



Community, Housing, & Human Services Board

Vision: To provide opportunities that enhance the quality of life for Spokane's extremely low to moderate income populations.

August 4, 4:00 PM
Teleconference Meeting

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

4:00 – 4:10 Call to Order - Board Chair

- 1) Approval of Agenda: **ACTION**
- 2) Public Comment - Please restrict comments to items relevant to the CHHS Board
- 3) Approval of the July Meeting Minutes: **ACTION**

4:10 – 4:25 Discussion

- 1) 2021 Action Plan - **ACTION**

4:25 – 5:00 Board Education

- 1) Discussion regarding the Board moving forward.
 - i. Board involvement in leadership and committee membership
 - ii. Recruitment of new members
- 2) Which group of people are missing from the Board?
- 3) Extending Board Membership - **ACTION**

5:00 – 5:20 Director Report Kirstin Davis

5:20 – 5:35 Updates

- 1) City Council

5:35 – 5:50 Committee Updates

- 1) Affordable Housing Committee
- 2) Evaluation and RFP Committee

5:50 – 6:00 Announcements

6:00 Adjournment - Board Chair

2021 Board Meeting Schedule

All Board meetings are held via WebEx from 4:00pm – 6:00pm unless otherwise posted.

Join by Phone 1-408-418-9388 Access Code: 1462-06-0991

January 6, 2021

February 3, 2021

March 3, 2021

April 7, 2021

May 5, 2021

June 9, 2021

July 7, 2021

August 4, 2021

September 1, 2021

October 6, 2021

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

November 3, 2021
December 1, 2021

	Jan. 6	Feb 3	March 3	April 7	May 5	June 9	July 7	Aug. 4	Sept. 1	Oct. 6	Nov. 3	Dec. 1
Gordon Graves	X	X			X	X	X					
Adriane Leithauser	X	X		X	X	X	X					
Rebecca Sero	X	X		X		X	X					
Kate Burke – Council Member	X	X		X								
Anne Stuyvesant-Whigham	X	X		X	X	X	X					
Dillon Thorpe	X	X		X		X						
Kathleen Torella – County Rep	X	X		X	X		X					
Betsy Wilkerson – Council Member	X	X		X	X							
Barry Barfield	X	X		X	X	X	X					
Bob Hutchison	X	X				X	X					
Jason McAllister	X	X		X								
Jeri Rathbun	X	X		X	X	X	X					
Ike Okoli					X		X					
Kathryn Alexander				X	X	X	X					

STANDING COMMITTEE MEETING INFORMATION

Affordable Housing Committee: Second Tuesday of each month, 11:30 to 1:00.

Arlene Patton, Adriane Leithauser, Phil Altmeyer, Andy Hoyer, Mark Muszynski, Patricia Kienholz, Gordon Graves, Diane Zemke, Barry Barfield, Michone Preston

Evaluation & Review Committee: Schedule TBD

Anne Stuyvesant-Whigham, Rebecca Sero, Dillon Thorpe, Jeri Rathbun, Kim Taylor, Diane Zemke, Arlene Patton, Sara Clements-Sampson, Rowena Pineda

Executive Committee: Third Wednesday of each month, 1:00 to 2:30 P.M. City Hall, 6th floor Conference Room - *Anne Whigham, Adriane Leithauser, Jeri Rathbun, Dillon Thorpe*

CA/CD: First Tuesday of each month, 5:30 - 7:00 P.M. West Central Community Center, Newton Room

Refer to <https://spokanechhs.org/> for information on Board-related meetings and events

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Community, Housing, & Human Services (CHHS) Board

July 7, 2021
Meeting Minutes

Meeting called to order at 4:03 PM.

Attendance

- **Board Members Present:** Adriane Leithauser (Chair), Anne Stuyvesant-Whigham, Barry Barfield, Jeri Rathbun, Kathryn Alexander, Gordon Graves, Bob Hutchinson, Rebecca Sero, Ike Olke, Kathleen Torella
- **Staff Present:** George Dahl, Kelly Burnett, David Lewis, Cassi Brown, Becky Tuno, Margret Hinson, Debbie Cato, Brenda Schreiber
- **Guests Present:**

The Attendance roster listed above may not capture all the individuals that attended virtually if they joined the meeting after it had started due to the limitations of the virtually meeting platform

Approval of the Agenda:

Motion to approve agenda made by Board Member Jeri Rathbun and seconded by Board Member Bob Hutchinson.

➤ AGENDA APPROVED

Public Comments:

No Public Comments.

Approval of the May Board Minutes:

Before the June Minutes could be approved it was noted that there was a spelling error to the LIHTC Project.

Motion to approve the June Board Minutes with the spelling update made by Board Member Anne Whigham and Seconded Board Member Hutchinson.

➤ BOARD MINUTES APPROVED

RFI Update:

City Staff member David Lewis provided the board with the following information. The RFI is a list of opportunities and it will help the group with strategizing their efforts. An RFI is a request for information and are not looking to fund anything and get a sense of what we can consider funding.

2021 Action Plan:

City of Spokane Staff Member George Dahl provided the following information to the board as well as sharing his computer screen via the Webex Format.

- Need to Open up public comment period around the Annual Action Plan.
- Currents needs of the community - Affordable Housing and access, Urgent public Health, Safety and community based social service programming.
- The annual action plan is a summary of resources and projects for the upcoming year. Projects that are funded are based and support the consolidated plan needs and goals.
- Annual action plan covers CDBG, HOME and ESG funded programs.
- Why do we hold these public hearings and comment periods? - Want the community to

see what we plan on doing and would like to get feedback or comments about this. Are we addressing the needs of the community, or are there any questions about the project do we need to provide more information to the community.

- How can make a comment? Individuals can make comments during the public hearings Council meetings, board meetings as well as emailing the city and or calling.
- All comments should receive a response within 15 days and all comments will be included with the Annual action plan submission to Hud.
- Public Comment period will begin 7/7/2021 and run through 8/6/2021

Motion to open and run the public comment period beginning 7/7/2021 - 8/6/2021 made by Board Member Gordon Graves and seconded by Ike Okle.

➤ MOTION APPROVED

Directors Report:

City Staff member David Lewis provided the following information:

- Staffing - A list of what the department needs in regards to employs was submitted to City Administration. There was more talk around staffing for the department.
- Rental Assistance Dashboard for the City of Spokane Website is being worked on.
- YHDP and CoC renewal applications are underway.
- If anyone had any additional questions about the RFI please send those to David Lewis.
- Bed and Shelter Inventory - would like to be to share our report out externally.

Council Update: No update from City Council

Committee Updates:

Affordable Housing Committee - No update

RFP Committee - Better Health Together - Still in the process of doing training with the various groups and working with these groups to come up with a budget.

Announcements

Mayor held a public meeting in regards to the housing ordinance. Some members may not have been able to join this meeting due to it being at the same time as our meeting. Would like all board members to look it over and if they have any questions send them in.

Meeting Adjourned

Motion to adjourn the meeting made by Board Member Whigham and seconded by Board Member Kathryn Alexander

➤ APPROVED

Meeting Adjourned at 5:21 PM.

The next CHHS Board Meeting is scheduled for **August 4, 2021 from 4-6 pm.**