou

Dustin Rief
City of Dunsmuir

Carla Charraga
Siskiyou Domestic Violence & Crisis Center



- ix. **Alternate PIT Committee Member: Maddelyn Bryan**
- x. **Governance Charter Committee Member: Maddelyn Bryan**

- 6. **Old Business**
 - a. **Discussion item and possible action; Siskiyou County Advisory Board Membership Policy (Attachment B) – Duane Kegg**
- 7. **Member Updates**
 - a. **Yreka Basecamp - NVCSS**
 - b. **Warming Shelter – Mark Gilman**
 - c. **Other updates—All Members**
- 8. **Discussion Items for Next Meeting**
- 9. **Adjournment**

Next Meeting
February 5, 2025
1:30pm-3:00pm

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. You may contact 530-841-2748 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.



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ATTACHMENT A
Siskiyou County Advisory Board Meeting
December 4, 2024
1:30pm – 3:00pm
Red Oak Room, Behavioral Health, 2060 Campus Drive, Yreka

1. **Call to Order/Quorum Established/Introductions**

Duane Kegg, Chair, called the meeting to order at 1:34 PM.
A quorum was established.

Present: Members Duane Kegg, Michael Aiuto, Christina Brown, Michael A McNair, Mark Gilman, Steven Bryan, Nancy Ogren, Carla Charraga, Denise Patterson, and Dustin Rief;
Alternate Members Susan Cervelli and Maddelyn Bryan.

Staff/participants/public attendees: Luther Findley, Dawnmarie Autry, Lorenzo Love, Melissa Willick, Eric Parsons, Erika Cavener, Eric Jauregui, Tara Kilcollins, Earl Chancellor, Andrea Jaramicco, Reba Melfa, Bob Mason, Joanne Johnson, Brian Linsley and Amy Beer.

Zoom: Member Sara Spence.
Participants: Trish Barbieri, Rico Gutierrez, Sarah Collard and Alan Barreca.

2. **Approval of Meeting Minutes from November (Attachment A)**

Sarah Spence motioned to approve the meeting minutes from November 6, 2024. Susan Cervelli seconded. A roll call vote was taken. Carla Charraga obtained. The motion passed by majority vote.

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

Luther Findley acknowledged that unsheltered individuals continue to reside on the hill across from County Behavioral Health. He supports allowing them to remain there until shelter options become available.

Advisory Board Members:

Duane Kegg, Chair
City of Yreka

Michael Aiuto
Homeless Advocate

Trish Barbieri
Social Services Division

Christina Brown
Fairchild Medical Center

Michael A McNair
United Way

Brittany Collier
Siskiyou Co. Office of Ed

Sarah Collard, Ph.D.
Health and Human Services Agency

Mark Gilman
Yreka Police Department

Steven Bryan
Community Resource Collaborative

Nancy Ogren
Siskiyou Co. Board of Supervisors

Denise Patterson
Yreka Food Bank

Sara Spence
Karuk Tribal Housing Authority

Barbra Risling
Youth Empowerment Siskiyou

Dustin Rief
City of Dunsmuir

Carla Charraga
Siskiyou Domestic Violence & Crisis Center



Dawnmarie Autry noted that winter is approaching and expressed interest in discussing warming shelter options during agenda item 6.a.

4. Committee Updates

a. Executive Board update – Maddelyn Bryan

Maddelyn Bryan shared that the Executive Board approved using remaining funding in the CoC’s contract with a consultant to develop a data improvement plan. This plan will be helpful, as HUD did not accept last year’s data upload. This consultant, who completed the Collaborative Application on behalf of the NorCal CoC, also provided feedback on the collaborative application, highlighting areas for improvement and those needing further work.

b. HMIS/CES Committee – Maddelyn Bryan

Maddelyn Bryan noted that there were no significant updates.

c. PIT Committee update – Duane Kegg

Duane Kegg mentioned that the forms have been finalized and approved for the 2025 PIT Count.

5. New Business

a. Presentation; 2024 Housing Statistics (Attachment B) – Erika Cavener/Susan Cervelli

Erika Cavener presented on the number of individuals housed and budget amounts for various County Social Services programs over the last couple years.

b. Action item; 2025 Meeting Calendar (Attachment C) – Duane Kegg

Mark Gilman motioned to approve the 2025 meeting calendar. Denise Patterson seconded. A roll call vote was taken. The motion passed by unanimous vote.

c. Action item; New Governance Charter Language (Attachment D) – Maddelyn Bryan

Mark Gilman motioned to approve the new Governance charter language. Denise Patterson seconded. A roll call vote was taken. The motion passed by unanimous vote.

6. Old Business

a. Discussion item; Planning for Warming Shelters – Duane Kegg



Dawnmarie Autry and Mark Gilman agreed that a trailer or bus would be the best option for a warming shelter. A workgroup of interested individuals was formed to discuss this issue further.

b. Discussion item and possible action; Siskiyou County Advisory Board Membership Policy (Attachment E) – Duane Kegg

The Advisory Board decided to table this item for the next meeting due to lack of time.

c. Discussion item and possible action; Membership application for Dawnmarie Autry (Attachment F) – Duane Kegg

The Advisory Board decided to table this item for the next meeting due to lack of time.

d. Discussion item and possible action; Membership application for Luther Findley (Attachment G) – Duane Kegg

The Advisory Board decided to table this item for the next meeting due to lack of time.

7. Member Updates

Tara Kilcollins shared that the restroom tiling at Yreka Basecamp is underway, and showers will be installed next week. New planning documents are pending approval with the City of Yreka. Plans for the kitchen include closing it off for the initial opening and running a limited-service operation.

Maddelyn provided an update on Crossroads occupancy.

Maddelyn shared that the County has served 240 individuals in Yreka with the shower truck program.

Maddelyn communicated that the County secured an excavator for the Pallet Shelter project.

8. Discussion Items for Next Meeting

- Discussion item and possible action; membership policy - Duane Kegg
- Member update; warming shelter – Mark Gilman

9. Adjournment



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Mark Gilman motioned to adjourn the meeting at 3:55 PM. Dustin Rief seconded. A roll call vote was taken. The motion passed by unanimous vote.

Next Meeting

January 8, 2025

1:30pm-3:00pm

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DRAFT



Advisory Board Membership Policy

Advisory Boards will be made up of agency representatives from city(ies) (if applicable), county(ies), and relevant stakeholders that will include a broad representation of key stakeholder groups found within the counties encompassed in the CoC as articulated in the HUD Interim Rule. Each Agency, Department or Division is allowed one Voting Member on the Advisory Board. Advisory Board members must adhere to the guidelines and responsibilities as outlined in the NorCal CoC Governance Charter. Advisory Board participation is mandatory for agencies receiving CoC funding. Designation of Officers such as a chair, vice-chair and secretary, can be made by nomination and appointed by majority vote.

There are **two types** of members:

a. Voting Member

A Voting Member is an Officer and must attend regularly scheduled Advisory Board meetings and shall have the authority to one vote on all action items. Designation of Officers such as a Chair, Vice-Chair, and Secretary, can be made by nomination and appointed by a majority vote of the Voting Members.

b. Participant

A Participant may participate in Advisory Board meeting discussions but do not have the authority to vote on any action items. There is no meeting attendance requirements for Participants.

Both member types must complete a membership application (Attachment B). Each Advisory Board will be made up of a minimum of 3 Voting Members, a representative from a city(ies) (if applicable), the county(ies) and a relevant stakeholder(s), and a maximum of 15 Voting Members. The membership policy, and membership participation should be reviewed annually.

The Advisory Board Secretary will be responsible for maintaining records of all membership applications, and a roster of both participants and Voting Members.

If a Voting Member is aware that they will be unable to attend regularly scheduled Advisory Board meeting they are responsible for notifying the Advisory Board Chair, Vice Chair, or Secretary in advance. This will ensure that quorum will be met. Voting Members may send an alternate in their place from their agency.



Advisory Voting Members and Participants may be removed for good cause upon agreement of a two-thirds majority of Voting Members present at an Advisory Board meeting. Good cause may include but not limited to the following conduct:

1. Accumulating two consecutive absences without contacting the Advisory Board Chair, Vice Chair, or Secretary ("unexcused").
2. Refusing to participate in Advisory Board functions and responsibilities.
3. Engaging in activities not authorized by the Advisory Board that are disruptive or otherwise detrimental to the work of the advisory board.
4. Speaking on behalf of the CoC unless authorized to do so.

In all cases, before removal shall be implemented, the Advisory Board member subject to removal shall:

1. Receive written notice from the Advisory Board Chair and/or Vice-Chair, at least fifteen (15) days prior to the date of discussion, stating the grounds for removal including dates, times, and places that may be applicable.
2. Receive an opportunity to be heard by the Advisory Board Voting Members and Participant prior to a majority vote by the Voting Members on the removal issue.