

*The Vision of the TC COH is that Tuolumne County has adequate safe, healthy, and affordable shelter and housing options for all of the people that live in Tuolumne County.*



TC CoH Housing Committee Meeting  
Thursday, February 17, 2022  
1:00 p.m. to 3:00 p.m.

***Place: Virtual Attendance Only***

In order to protect public health and the safety of our Tuolumne County citizens, this Tuolumne County Commission on Homelessness' Housing Committee meeting will be physically closed to the public, however the public may participate and comment on any item via teleconference, U.S. Mail, email, phone or video conferencing through the following meeting link:

Join TCCoH – Standing Housing Committee Zoom Meeting  
<https://tuolumne-ca-gov.zoom.us/j/81465919554>

Meeting ID: 814 6591 9554  
One tap mobile +12532158782,,81465919554# US (Tacoma)  
Dial by your location +1 253 215 8782 US (Tacoma)

Find your local number: <https://tuolumne-ca-gov.zoom.us/u/kcdiacA54Z>

***See more on participation procedures at the end of the agenda below***

**AGENDA**

- |   |                   |
|---|-------------------|
| I. CALL TO ORDER - Chair                              | 2 min./           |
| II. ROLL CALL   | 2 min./           |
| III. APPROVAL OF PREVIOUS MEETING MINUTES             | 5 min./           |
| a) Draft Minutes of January 20, 2022 meeting attached |                   |
| IV. PUBLIC COMMENT                                    | 10 min. max       |
| V. REPORTS  |                   |
| Officers:   |                   |
| a) Chair  | 3 minutes         |
| b) Vice-Chair   | 3 minutes         |
| AD-HOC COMMITTEES                                     | None              |
| VI. SPEAKERS  | None this meeting |

## VII. UNFINISHED BUSINESS

- a) Continued consideration and possible action on potential speakers (*see previous list attached*) 10 min
- b) Continued discussion for possible action of Jan. 20, 2022 items VII b) & c): draft Committee work plan tasks (b) and sanctioned outdoor shelter (c); (*see attached draft 2022 plan specific tasks*) 25 min.
  - i. Opportunities for more affordable housing;
  - ii. Review housing planning & permitting policies, procedures and regulations as they relate to homelessness;
  - iii. Community partners based sanctioned outdoor shelter program;
  - iv. Liaison, communications and coordination with shelter and housing resource organizations in Tuolumne County.
- c) Continued discussion with possible action regarding the Housing Committee formation language and related scale and scope of work to be done by the Committee. 10 min.

## VIII. NEW BUSINESS

- a) Discussion and possible action on Housing Committee input to the Homelessness Commission's Strategic Plan development 15 min.
- b) Discussion and possible action on housing availability and affordability in Tuolumne County 15 min.
- c) Discussion and possible action on generating an initial list of potential non-voting participants appropriate for either the Committee and/or any of its specific task work efforts 10 min.

IX. Committee Members' input to the next meeting agenda 5 min.

## X. ANNOUNCEMENTS

Committee Members 5 min.

## X. ADJOURNMENT

### Participation Procedures

s Mail: Mail your comments to 2 S. Green St. Sonora, CA 95370 c/o Pandora Armbruster. Written comments must be received no later than 8:00 a.m. on the morning of the noticed meeting.

Email: Email comments to Attn: Pandora Armbruster-TCCoH at [behavioralhealth@tuolumnecounty.ca.gov](mailto:behavioralhealth@tuolumnecounty.ca.gov)  
Emailed comments must be received no later than 8:00 a.m. on the morning of the noticed meeting.

U.S. Mail: Mail comments to Attn: Pandora Armbruster-TCCoH, 2 S. Green St., Sonora CA 95370. Written comments must be received no later than 8:00 a.m. on the morning before the noticed meeting.

Important Public Notice: In accordance with Governor's Executive Order N-29-20, Accessibility Requirements, if you need swift special assistance during the meeting, please call (209) 533-6245. Under Executive Order N-25- 20, members of the Tuolumne County Advisory Board may participate by teleconference

*The Vision of the TC COH is that Tuolumne County has adequate safe, healthy, and affordable shelter and housing options for all of the people that live in Tuolumne County.*



TC CoH Housing Committee Meeting  
Thursday, January 20, 2022  
1:00 p.m. to 3:00 p.m.

## DRAFT MINUTES

### I. CALL TO ORDER

By Chair at 1:04 PM

### II. ROLL Call:

Members Present: Rick Breeze-Martin, Tom Crosby, LeeAnn Hatton, Joe Bors, Colette Such.  
Commission Chair: Tina Welsh (*ex officio committee member*)  
Staff: Tracy Riggs, County CAO (*representing County staff*)

*Note:* Supervisor Brandon no longer assigned to TCCOH, Supervisor Goldemberg considering participation if his calendar will support.

### III. APPROVAL OF PREVIOUS MEETING MINUTES

Draft Minutes of Nov. 18, 2021 meeting; motion to approve by Tom Crosby, Second by LeeAnn Hatton,

*Aye:* Tom Crosby, LeeAnn Hatton, Rick Breeze-Martin,  
*No:* none  
*Abstain:* Joe Bors, Colette Such.

Motion carried

### IV. PUBLIC COMMENT

No external public attending.

CAO Riggs communicated that she was attending on behalf of County Staff as the TC COH County Homelessness Staff member is still being sought for hire.

### V. REPORTS

Officers:

a) Chair *None*

b) Vice-Chair

Highlighted Continuum of Care (COC) presentation, requested for COC Governance Board representation and potential link to this committee. Shared the beginnings of a “Symposium on Housing” being launched by private community interests (not local government).

c) AD-HOC COMMITTEES *None*

## VI. SPEAKERS

- a) Central Sierra Continuum of Care (CA 256) - Joe Bors and/or Denise Cloward Continued from Nov. 18, 2021 meeting: Denise was not present, Joe indicated he didn't have anything to add to the previous presentation. He was asked about and described where committee members might find more information about funding processes including documentation that may be found at the COC and mentioning the "County Standard Housing RFP process", he noted that Rebecca would be a good contact for more detail. He was asked about HMIS status and indicated that there was no new status information from last meeting, and that the State was tightening up its scrutiny of HMIS compliance. Some members noted interest in pursuing these links regarding funding processes.
- b) Mary Rose Rutikanga, City of Sonora: Mary Rose was invited to speak with the Housing Committee however was not available for this meeting.

## VII. UNFINISHED BUSINESS

- a) Continued consideration and possible action on potential future speakers (*Tabled to Feb. by Chair*)
- b) Continued discussion for possible action of the Nov. 18, 2021 item VIII a) regarding the draft Housing Committee work plan with objectives and quarterly benchmarks

Current work plan elements in the model for discussion were highlighted by our Chair for prioritizing and framing discussion. He indicated that the model for discussion was beyond the Committee's current capacity, and 4 work areas from prior discussions were proposed for 2022. He indicated two of these areas are consistent with two of the Commission's approved 2022 work list, and the other two have been part of the Committee's discussions. The 4 areas of work are:

- Opportunities for more affordable housing;
- Review housing planning & permitting policies, procedures and regulations as they relate to homelessness;
- Community partners based sanctioned outdoor shelter program;
- Liaison, communications and coordination with shelter and housing resource organizations in the County.

The Committee had a brief discussion and exchanged opinions, doubts, and ideas about the work of 2022 as framed and described.

CAO Riggs left the meeting indicating she was logging off to prepare for interviews and left a chat comment that:

- Reminded the commission members they are part of a TC BOS Committee subject to County policies and regulations;
- Indicated that if the group is interested in more flexibility, then looking into creating a community stakeholder group and going outside the County might be prudent;
- Indicated that addressing local ordinance and planning is subject to County policies and regulations.

The CAO's chat comments were read out. The Chair reminded the Committee that all of its work is expected to adhere to appropriate County authorities, policies and regulations; they are givens. The Chair wrapped up this Agenda item enthusiastically indicating the Housing Committee will begin work on its 2022 tasks through ad hoc task assignments at its February meeting. He will be making assignments for specific ad hoc task needs on Committee 2022 work to be done, and he cannot draft members, no Committee member is required to accept a work task assignment.

- c) Continued discussion for possible Committee Chair action of creating an Ad Hoc Sanctioned Shelter Work Group (draft Ad Hoc Work Group formation wording attached).

TC COH Chair established that current Outdoor Shelter Ad Hoc would remain active through “winter”. Committee Chair reminded us that Ad Hoc rules will require some kind of reorganization of the Outdoor Shelter effort and we need to address this. Committee Chair tabled this item until February anticipating that more status information will be available by then.

## VIII. NEW BUSINESS

- 2) Update on the Board of Supervisors (BOS) letter from the Commission’s leadership about BOS support of the Outdoor Shelter Ad Hoc Committee’s intent and efforts

Joe Bors summarized his views of the BOS presentation and deferred to Tom Crosby. Tom summarized his observations from a document created for the Outdoor Shelter Ad Hoc committee responsible for the presentation and follow-up with County staff. An important component was an outline of next steps including providing input to staff for discussions with BOS at their upcoming offsite annual strategic discussion, and the path that input to staff will follow.

- b) Follow up from discussion with County Counsel regarding adding non-voting community members to the Housing Committee and to its work task assignments or ad hoc committees

Chair shared the outcome of a discussion with County Council that a Standing Committee can include non-voting members. And, the Standing Committee Chair can form an Ad Hoc committee or task assignments that can also then have non-voting participants. He also indicated that he understands a subset of those Ad Hoc non-voting participants can be members of TCCOH (as long as they are not members of the Standing Committee, and neither a Committee quorum nor a Commission quorum is established).

- c) Discussion with possible action regarding the Commission’s Housing Committee formation language and related scale and scope of work to be done by the Committee.

This discussion generated a lot of interest and surfaced a wide range of views, surfacing some frustration in how best to align and make progress. To be continued.

## IX. Committee Members’ input to the next meeting agenda

No input was provided for the Feb. agenda

## X. ANNOUNCEMENTS

No announcements were made

## X. ADJOURNMENT

Meeting adjourned by Chair at 2:57PM

## **Item VII Unfinished Business**

### **a: Continued consideration and possible action on potential future speakers**

The Housing Committee brainstormed an initial list of speakers / research sources. The Committee has heard from the Continuum of Care (CA 256) (see Committee minutes of Nov. 2021 & Jan. 2022). More Committee recommendations for speakers may be added later.

In coordinating discussion with the Commission Chair it was agreed that the Committee's list be sent to the Commission to identify those speakers appropriate for the whole Commission (then if the committee wants a more in-depth discussion they can invite the speaker to follow up with the Committee.). What speakers the Commission does not select for the whole group to hear may then be invited by the Housing Committee as and when appropriate.

The February Housing Committee report to the Commission recommended for consideration the following list of potential speakers or research interviewees.

- Rebecca Espino, TC HHS
- Quincy Yaley, TC CDD
- TC Housing Committee
- CNVC
- Habitat for Humanities
- Resiliency Village
- CSAC / RCAC
- Greg Popovich
- Adam Wilson
- Silver Spur

\* *Note:* Kellae Brown was not on the list provided in the Committee report to the Commission, though she is mentioned in Committee meeting minutes. Committee chair will correct this oversight to have Kellae Brown included in the list from the Housing Committee.

The February Committee discussion is to focus on expanding the list above as appropriate for the Housing Committee. We will wait to see which speakers the Commission decides is appropriate for the whole group before we decide on which speakers to invite to the Committee.

## **Item VII. UNFINISHED BUSINESS**

### **b) Continued discussion for possible action of the Jan. 2022 items VII b) & c): 2022 Work Tasks;**

In consultation and coordination with the Commission Chair, the Chair of the Housing Committee has requested that the Commission accepts and affirms four specific 2022 Committee work areas on which to focus. The request was included in the February 2022 Commission meeting agenda packet as part of the Committee's report. The Committee has discussed these areas, along with several others, in two different meetings. (The Commission has been presented with these proposed work items in the strategic plan model - in the midst of a lot of other items).

Two of the four areas, affordable housing and outdoor shelter, were approved by the Commission as part of its list of 2022 intended work areas; these two areas fall within the formation language of the Housing Committee. It seems appropriate to assign these two Commission approved 2022 work areas to its standing Housing Committee to do the basic work in these areas and bring information and recommendations back to the Commission for action.

With Commission acceptance or affirmation, the committee chair is prepared to work with committee members to make specific task assignments at the February Committee meeting. The four proposed 2022 Housing Committee intended work areas requested to be accepted by the Commission are:

- Opportunities for more affordable housing;
- Review of housing planning & permitting policies, procedures and regulations as they relate to homelessness;
- Community partners based sanctioned outdoor shelter program;
- Liaison, communications and coordination with shelter and housing resource organizations in the County.

In the spirit of can do optimism that the Commission will accept or affirm these four areas for 2022 focus of Committee work, below is the Chairs initial ad hoc work assignment language for each of the four areas. Committee discussion of this agenda item VII b) is to primarily address language of the ad hoc work area assignments for Committee clarity, input for improvements, understanding the work expected and how and when it's to be done. Along with other logistical and technical considerations. Essentially the results of each of these four needed ad hoc tasks is a work plan for addressing the task issue (i.e. affordable housing, outdoor shelter, permitting policy review evaluation, liaison and communications).

The approach that the Committee Chair intends to use is to request individual Committee members to accept responsibility for facilitating the work of a specific ad hoc task assignment. Committee members are not required to take ad hoc assignments or appointments, each member is free to accept or decline a work assignment request from the Chair. As appropriate, the Chair may assign a Committee officer or other voting member to the task to support the work task's Facilitator. (Currently, no more than two Committee members can be involved in an ad hoc work task to comply with not being quorum of the Committee.) The amount of time committed to these specific ad hoc task by the Committee members is to be determined and managed by the assigned members themselves.

Each work task facilitator is to: develop an initial task work activities schedule; identify and recruit appropriate community non-voting volunteer participants to help with work activities; facilitate the task work activities process and schedule; coordinate and oversee the work of the volunteers, and any other miracles of managing a process needed to accomplish the ad hoc work task results. (As a note of caution, volunteer participants should be limited to only those needed, and as they're needed in the task work process for effective time and task management.)

Following is draft initial ad hoc work task assignment language for each of the four proposed work areas:

i. Opportunities for more affordable housing;

*Ad Hoc Work Assignment:*

The TC CoH Housing Committee has need of an ad hoc work task to develop an affordable housing opportunities development plan to recommend to the Commission. The plan is to be completed and recommended to the Housing Committee for review, for recommendation to the Commission, by the Committee's October 2022 meeting. The Committee member accepting assignment to facilitate this ad hoc work task is to report to the Committee at its regularly scheduled meetings on the work status and progress. As appropriate, the Committee will discuss the status report, providing the task facilitator feedback. The affordable housing opportunities development plan developed is to:

- Include as appropriate community volunteers to help the Committee's facilitator with the work;
- Be based on an assessment of public and private affordable housing development options available;
- Provide draft work plan goals and implementation strategies consistent with the Commission's approved vision, mission, scope, responsibilities and functions;
- Analyze the draft plan implementation environment in terms of its strengths, weaknesses, opportunities, threats, trends (SWOTT);
- Prioritize draft work plan goals and provide appropriate plan implementation strategies;
- Provide goals' objectives with measurable results for adaptive implementation management;
- Include a plan recommendation for implementation performance monitoring and evaluation;

Initial consideration for Facilitator assignment discussion: Tom Crosby; for support: Chair

ii. Review housing planning & permitting policies, procedures and regulations as they relate to homelessness;

*Ad Hoc Work Assignment:*

The TC CoH Housing Committee has need of an ad hoc work task to develop a housing planning & permitting review and evaluation plan to recommend to the Commission. The plan is to be completed and recommended to the Housing Committee for review, for recommendation to the Commission, by the Committee's October 2022 meeting. The Committee member accepting assignment to facilitate this ad hoc work task is to report to the Committee at its regularly scheduled meetings on the work status and progress. As appropriate, the Committee will discuss the status report, providing the task facilitator feedback. The housing planning & permitting review and evaluation plan developed is to:

- Include as appropriate community volunteers to help the Committee's facilitator with the work;
- Be based on an inventory of public housing planning & permitting policies, procedures and practices;
- Include a reasonable and appropriate draft evaluation review process and evaluation reporting format;
- Provide work plan goals and implementation strategies consistent with the Commission's approved vision, mission, scope, responsibilities and functions;
- Analyze the plan implementation environment in terms of its strengths, weaknesses, opportunities, threats, trends (SWOTT);
- Prioritize work plan goals and provide appropriate plan implementation strategies;
- Provide goals' objectives with measurable results for adaptive implementation management;
- Include a plan recommendation for implementation performance monitoring and evaluation;

Initial consideration for Facilitator assignment discussion: LeeAnn Hatton; for support: Chair

iii. Community partners based sanctioned outdoor shelter program;

*Ad Hoc Work Assignment:*

The TC CoH Housing Committee has need of an ad hoc work task to develop a community partners based Sanctioned Homeless Camps Program development plan to recommend to the Commission. The plan is to be completed and recommended to the Housing Committee for review, for recommendation to the Commission, by, or before, the Committee's October 2022 meeting. The Committee member accepting assignment to facilitate this ad hoc work task is to report to the Committee at its regularly scheduled meetings on the work status and progress. As appropriate, the Committee will discuss the status report, providing the task facilitator feedback. The Sanctioned Homeless Camps Program plan developed is to:

- Include as appropriate community volunteers to help the Committee's facilitator with the work;
- Include appropriate work results of an earlier Commission ad hoc outdoor shelter committee;
- Be based on a survey of public and private landowners' or land managers' inclination to participate and what their needs are in order to participate in the program;
- Provide work plan goals and implementation strategies consistent with the Commission's approved vision, mission, scope, responsibilities and functions;
- Analyze the plan implementation environment in terms of its strengths, weaknesses, opportunities, threats, trends (SWOTT);
- Prioritize work plan goals and provide appropriate plan implementation strategies;
- Provide goals' objectives with measurable results for adaptive implementation management;
- Include a plan recommendation for implementation performance monitoring and evaluation;

Initial consideration for Facilitator assignment discussion: Joe Bors; for support: Vice-Chair

iv. Liaison, communications and coordination with shelter and housing resource organizations in Tuolumne County.

*Ad Hoc Work Assignment:*

The TC CoH Housing Committee has need of an ad hoc work task to develop a local and regional housing organizations liaison, communications and coordination plan to recommend to the Commission. The plan is to be completed and recommended to the Housing Committee for review, for recommendation to the Commission, by the Committee's October 2022 meeting. The Committee member accepting assignment to facilitate this ad hoc work task is to report to the Committee at its regularly scheduled meetings on the work status and progress. As appropriate, the Committee will discuss the status report, providing the task facilitator feedback. The organizations liaison, communications and coordination plan developed is to:

- Include as appropriate community volunteers to help the Committee's facilitator with the work;
- Be based on a survey of appropriate local and regional shelter and housing, non-profit, faith based, private and public organizations' needs and willingness to participate with liaison and coordination;
- Provide work plan goals and implementation strategies consistent with the Commission's approved vision, mission, scope, responsibilities and functions;
- Analyze the plan implementation environment in terms of its strengths, weaknesses, opportunities, threats, trends (SWOTT);
- Prioritize work plan goals and provide appropriate plan implementation strategies;
- Provide goals' objectives with measurable results for adaptive implementation management;
- Include a plan recommendation for implementation performance monitoring and evaluation;

Initial consideration for Facilitator assignment discussion: Colette Such; for support: Vice-Chair

Ad hoc work assignments nexus to the Commission on Homelessness Bylaws:  
vision, mission, scope, responsibilities and functions

ARTICLE I - Name of Organization and its Objectives:

4. *Vision* - The Vision of the TCCOH is that Tuolumne County has adequate safe, healthy, and affordable shelter and housing options for all of the people that live in Tuolumne County.

5. *Mission* - The Mission of the TCCOH is to serve the County Board of Supervisors by advising it on policy and practice related to all services and programs that affect the County's residents currently or at risk of experiencing homelessness. The TCCOH will serve the BOS by:

a. Ensuring policy items coming to the Board are properly defined, reasonable alternatives vetted, and recommendations are clear.

b. Providing a forum for input on potentially controversial policy issues

c. Performing other duties relative to issues related to homelessness in Tuolumne County as may be assigned by the Board of Supervisors or taken on by this committee.

d. Partnering with and reviewing proposals from Tuolumne County staff and community partners regarding homelessness.

6. *Scope* - The TCCOH shall be the policy advisory committee to the County of Tuolumne Board of Supervisors and Its scope shall be for all programs, decisions, and services which may be targeted at or particularly affect homeless populations in Tuolumne County including but not limited to protecting those at-risk of homelessness, providing services for those currently homeless, or recommending establishing policy to address community issues related to homelessness.

ARTICLE II - Responsibilities and Functions:

1. Study, review, evaluate, and make recommendations to the Tuolumne County Board of Supervisors and other relevant community agencies relative to any and all matters affecting or being caused by homeless, those at risk of homelessness, and transient populations in Tuolumne County, including but not limited to matters such as health, housing, employment, transportation, compliance, and community maintenance.

2. Identify the various services made available to homeless populations in Tuolumne County both governmental and non-governmental agencies, and to the extent feasible, act as a voluntary coordinating body for such agencies.

3. Study and inform residents of Tuolumne County and the Board of Supervisors of pertinent proposed or enacted legislation and/or regulatory changes related to homelessness, and policies and programs pursued by other areas.

4. Perform other duties relative to issues related to homelessness in Tuolumne County as may be assigned by the Board of Supervisors or taken on by this committee.

Nexus with the Commission's Bylaws:

- *Opportunities for more affordable housing:* Directly related to: Art.I.4 (mentioned in vision). Art. I.5 (Mission: all services and programs that affect ... homelessness); Art.I.6 (scope: ... all programs, decisions, and services...): Art. II.2 (...Identify the various services... act as a voluntary coordinating body); And, a commission 2022 priority that fits the Housing Committee formation language.
- *Review of housing planning & permitting policies, procedures and regulations as they relate to homelessness:* Art. I.5 (Mission: all services and programs that affect ... homelessness); Art.I.6 (scope: ... all programs, decisions, and services...): Art. II.1 (...Study, review, evaluate, and make recommendations ... any and all matters... recommending establishing policy)
- *Community partners based sanctioned outdoor shelter program:* Directly related to: Art.I.4 (mentioned in vision). Art. I.5 (Mission: all services and programs that affect ... homelessness); Art.I.6 (scope: ... all programs, decisions, and services... providing services for those currently homeless). And, a commission 2022 priority that fits the Housing Committee formation language.
- *Liaison, communications and coordination with shelter and housing resource organizations in the County:* Art. I.5 (Mission: all services and programs that affect ... homelessness & 5.d Partnering with....); Art.I.6 (scope: ... all programs, decisions, and services...): Art. II.1 (...Study, review, evaluate, and make recommendations ... any and all matters...) Art. II.2 (...Identify the various services... act as a voluntary coordinating body);