



## Community, Housing, & Human Services Board

June 5, 2024, 4:00 p.m.

Hybrid Meeting – Microsoft Teams and City Council Briefing Center  
808 W. Spokane Falls Blvd., Spokane, WA 99201

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

<b>TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE</b>	
<b>4:00 – 4:05</b>	<b>Call to Order – Board Chair</b>
	<ol style="list-style-type: none"> <li>1. Approval of Agenda: <b>ACTION</b></li> <li>2. Approval of Minutes: <b>ACTION</b></li> <li>3. <b>Public Comment</b> – Please restrict comments to items relevant to the CHHS Board</li> </ol>
<b>4:05 – 4:35</b>	<b>Director’s Report</b>
	<ol style="list-style-type: none"> <li>1. HHOS Update</li> <li>2. Upcoming and open RFPs</li> <li>3. Contract Monitoring</li> <li>4. Collaboration among municipalities</li> </ol>
<b>4:35 – 4:50</b>	<b>Board Education</b>
	OPMA Training (at the end of the meeting for those who have not completed it)
<b>4:50 – 5:45</b>	<b>Discussion and Action Items</b>
	<ol style="list-style-type: none"> <li>1. Open Public Comment Period for Fair Housing Action Plan - <b>ACTION</b></li> <li>2. New</li> <li>3. Bylaws Update</li> <li>4. Eval/RFP Committee Membership: <b>ACTION</b></li> </ol>
<b>5:45 – 5:55</b>	<b>Council and Committee Updates</b>
	<ol style="list-style-type: none"> <li>1. Council</li> <li>2. Affordable Housing</li> <li>3. RFP/Eval</li> <li>4. CoC</li> </ol>
<b>5:55 – 6:00</b>	<b>Announcements</b>
<b>6:00</b>	<b>Adjournment – Board Chair</b>

### **2023 Board Meeting Schedule**

All Board meetings are held on the first Wednesday of each month; attendance is in person in the City Council Briefing Center and via Microsoft Teams from 4:00 p.m. to 6:00 p.m., unless otherwise posted.

[Click here to join the meeting](#)

**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 Council Briefing Center 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.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mlowmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Board Members	Jan. 3	Feb. 7	Mar. 6	Apr. 12	May 1	Jun. 5	Jul. 3	Aug. 7	Sep. 4	Oct. 2	Nov. 6	Dec. 4
Barb Lee	X	X	X	A	X							
Caroline Yu				X	X							
Casey Bowers	X	X	X	X	X							
Christabel Agyei				X	X							
David Edwards	X	X	X	X	X							
Eric Robison	X	X	X	X	X							
Flor Casteneda				X	X							
George Dahl – County Rep	X	X	X	X	X							
Gloria Mantz – CoC Liaison				X	X							
James Randall				X	X							
Jeri Rathbun (Chair)	X	X	X	X	X							
Karen Ssebanakitta	X	X	X	X	X							
Leslie Hope	X	X	X	X	X							
Lili Navarrete – Council Member				X	X							
Paul Dillon – Council Member		X	X	A	X							
Wes Anderson				X	X							

**STANDING COMMITTEE MEETING INFORMATION**

**Affordable Housing Committee:** Second Tuesday of each month, 10:30 a.m. - 12:00 p.m.

David Edwards (Chair), Arlene Patton, Adriane Leithauser, Phil Altmeyer, Andy Hoye, Mark Muszynski, Patricia Kienholz, Diane Zemke, Michone Preston, Eric Robison (Vice Chair), David Edwards (Chair), Caroline Yu, Leslie Hope

**Evaluation & Review Committee:** Third Wednesday of each month, 10:00 - 11:00 a.m.

Karen Ssebanakitta (Chair), Jeri Rathbun, Kim Taylor, Diane Zemke, Arlene Patton, Rowena Pineda, Barb Lee, Casey Bowers, James Randall, Christabel Agyei

**Executive Committee:** Third Wednesday of each month, 4:00 - 5:30p.m.

Jeri Rathbun, Leslie Hope, David Edwards, Karen Ssebanakitta

**CA/CD:** First Tuesday of each month, 5:30 to 7:00 p.m.

Refer to <https://my.spokanecity.org/bcc/boards/community-housing-and-human-services-board/> for more information on Board-related meetings and events.

**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 Council Briefing Center 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.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mlowmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

# Community, Housing & Human Services Board

May 1, 2024  
Meeting Minutes

Meeting called to order at **4:12 PM**.

## **Attendance/Introductions**

- **Board Members Present:** Jeri Rathbun, Flor Castaneda, Caroline Yu, Christabel Agyei, Wes Anderson, David Edwards, James Randall, Casey Bowers, Barb Lee, Karen Ssebanakitta, Paul Dillon, Lili Navarrete, Eric Robison, Leslie Hope, George Dahl
- **Staff Present:** Arielle Anderson, Keri Cederquist, Adam Schooley, Kimi Clifton, Heather Page, Kimberly Babb, Kathy Downs
- **Guests Present:** Nicolette Ocheltree, Cory Bonallo, Andres Grageda, Tammy Meyers, Tom Murphy, Gloria Mantz

\*\*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:**

Jeri Rathbun requested to amend the agenda to include approving Gloria Mantz as the CoC Liaison to the Board.

**MOTION** by Wes Anderson, seconded by Karen Ssebanakitta, **to approve the Agenda, as amended; unanimously approved.**

## **Approval of the Minutes:** March and April

**MOTION** by Wes Anderson, seconded by Caroline Yu, **to approve the March and April meeting minutes; approved unanimously.**

**Public Comment:** None.

## **Director's Report:** Welcome Arielle Anderson

Arielle Anderson provided an overview on staffing in the department, work on the 5-year plan (which Kimberly Babb will give a full report on in this meeting), and requested the board let her know of any other topics they would like her to report on in the future.

## **Board Education:** Fair Housing Assessment – Marley Hochendoner, Northwest Fair Housing Alliance

Marley Hochendoner presented on the assessment results. (Slides attached.)

## **Discussion and Action Items:**

**Welcome New Board Members:** Christabel Agyei, Wes Anderson, Flor Castañeda, James Randall, Caroline Yu

Call for Bylaws Committee Volunteers: Jeri asked for volunteers to assist with updating the Bylaws.

Confirm CoC Liaison: Confirm Gloria Mantz as the CoC Liaison.

**MOTION** by Wes Anderson, seconded by Flor Castenada and Barb Lee, **to confirm Gloria Mantz as the CoC Board Liaison; approved unanimously.**

Confirm New Committee Members: James Randall and Caroline Yu

**MOTION** by Karen Ssebanakitta, seconded by David Edwards, **to confirm James Randall to Evaluation and Request for Proposals Committee and Caroline Yu to the Affordable Housing Committee; approved unanimously.**

2025 – 2029 Consolidated Plan Update: Kimberly Babb presented on the 5-Year Plan progress and timeline.

HHOS – RFP Recommendations: Karen Ssebanakitta presented on the HHOS recommendations made by the RFP committee including explaining what had happened since the original recommendations that were made in December. (Slides attached.)

**MOTION** by Karen Ssebanakitta, seconded by Eric Robison, **to approve the RFP Committee’s recommendation for the HHOS Funding Grant (spreadsheet that details out recommendations attached); approved unanimously (with Flor Castaneda abstaining).**

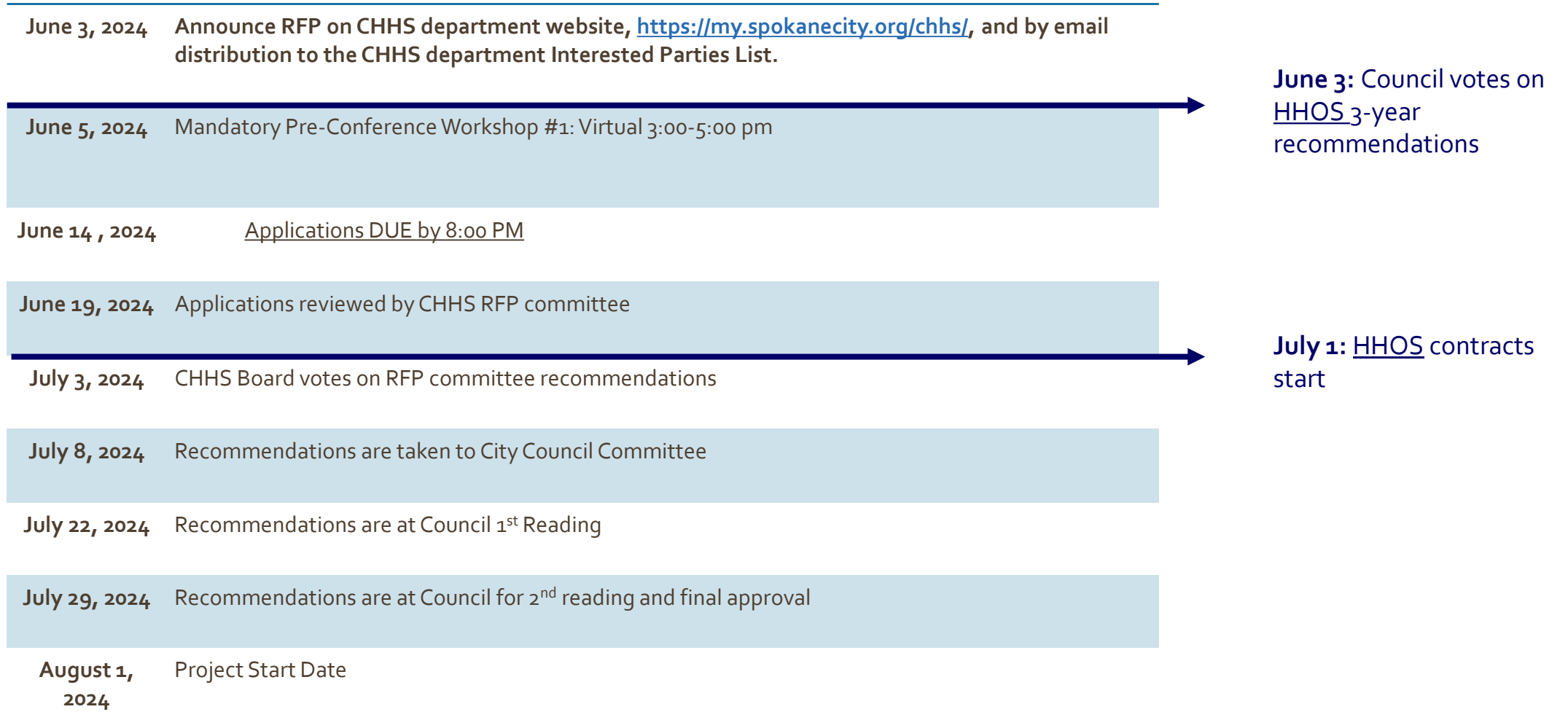
**Announcements:**

- OPMA Video – All Board Members are required to complete this training by the June 5, 2024, Board Meeting
- Conflict of Interest – All Board Members are required to complete this form by the June 5, 2024, Board Meeting

**Meeting Adjourned at 6:06 PM.**

The next CHHS Board Meeting is scheduled for **June 5, 2024 from 4:00-6:00 pm.**

# Housing Navigation Center Operator + Service Provider Partnership



# 1590 Affordable Housing RFP

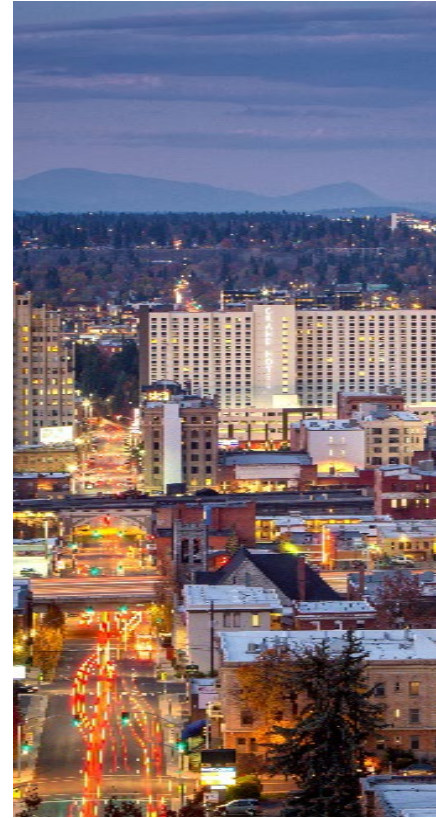
<b>Activity</b>	<b>Date</b>
Advance Notice sent out via e-mail	Thursday, May 9, 2024
Publish the Public Notice	Wednesday, May 15, 2024
Applications Available	Monday, May 15, 2024
Virtual Workshop	Tuesday, May 28, 2024
Applications Due	Friday, June 28, 2024
Acknowledgement Letter sent out to all applicants	Monday, July 1, 2024
Staff reviews completed and sent to AFH Committee	Friday, July 19, 2024
Special Meeting of AFH Committee Application Review Meeting	Tuesday, July 30, 2024
AFH Recommendations Reviewed by CHHS Board	Wednesday, August 7, 2024
CHHS Board Recommendations Presented to Council Committee	Monday, August 12, 2024
Council Finalizes Funding Recommendations	Monday, August 26, 2024
Notify Applicants of Funding Decisions	Friday, August 30, 2024



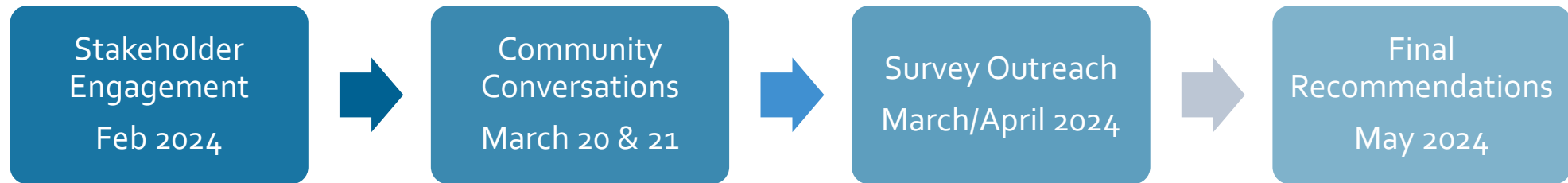


# Emergency Shelter Audit Recommendations

May 13th, 2024



# Emergency Shelter Audit



## Tours and interviews:

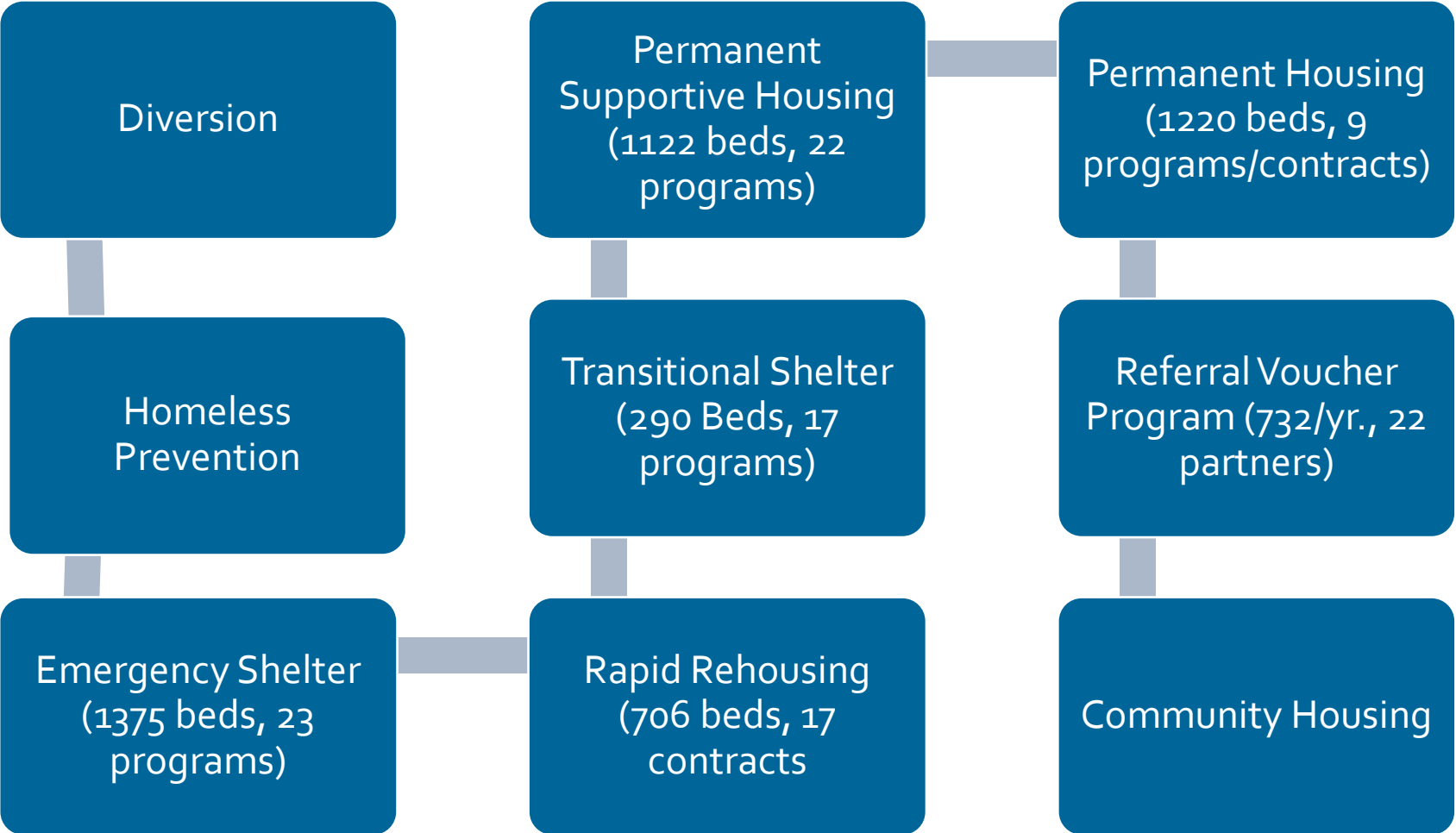
- Several City Departments consulted: Code Enforcement, Neighborhood Services, Community, Housing, Human Services, Municipal Court, 311, Emergency Management, City Council
- 8 tours and interviews of shelters (Cannon Warming Center, Jewels Church Program, House of Charity, The Salvation Army, Family Promise, Union Gospel Mission, Volunteers Of America, Youth Family Adult Connections )
- Additional partners interviewed: Downtown Spokane Partnership, members of the homeless community not engaging with shelters, Spokane Police Department and ride along, Aging & Long-Term Care Eastern Washington

## Surveys:

- Community Survey: 464 responses
- Neighborhood Council Survey: 103 responses



# Continuum of Housing



# Recommendations

Navigation  
Center

Scattered Smaller Shelters

Leverage  
Partnerships

Addressing Gaps

Community  
Center and  
Churches



Group Homes,  
Long-Term  
Care, Hospice

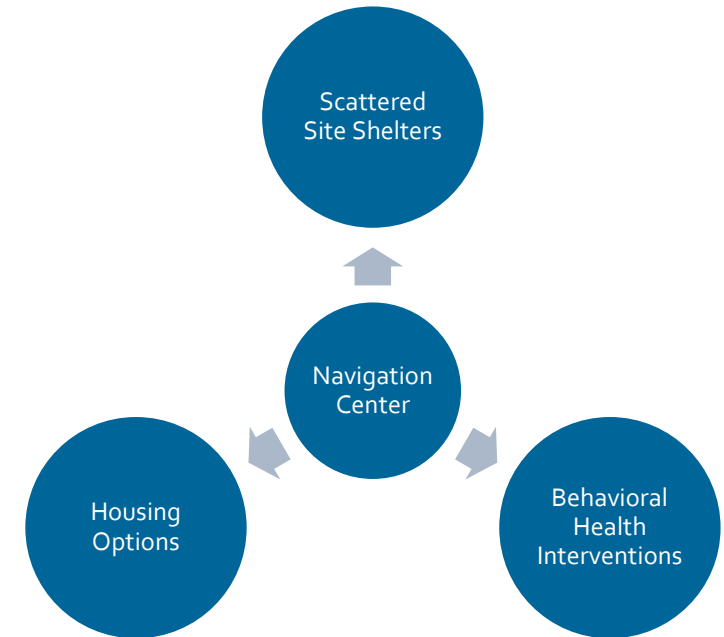
Detox/Sobering

Whole Region  
Participation

# Navigation Center

Service enriched entry point shelter for high needs adults experiencing homelessness. From the navigation center individuals are referred to appropriate longer stay placement options.

- On site coordination and operations staff 24/7.
- Visiting Providers to address health needs.
- Housing focused individualized and holistic supportive services.
- Limited stay overnight shelter capacity for approx. 30 people
- Smaller scattered shelters can address populations specific needs and strengths.



# Implementation Timeline



## RFP Highlights

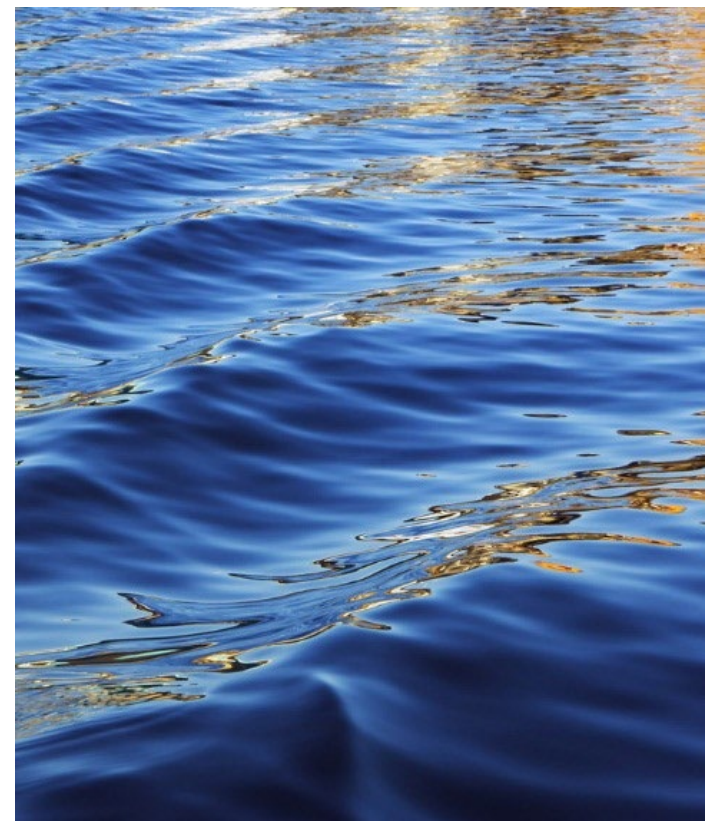
- Anticipate \$8 Million to address decommissioning of TRAC and launch of new model
  - \$4 Million from State Legislature
  - \$4 Million in Emergency Housing Fund Grant from WA Department of Commerce
- Includes an operator for the Navigation Center to coordination and facilitate partnerships and outcomes
- Working to identify opportunities for capacity building to ensure opportunities for new organizations
- Planning to include surge capacity to address heating/cooling/air quality

## Timeline Awareness

- May need CHHS Board and Council to allow exceptions to committee/briefing to meet goals



Thank you



## Homeless Service Provider Community Call 4/29/2024

Attendees: Kira Lewis, Mackenzie Driscoll, Zach Smith-Williams, Sarah Isakson, Gidget Willoughby, Chelsa McDaniel, Sofia Ramos, Anne Raven, Eric Robison, Heather Baker, Keri Cederquist, Kayla Myers, Leona Flowers, Luis Manriquez

### Updates from SRHD

- Vax Expo is this Wednesday
- Board of Health has approved a feasibility study for the separation of SRHD's Opioid Treatment Division from the health district
  - This is NOT a reduction in services, and Treatment Services will remain under SRHD until further notice

### Updates from Sarah (Providence Community Clinic)

- Still going to shelters to provide care
- Partnering with Molina's mobile RV unit to provide care

### Updates from Anne (Fire Department)

- Expanding CARES department—more social workers will be available
  - Social Work hours are M-F 8 am to 5 pm (hope to expand to weekends at some point)
- Medication assisted treatment—still providing Suboxone on the street
  - Struggling to find right clients for suboxone program
  - Ideal client is someone who got a lot of Narcan and is conscious and able to consent; people may be more likely to consent if the Narcan has started withdrawal symptoms
  - Many potential clients are taken straight away in ambulances and there is no way to intervene with Suboxone at that moment
  - Suboxone hours are M-Th 10 am to 8 pm
- Patients initiated on Suboxone will have a warm handoff to a treatment facility
  - Provider-to-provider handoff
  - Social worker team will follow patient to make sure they have transportation, are keeping up with treatment, etc.

### Updates from Luis (CHAS Street Med)

- People do not need to be in full withdrawal to get Suboxone
- Many people who are resuscitated from overdose are not willing to go to the hospital
- Wait 3 minutes between Narcan doses (start a timer because 3 minutes feels like a long time when a person isn't breathing)
- Provide rescue breaths every 6 seconds if the person is not breathing (pale/purple lips are a symptom of not breathing)

- CPR (chest compressions) are rarely needed in overdoses (compressions are only necessary if a person hasn't been breathing for long enough that their heart has stopped)
  - If you see someone go down, they likely do not need chest compressions (they haven't been overdosing long enough for breathing and then heart to stop)
  - Check pulse—providing chest compressions while a person has a pulse is harmful

#### Updates from Gidget (Revive)

- Wellpoint's (previously Amerigroup) housing system is frozen for now
- People can still do housing assessments during the freeze

## Homeless Service Provider Community Call 5/13/2024

Attendees: Betsy Bertelsen, Erin Whitehead, Mackenzie Driscoll, Tammy Meyers, Sabrina St. Clair, Anne Raven, Chelsa McDaniel, Arielle Anderson, Gerriann Armstrong, Sofia Ramos, Sarah Isakson, Serena, Keri Cederquist, Kayla Myers, Mercedes Carney, Elaine Mansoor, Tracie Nunez

### Update from SRHD Epi

- No current covid or other outbreaks in any shelters.
- A few isolated shigella cases—this is to be expected for a while. We will continue to monitor.

### Update from Kayla (SRHD Imms)

- Immunizations clinic at New Hope Resource tomorrow

### Update from Sarah (Prov Community Clinic)

- Expanding outreach to 4 days per week
- Partnering with Molina to provide services on Molina bus.

### Update from Arielle (City of Spokane)

- City of Spokane is looking to move away from large shelters.
- Will update this group when subject matter experts are necessary.

### Update from Mercedes (Hope House)

- HH will be trying out the new SHA online application.

### Update from Elaine (Salvation Army)

- No longer with Rising Strong
- Now working for Salvation Army
- Space is available at Stepping Stones.

### Update from Gerriann (The Way Out)

- Street outreach has been visiting more frequently due to some patrons with ongoing health issues.
- Space available for new patrons—welcome referrals.

### Update from Tracie (UGM Women and Children's)

- 7 spots available