



## Community, Housing, & Human Services Board

August 7, 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 – 4:30</b>	<b>Board Education</b>
	Single Family Rehab & Minor Home Repair Programs - SNAP
<b>4:30 – 5:30</b>	<b>Discussion and Action Items</b>
	<ol style="list-style-type: none"> <li>1. Evaluation &amp; RFP Committee Nominee: Chris Mckinney - <b>ACTION</b></li> <li>2. RFP Recommendation: Homeless Services – <b>ACTION</b></li> <li>3. RFP Recommendation: Affordable Housing Development – <b>ACTION</b></li> <li>4. County “HEAL” Grant &amp; Community Stakeholder Meetings – George Dahl</li> <li>5. Board Survey: Member Representation and Education Topics</li> <li>6. Draft Bylaws Update – Karen Ssebanakitta</li> </ol>
<b>4:30 – 4:45</b>	<b>Director’s Report</b>
	<ol style="list-style-type: none"> <li>1. Department Update</li> <li>2. RFP Status</li> <li>3. Upcoming NOFAs</li> <li>4. Understanding the Annual Housing Inventory</li> <li>5. CoC Competition/YHDP</li> </ol>
<b>5:45 – 5:55</b>	<b>Council and Committee Updates</b>
	<ol style="list-style-type: none"> <li>1. City Council</li> <li>2. Continuum of Care</li> <li>3. Affordable Housing Committee</li> <li>4. Evaluation and RFP Committee</li> </ol>
<b>5:55 – 6:00</b>	<b>Announcements</b>
	<ol style="list-style-type: none"> <li>1. Consolidated Plan/Community Needs Survey</li> <li>2. Next meeting is Wednesday, September 4<sup>th</sup></li> <li>3. Anna Staal to be confirmed by Council – Aug 12<sup>th</sup></li> </ol>
<b>6:00</b>	<b>Adjournment – Board Chair</b>

### **2024 Board Meeting Schedule**

All Board meetings are held on the first Wednesday of each month unless otherwise posted; attendance is in person in the City Council Briefing Center located in the Lower Level of City Hall and via Microsoft Teams from 4:00 p.m. to 6:00 p.m. [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](mailto: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	X	X					
Caroline Yu				X	X	X	X					
Casey Bowers	X	X	X	X	X	X	X					
Christabel Agyei				X	X	X	X					
David Edwards	X	X	X	X	X	X	X					
Eric Robison	X	X	X	X	X	X	X					
Flor Casteneda				X	X	X	X					
George Dahl – County Rep	X	X	X	X	X	X	X					
Gloria Mantz – CoC Liaison				X	X	X	X					
James Randall				X	X	X	X					
Jeri Rathbun (Resigned 6/24)	X	X	X	X	X	X						
Karen Ssebanakitta (Interim Chair)	X	X	X	X	X	X	X					
Leslie Hope	X	X	X	X	X	X	X					
Lili Navarrete – Council Member				X	X	X	X					
Paul Dillon – Council Member		X	X	A	X	X	X					
Wes Anderson				X	X	X	X					
Vacant (Jeri’s Position)												

**STANDING COMMITTEE MEETING INFORMATION**

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

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

**Evaluation & Review Committee:** Fourth Wednesday of each month, 1:00 - 2:00 p.m.

Karen Ssebanakitta (Chair), James Randall (Vice Chair), Arlene Patton, Barb Lee, Casey Bowers, Christabel Agyei, Diane Zemke, Kim Taylor, Kris Neely, Susan Christenson

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

Karen Ssebanakitta, Leslie Hope, David Edwards

**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.

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# Community, Housing & Human Services Board

July 3, 2024

Meeting Minutes

Meeting called to order at **4:02 PM**.

## Attendance/Introductions

- **Board Members Present:** Wes Anderson, Flor Castaneda, Karen Ssebanakitta, Christabel Agyei, Leslie Hope, Barb Lee, Eric Robison, Caroline Yu, David Edwards, Gloria Mantz, George Dahl, Paul Dillon, Lili Navarrete
- **Staff Present:** Arielle Anderson, Tessa Jilot, Heather Page, Kimi Clifton, Jon Klapp, Cyrusz Campos, Amanda Martinez, Lucas Masjoan, Adam Schooley, Keri Cederquist
- **Guests Present:** Barry Barfield, Nicolette Ocheltree, Anna Staal, Kelly D

\*\*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** by David Edwards, seconded by Karen Ssebanakitta, **to approve the Agenda; approved unanimously.**

## Approval of the Minutes: June 2024

Request for typo correction by Karen Ssebanakitta.

**MOTION** by David Edwards, seconded by Karen Ssebanakitta, **to approve the meeting minutes as corrected; approved unanimously.**

**Public Comment:** None.

## Director's Report:

**HHOS:** Arielle Anderson reported that contracts are being worked through with a workshop being facilitated to review expectations and performance for these contracts between CMIS, Finance, and Program Staff. Waiting on scope of work forms to be returned with the intention of having these contracts our next week.

**Upcoming and Open RFPs:** Heather Page reported that the Affordable Housing RFP closed last week and over \$11 million was requested so some tough decisions will need to be made. There are 6 new construction applications, 2 rehabilitation applications, 1 acquisition application, and 1 home ownership application.

Heather then reported on the Housing Related Services RFP, advising that due to the amount of technical assistance requested, the review will be more of a challenge and the community has a significant shortage of funding for supportive services. The RFP will close on July 17<sup>th</sup>.

Heather reminded that there will be a third RFP for Behavioral Health Services, but Heather, Arielle, and Dawn are currently working on community conversations in late July to early August prior to the opening.

David took a moment to remind Affordable Housing Committee members that they will be doing their Affordable Housing Development Review on July 29<sup>th</sup> and the Housing Related Services will be done on August 30<sup>th</sup>.

Arielle reported that the CHG/SDG RFP that is currently out was extended to July 14<sup>th</sup> at the request of the providers and approval from the RFP Committee due to the holiday.

Arielle concluded saying that staff is working on the RFP for the CoC competition coming up but the next RFP going out is going to be for YHDP.

### **Education:**

**Point-In-Time Count 2024:** Arielle noted that the 2024 PIT and HIC are available on the CHHS website. She noted that there is some confusion in the public around the spreadsheet and asked for people to come to CHHS with questions and noted that she will also be presenting the data at the August Homeless Coalition meeting and encouraged people to attend that if that can.

**5-Year Plan Update:** Arielle reported that there is still time for public involvement. She encouraged anyone to contact her if they needed help connecting to the right people with any ideas or feedback for the Plan. The next step is working on benchmarks which will be exciting because of the data coming in to set those benchmarks now that we have been through Covid and are on the other side of it. Arielle offered to forward meeting invites for those who would like to join in on the planning.

### **Discussion and Action Items:**

**Nominating Committee's Report:** David reported on the current board positions and why Jeri needed to vacate her position so abruptly. He then resigned as a Co-Vice Chair.

**MOTION** by Leslie Hope, seconded by Wes Anderson, **to appoint Karen Ssebanakitta to Co-Vice Chair Position (vacated by David Edwards immediately preceding this motion); approved unanimously.**

**MOTION** by Caroline Yu, seconded by Wes Anderson, **to appoint Karen Ssebanakitta to the Interim Chair Position (Chair vacated by Jeri); approved unanimously.**

David then reported on filling the board vacancy left by Jeri's resignation due to a conflict of interest and gave an overview on how the committee decided to nominate Anna Staal.

**MOTION** by Wes Anderson, seconded by Karen Ssebanakitta, **to advance Anna Staal to the Mayor's Office; approved unanimously.**

Karen then gave a brief description on what the assignment would be for a representative at the Regional Homeless Authority meetings.

**MOTION** by Karen Ssebanakitta, seconded by David Edwards, **to confirm Leslie Hope as the CHHS Board Representative to the Regional Homeless Authority.**

Homeless Navigation Center RFP Recommendation:

Karen provided an overview on the RFP and scoring by the committee (attached). Although there was only one application, the committee did a thorough review and feels confident in the recommendation and wants to see this new system begin.

**MOTION** by Leslie Hope, seconded by Flor Castaneda, **to approve the RFP Committee's recommendation to fund the Homeless Navigation Center with Empire Health Foundation as the Operator and Revive as the Service Provider; approved unanimously.**

Public Hearing for Fair Housing Action Plan: Heather Page provided a review and asked if anyone had a comment for the hearing before asking the CHHS Board to close the comment period on July 5<sup>th</sup>.

**MOTION** by David Edwards, seconded by Christabel Agyei, **to close the Public Comment Period for the Fair Housing Action Plan on July 5, 2024; approved unanimously.**

Single Family Rehabilitation Program and Minor Home Repair Program Expansion: Tessa Jilot with John Hoover (SNAP) provided an overview about what the programs have been doing for our community, why an expansion is needed for our community, and where the money for this expansion would come from. The new contract would be added to the current one and would run from August 1, 2024 – May 31, 2025.

**MOTION** by Eric Robison, seconded by Leslie Hope, **to approve the Single Family Rehabilitation Program and Minor Home Repair Program Expansion; approved unanimously.**

Consolidated Plan Update: Heather Page reported on the survey for the Consolidated Plan <https://survey123.arcgis.com/share/b2d729d0bb4a4b67a17d4511d4e65099> and encouraged people to take the survey. Survey results and more information will be found on the CHHS website <https://my.spokanecity.org/chhs/programs/consolidated-plan/>. Heather also spoke about working with the Community Assembly as well as with County and Valley to collaborate on public meetings and partnerships and thanked them for the ability to do so.

Bylaws: Karen spoke about the form she sent out (attached) and asked for everyone to provide input by filling in the form and sending it in to her by July 26, 2024. She then went into some of the details they are really wanting to look at and see if there is a better way to do the work (terms, committee descriptions, etc.)

**Council Update:** Council Member Dillon provided an update on ARPA funds regarding the funding and relocation of services in downtown Spokane, funding for downtown cleanup and alleyway activation, etc. The ARPA plan that passed Council was a bit of a scaled down version of what Mayor Brown had proposed.

Some key things Council will be looking at on Monday are the Ordinance creating a Homeless Bill of Rights, the Federal Legislative Agenda, street medicine and alternative response for better crisis intervention especially for those who are homeless or addicted to drugs (specifically fentanyl). Council Member Bingle's Resolution directing the Mayor to enforce Prop 1 regarding illegal camping and the legal analysis for the Supreme Court ruling. Other items of interest are smart gun regulations and updating and monitoring the rental registry for landlords.

**Affordable Housing Committee Update:** David mentioned the policy that Commerce has for protesting a decision of a proposal-making volunteer group and looking to that for our own. No other updates other than what was given earlier.

**RFP Committee Update:** Committee was full and then three of people left so they looking for new members again, if anyone would like to join. The meeting date and time has changed to the fourth Wednesday of the month at 1pm, and the next meeting will be July 24<sup>th</sup> and a review will be worked on.

**COC Update:** Eric Robison provided an update: at the last meeting they reviewed PIT data. They are also looking for more board members if anyone would like to join or knows someone who might be a good fit. The main focus was on the collaborative applicant and performance outcomes. They also reviewed how to better utilize the UFA status to shift funds depending on performance.

**Regional Homeless Authority:** None – there wasn't a meeting in May.

**Announcements:** None.

**Meeting Adjourned at 5:36 PM.**

The next CHHS Board Meeting is scheduled for **August 7, 2024 from 4:00-6:00 pm.**



### Application For Committees/Boards/Commissions

The information provided on this questionnaire will be used by the Mayor and City Council in considering your appointment.  
Please complete each section, if applicable.

[ Date Stamp ]

**POSITION APPLYING FOR:** CHHS Evaluation and RFP Committee

Applicant's Name: Chris Mckinney

Residence Address: [REDACTED]

Mailing Address: [REDACTED]

Email: [REDACTED] Home Phone: \_\_\_\_\_ Cell Phone: [REDACTED]

How long have you been a continuous resident of the City of Spokane? 7 Yrs

Which Council District do you reside in? 3 (Need to verify, click [HERE](#))

Have you ever served on a City Board or Commission? If so, which one? \_\_\_\_\_

**EDUCATIONAL HISTORY**

High School: Prosser High School Diploma Earned: Yes

Address: 1500 Paterson Rd, Prosser, WA 99350

College/University: Whitworth University Degree Earned: B.A.

Address: 300 W Hawthorne Rd, Spokane, WA 99251

**EMPLOYMENT HISTORY**

Present or Last Employer: Spokane County Position: CD2 Dates: Aug 2023 - Current

Address: [REDACTED] Phone: [REDACTED]

Previous Employer: Goodwill Industries of the Inland Nort Position: SSVF Program Man Dates: Mar 2020 - Aug 2023

Address: [REDACTED] Phone: [REDACTED]

**REFERENCES**

The following individuals are qualified to comment on my capabilities. Please identify one personal and one professional reference.

Name: George Dahl Relationship: Supervisor Phone: [REDACTED]

Name: Arielle Anderson Relationship: CHHS Staff Phone: [REDACTED]



### Application For Committees/Boards/Commissions

The information provided on this questionnaire will be used by the Mayor and City Council in considering your appointment. Please complete each section, if applicable.

#### **BACKGROUND INFORMATION**

Describe your civic involvement in the Spokane community.

I have held various public service roles in the community, notably during my time with the Supportive Services for Veterans families role with Goodwill, and my current role within Spokane County Housing and Community Development. During this time I have engaged with stakeholders regarding community needs, met with participants experiencing homelessness, and collaborated with CHHS staff to improve the Homeless Response System.

Describe why you are interested in serving on this Committee/Board/Commission.

As this board provides input and funding recommendations to City Council, I believe my experience as well as my current position with the county allows for improved collaboration in the community's funded services to low income or unhoused individuals.

Describe how your specific experience makes you qualified for this particular Committee/Board/Commission.

I believe my diverse roles in the community including Street Outreach, Case Manager, and Program Manager, as well as my experience with Federal and State program budgeting and management, would allow me to provide valuable input to this committee. I also believe my attendance would improve collaboration efforts between City CHHS and County HCD.

#### **UNDERSTANDING OF APPLICATION**

I, Chris Mckinney, certify that I have read and understand all questions and statements contained in this application, further, that all statements I have made herein are true and correct to the best of my knowledge and belief.

I understand that if selected for a position to serve on a Committee, Board, or Commission, that I will be required to attend a majority of the meetings held.

I understand that if selected for a position to serve, that I will be subject to the City's Code of Ethics set forth in Chapter 1.04 of the Spokane Municipal Code.

I understand that applications are subject to the Washington State Public Records Act, which provides an exemption from public inspection and copying of certain personal information as set forth in the Act.

I understand this application authorizes a reference check and hereby authorize any individual, company, or institution with whom I have been associated to furnish the City of Spokane any pertinent information concerning my employability which they may have on record or otherwise. I do hereby release the individual, company, or institution and all individuals connected therewith from all liability for any damages whatsoever incurred in furnishing such information.

NOTE: Information contrary to State laws against discrimination is not sought or utilized.

SIGNATURE OF APPLICANT:  DATE: 7/18/2024

**PLEASE MAIL TO SPOKANE CITY HALL OR SEND VIA EMAIL TO MAYOR@SPOKANECITY.ORG**



Current CHHS Board Bylaws	Bylaws 2024 Update (draft)	Comments
<p>ARTICLE I – NAME: The name of this Board is the COMMUNITY, HOUSING and HUMAN SERVICES BOARD (hereinafter “Board”) for the City of Spokane.</p>	<p>ARTICLE I – NAME: The name of this Board is the COMMUNITY, HOUSING and HUMAN SERVICES BOARD (hereinafter “Board”) for the City of Spokane.</p>	<p>No change</p>
<p>ARTICLE II – PURPOSE: The Community, Housing and Human Services Board advises the City Administration, the Mayor and the City Council regarding community development, housing, and human services programs. Members serve at the discretion of the Mayor and City Council.</p>	<p>ARTICLE II – PURPOSE: The Community, Housing and Human Services Board (CHHS), authorized by <a href="#">Ordinance C34900</a> (2012) and <a href="#">Spokane Municipal Code 04.34A</a> (2019), advises the Spokane Mayor, Administration, and City Council regarding community development, housing, and human service programs, and is a platform for public comment related to the same. It provides transparent, nonconflicted citizen review of applications for Federal, State and Local grants administered by the CHHS Department of the City of Spokane (hereinafter “Department) to aid low- and moderate-income residents</p>	<p>Add authorization; provide more information; replicate on website after approval</p>
<p>ARTICLE III - RELATIONSHIP WITH THE CITY COUNCIL: The Board serves at the discretion of the Mayor and City Council and may be asked to perform any duties necessary and proper to achieve the Mayor’s or the Council's objectives regarding community, housing and human services.</p>	<p>ARTICLE III - RELATIONSHIP WITH THE MAYOR AND CITY COUNCIL: The Board serves at the discretion of the Mayor and City Council. The Board may be asked to perform any duties necessary and proper to achieve the Mayor’s or the Council's objectives regarding community, housing and human services. The primary channel within City administration is the CHHS Department. The primary interface with City Council is the Urban Experience Committee.</p>	<p>Add Mayor &amp; Urban Experience Cmte;</p>
<p>ARTICLE IV - POWERS AND DUTIES: The Community Housing and Human Services Board shall:</p> <ol style="list-style-type: none"> <li>1. Advise the City on preparing the Annual Action Plan, the CAPER, the Citizen Participation Plan, the Consolidated Plan, and other required plans to conform with the requirements of the U.S. Department of Housing and Urban Development (HUD) and the Washington State Department of Commerce where applicable;</li> <li>2. Hold public hearings on the draft plans to obtain citizen comments prior to recommending adoption by City Council;</li> <li>3. Make recommendations about funding priorities for housing programs and projects and social services utilizing federal, Washington State and City resources. Priorities must conform to the requirements of 24 CFR Part 91 and the U.S. Department of Housing and Urban Development (HUD) guidelines together with the Washington State Department of Commerce where applicable. The Board may assist in the preparation of other related plans as needed.</li> </ol>	<p>ARTICLE IV - POWERS AND DUTIES: The Community, Housing and Human Services Board shall:</p> <ol style="list-style-type: none"> <li>1. Consider information presented by the Department in order to offer recommendations on policy and funding priorities for housing and social service projects utilizing Federal, State and City resources. Priorities must conform to the requirements of <a href="#">24 CFR Part 91</a> and the U.S. Department of Housing and Urban Development (HUD) guidelines together with the Washington State Department of Commerce where applicable.</li> <li>2. Collaborate with the Spokane County Continuum of Care Board to develop goals and priorities for the <a href="#">Five Year Plan to Prevent or Eliminate Homelessness</a>*.</li> <li>3. Advise the City on preparing required reports and plans, including: <ol style="list-style-type: none"> <li>a) <a href="#">Citizen Participation Plan</a>,</li> <li>b) <a href="#">Consolidated Plan</a></li> <li>c) <a href="#">CAPER</a> (Consolidated Annual Performance and Evaluation Report</li> <li>d) <a href="#">Annual Action Plan</a></li> </ol> </li> </ol> <p><small>*All document links are current at time of latest Bylaws update.</small></p>	<ol style="list-style-type: none"> <li>1. Spell out CAPER (and other acronyms throughout); shift final sentence of 3. Provide links.</li> <li>3. Resequence for flow (identify; plan; evaluate; guide implementation; add: recommend reallocations from lower-performing to higher performing providers). Provide links. Move Local funding to separate bullet.</li> <li>4. Federal and State grant dollars using priorities established in Consolidated Plan</li> <li>6. Redundant with 3. Combine and move both to new #1.</li> </ol>

<p>4. Evaluate funding requests for eligible activities and projects and make funding recommendations to the Mayor and City Council;</p> <p>5. Make recommendations for funding to the Mayor and City Council for local grant dollars using human services priorities as established by the City Council;</p> <p>6. Provide policy guidance and recommendations for community development, human services, and special purpose grant programs applications and implementation;</p> <p>7. Participate as needed with the Spokane Continuum of Care in developing the goals and priorities for regional homeless plans; and,</p> <p>8. Represent the diverse constituencies that make up Spokane’s low and moderate income populations, to help guide Spokane’s community, housing, and human services into the future.</p>	<p>e) Other required plans to conform with the requirements of the U.S. Department of Housing and Urban Development (HUD) and the Washington State Department of Commerce where applicable.</p> <p>4. Hold public hearings to obtain citizen comments on the draft plans and reports prior to recommending adoption by City Council;</p> <p>5. Evaluate RFP (Request for Proposals) applications for eligible Federal- and State-funded projects, and submit funding recommendations to City Council consistent with the Plans and Priorities described above;</p> <p>6. Evaluate applications and recommend funding for Local grant dollars using human services priorities established by the City Council;</p> <p>7. Review contract performance data to recommend potential reallocations from lower- to higher-performing projects, with the intent to optimize community value and impact.</p>	<p>7. Collaborate vs participate. County CoC Board. Add link. Use correct title Five Year Plan to End or Prevent Homelessness.</p> <p>8. Not a duty; move to Article V.</p> <p>New 8. Add much-discussed function?</p>
<p>ARTICLE V - ACTIVE MEMBERSHIP:</p> <p>1. Appointees to the Board shall serve three (3) year terms and may be eligible for one (1) reappointment for a three (3) year term.</p> <p>2. Board members may reapply for membership following a one-year absence and if there is a vacancy on the board.</p> <p>3. City residence is not a requirement for board membership due to the regional nature of some of the duties and responsibilities of the Board.</p> <p>4. The Board will consist of twelve (12) members, nominated by the Mayor and appointed by the City Council. The Board membership will include: a. At least one (1) representative of a veteran service organization, employee of the Department of Veteran Affairs or an active duty military member based at Fairchild Air Force. b. At least one (1) representative from the Community Assembly. This position is nominated by the Community Assembly to the Mayor according to the process determined by the Community Assembly, then nominated by the Mayor and appointed by the City Council.</p> <p>5. In addition to the twelve (12) positions, the board will include: a. Two (2) voting representatives from the City Council selected by the City Council, appointed or reappointed for one (1) year terms; b. One (1) voting elected official or policy-level decision maker to represent Spokane County who shall be selected by the Spokane County Commissioners then nominated by the Mayor and appointed by City Council, appointed or reappointed for one (1) year terms.</p>	<p>ARTICLE V - ACTIVE MEMBERSHIP:</p> <p>1. Appointees to the Board shall serve three (3) year terms and may be eligible for one (1) reappointment for a three (3) year term.</p> <p>2. Board members may reapply for membership following a one-year absence and if there is a vacancy on the board.</p> <p>3. The Board will consist of thirteen (13) voting members, as follows:</p> <p>a) Eleven (11) members recommended by the Board; nominated by the Mayor and appointed by the City Council. This shall include at least one (1) representative of a veteran service organization, employee of the Department of Veteran Affairs or an active duty military member based at Fairchild Air Force.</p> <p>b) One (1) representative from the Community Assembly. This position is selected by the Community Assembly according to the process determined by the Community Assembly, then nominated by the Mayor and appointed by the City Council.</p> <p>c) One (1) elected official or policy-level decision maker to represent Spokane County, who shall be selected by the Spokane County Commissioners then nominated by the Mayor and appointed by City Council, appointed or reappointed for one (1) year terms.</p> <p>4. In addition to the thirteen (13) voting members, the board will include nonvoting members as follows:</p> <p>a) Two (2) non-voting representatives from the City Council selected by the City Council,</p>	<p>No substantive changes...section reorganized &amp; resequenced for clarity;</p> <p>3. Move to board composition, section 6.</p> <p>4. Recommended by board, nominated by Mayor, appointed by Council.</p> <p>5. Should Council reps vote twice? Separate voting from non-voting membership.</p> <p>6. same as 4. Add back-up candidates.</p> <p>7. move to non-voting membership, section 5</p> <p>8. links</p> <p>9. no need to specifically mention youth, can consider all applications</p> <p>12. Need COI clarification from Legal...board</p>

<p>6. As vacancies occur on the Board, the Chair will appoint an ad hoc nominating committee to bring forward possible candidates. Each candidate will be interviewed by the Ad Hoc Nominating Committee. Candidates selected by the Nominating Committee will be presented at the next regular Board Meeting for a vote. Upon approval, the candidates' name will be forwarded to the Mayor. The Mayor shall fill the vacancies in consideration and approval from City Council.</p> <p>7. The Chair of the Coordination of Care (COC) Committee and the Chair of the CHHS Board may act as liaisons between the two committees and attend regularly scheduled meetings as non-voting members. Each may appoint a representative to attend in their place.</p> <p>8. Members of the Board and Board committees shall include relevant representation in compliance with HUD and Washington State Department of Commerce requirements.</p> <p>9. The membership as a whole shall reflect a broad range of opinion, experience, and expertise with the object of providing sound advice, representative of the citizenry. To achieve that purpose, it shall include residents from diverse neighborhoods within the City and County, with diverse professional backgrounds and citizens active in neighborhood or community affairs. The Board will strive to include representatives from LGBTQIA2S communities, communities of color, Indigenous communities, and peoples with the experience of low income and/or homelessness. Youth may also serve as members.</p> <p>10. The attendance of each Board member at meetings shall be recorded. Two (2) absences in a year by any member will be evaluated by the Executive Committee. Those absences may be grounds for removal. Leaves of absence will be decided on a case-by-case basis by the Executive Committee.</p> <p>11. Board members shall serve without compensation.</p> <p>12. Board members will sign annual conflict of interest statements indicating that they meet all Conflict of Interest requirements as outlined by HUD. Committee members may be required to meet conflict of interest requirements.</p> <p>13. Board members are required to complete open government training as required in City Administrative Policy No. 0520-17-06.</p>	<p>appointed or reappointed for one (1) year terms.</p> <p>b) The Chair or designee of the Coordination of Care (CoC) Board as a non-voting member to attend regularly scheduled meetings and act as liaison between the two boards.</p> <p>5. Members of the Board and Board committees shall include relevant representation in compliance with HUD and Washington State Department of Commerce requirements. Membership shall reflect a broad range of opinion, experience, and expertise with the object of providing sound advice, representative of the citizenry. To achieve that purpose, it shall include residents who are:</p> <p>a) From diverse neighborhoods within the City and County. City residency is not a requirement due to the regional nature of some of the duties and responsibilities of the Board;</p> <p>b) From diverse and relevant professional backgrounds;</p> <p>c) Active in neighborhood or community affairs;</p> <p>d) Representative of the diverse constituencies that make up Spokane's low and moderate income populations;</p> <p>6. The Board will strive to include representatives from LGBTQIA2S communities, communities of color, Indigenous communities, and peoples with the experience of low income and/or homelessness.</p> <p>7. The Chair will appoint an <i>ad hoc</i> Nominating Committee each September to develop a slate of replacement candidates if there are anticipated Board vacancies for the calendar year ahead. Interested candidates will apply using the <a href="#">online form</a> for City Boards, accompanied by a conflict of interest statement.</p> <p>8. Each applicant will be interviewed by the Nominating Committee. Candidates selected by the Nominating Committee and their backups will be presented at the November Board meeting. The Board shall vote on the recommended and backup candidates at its December meeting.</p> <p>9. The Board-recommended applicants will be forwarded to the Mayor. New Board members shall be nominated by the Mayor and appointed by City Council. If vacancies remain, or an unexpected vacancy occurs during the year, backup applications that were approved by the Board may be forwarded to the Mayor for nomination.</p>	<p>will/committees may? add links</p> <p>13. within 30 days of appointment and reappointment. Provide link.</p> <p>14. NEW – other grounds for removal</p>
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	<p>10. Board members shall serve without compensation.</p> <p>11. Board and committee members shall sign annual statements indicating that they meet all Conflict of Interest requirements as outlined by HUD.</p> <p>12. Within 30 days of appointment or reappointment, each Board member must complete open government training as required by Spokane's <a href="#">Administrative Policy No. 0520-17-06</a>.</p> <p>13. The attendance of each Board member at meetings shall be recorded. Two (2) absences in a year by any member will be evaluated by the Executive Committee. Those absences may be grounds for removal. Leaves of absence will be decided on a case-by-case basis by the Executive Committee.</p> <p>14. Board members whose behavior or performance raise other potential grounds for removal may be dismissed by the Mayor or Council, at whose discretion the Board and its members serve.</p>	
<p>ARTICLE VII – OFFICERS:</p> <p>1. The officers of the Board are the Chair and two (2) Vice Chairs.</p> <p>2. Officers missing two (2) consecutive Board meetings may be relieved and replaced by a majority vote of the Board. Leaves of absence will be decided by the Executive Committee on a case-by-case basis.</p> <p>3. At the September Board meeting, the Chair shall appoint an ad-hoc committee of the Board to serve as the nomination committee for election of Officers. The committee shall bring forward their nominee(s) at the November Board meeting. The Chair will call for nominees from the floor. The Board shall vote on the nominees at the December Board meeting.</p> <p>4. The Chair shall be elected to a two-year term of office. Vice-Chairs will be elected annually. It is expected that a Vice-Chair will rotate into the Chair position at the end of the Chair's two-year term. The term of office will start in January.</p> <p>5. In the event of a vacancy of the Chair position, a Vice Chair shall rotate into the Chair position. The Chair of the Board shall appoint an ad-hoc committee of four Community, Housing and Human Services Board members to recommend nominees for the vacant Vice Chair position. The nomination shall be taken to the full Board for approval at its next regular Board meeting.</p> <p>6. The Chair presides at meetings, acts as the spokesperson for the Board, appoints committees, and works with the Director of Community Housing and Human Services to prepare the agenda and presents reports to the City Council. A Vice Chair serves in the</p>	<p>ARTICLE VI – OFFICERS:</p> <p>1. The officers of the Board shall consist of the immediate Past Chair, Chair, and Chair-Elect.</p> <p>2. The Chair shall perform all the duties and have all of the powers commonly incident to the office of the Chair, such as:</p> <ul style="list-style-type: none"> <li>• General supervision over the business and affairs of the Board</li> <li>• Preside at meetings</li> <li>• Act as the spokesperson for the Board</li> <li>• Appoint ad hoc committees and workgroups</li> <li>• Appoint Board representatives to other bodies, such as the County Continuum of Care Board, for the purpose of regional coordination</li> <li>• Consult with the Executive Committee and Department Director to prepare Board agendas</li> <li>• Perform such other duties and have such other powers as the Board shall properly designate</li> </ul> <p>3. The Chair-Elect shall perform the duties and have the powers of the Chair during the absence or disability of the Chair.</p> <p>4. The Past Chair, Chair, and Chair-Elect shall each hold office for a term of one year beginning at the January Board meeting. Except in case of early resignation, or sooner removal in accordance with these Bylaws:</p> <ul style="list-style-type: none"> <li>• The Chair-Elect shall automatically succeed to the office of Chair upon expiration of the elective year.</li> </ul>	<p>Reposition to follow membership, and keep operations/meetings in flow below</p> <p>1. significant change of officer structure to 3-yr sequence of offices</p> <p>4. 1year terms in each office.</p> <p>6. appoints ad hoc committees and works with Exec to plan agendas</p>

<p>absence of the Chair. The Chair is an ex-officio member of all committees.</p>	<ul style="list-style-type: none"> <li>• The Chair shall automatically succeed to the office of immediate Past Chair upon expiration of the elective year.</li> </ul> <ol style="list-style-type: none"> <li>5. In the event of a vacancy of the Chair position, the Chair Elect shall automatically succeed to the position of Interim Chair. The Chair Elect position may remain vacant for the remainder of the calendar year, or it may be replaced by appointing an <i>ad-hoc</i> Nominating Committee as in subsection VII.7, will shall present nominees for a vote at the next monthly Board meeting.</li> <li>6. Officers missing three (3) or more Board meetings in a 12-month period may be relieved and replaced by a majority vote of the Board. Leaves of absence will be decided by the Executive Committee on a case-by-case basis.</li> <li>7. At the September Board meeting, the Chair shall appoint four Board members to serve as the <i>ad-hoc</i> Nominating Committee for election of Officers. At the November meeting, the committee shall bring forward their nominee(s) for the Chair-Elect and any other officer vacancies, and the Chair will call for nominees from the floor. The Board shall vote on the nominees at its December meeting.</li> </ol>	
<p>ARTICLE VI – BOARD OPERATION</p> <ol style="list-style-type: none"> <li>1. The Board will utilize a committee structure to assist with its functions. Committees will be comprised of Board Members and other citizens with experience and expertise in the subject matter of the committees.</li> <li>2. The Director of Community, Housing and Human Services for the City of Spokane is responsible for providing information and services to the Board. Communication from the Board to the Council is through the Chair and Director of Community, Housing and Human Services Director and staff. Minutes of meetings and committee reports are kept on file in the Community, Housing and Human Services department.</li> <li>3. The Board approves all recommendations to the City Council by simple majority vote. Each Board member has one (1) vote on all matters brought before the Board for formal action.</li> <li>4. The Board will include an Executive Committee consisting of the Chair, the two (2) Vice Chairs, and Board Committee Chairs. The immediate past Chair will serve as an ex-officio member of the Executive Committee. The Community, Housing and Human Services Director will act in a supportive and advisory role to the executive committee. Executive Committee Meetings must not exceed fifty (50) % of the total Board membership</li> </ol>	<p>ARTICLE VII – BOARD OPERATION</p> <ol style="list-style-type: none"> <li>1. Board business shall be conducted only when: <ol style="list-style-type: none"> <li>a) A simple majority of current voting members (a quorum) is present, and</li> <li>b) A public meeting is properly announced.</li> </ol> </li> <li>2. Discussion or communication regarding Board business is prohibited outside a public meeting if a quorum is present.</li> <li>3. The Board approves recommendations to the City Council and other actions by simple majority vote. Each Board member has one (1) vote on all matters brought before the Board. If there is a tie vote, the motion will not carry.</li> <li>4. The Board will utilize a committee structure to assist with its functions. Committees will be comprised of Board members and other citizens with experience and expertise in the subject matter of the committees.</li> <li>5. The Board will vote at the first meeting of the year to empower the Executive Committee to approve emergency actions that might be required by the Department. Any such actions will be presented at the next regularly scheduled meeting for final Board approval.</li> <li>6. CHHS Department director and staff will: <ol style="list-style-type: none"> <li>a) Attend Board and committee meetings to provide information and support;</li> <li>b) Convey recommendations from the Board to the city Administration and the Council via its Urban Experience Committee;</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. The number of board members on any committee will not exceed a quorum.</li> <li>2. A record of Board meeting agendas &amp; minutes is maintained on the CHHS Board webpage.</li> <li>3. business can be conducted upon public announcement of meeting, and presence of a majority of voting board membership. Simple majority of voting members in attendance.</li> <li>4. Move Exec to Committees (new section X)</li> </ol>

<p>5. The Board will vote at the first meeting of the year to empower the Executive Board to approve emergency actions that might be required by the Department. Any such actions will be presented at the next regularly scheduled meeting for final Board approval.</p>	<p>c) Facilitate compliance with the <a href="#">Open Public Meetings Act</a>;</p> <p>d) Publish agendas and minutes on the CHHS Board webpage, and maintain Board documents as required by the <a href="#">Public Records Act</a>.</p>	
<p>ARTICLE VIII – MEETINGS:</p> <p>1. Meetings are held every month unless there is a month where the business of the Board is not required. Meeting notices and agendas will be posted consistent with the Open Public Meetings Act.</p> <p>2. There is at least one (1) planning retreat held each year. Additional planning retreats may be called at the request of the CHHS Director.</p> <p>3. Whenever necessary, special meetings are called by the Chair or by a majority of the Board, or at the request of the CHHS Director or City Council.</p> <p>4. Board members may participate remotely in all or part of a Board meeting if: a. Prior approval is given by the Board Chair for good cause, whose approval shall not be unreasonably withheld; b. All persons participating in the meeting can hear each other at the same time, such as by the use of speaker phone; and, c. The member participating remotely shall have reviewed all of the applicable material and participated in the relevant portion of the meeting related to the topic to which the member is voting on. Any technical prohibitions or difficulties that prevent all parties present at the meeting from adequately communicating with one another will negate any authorization previously given by the Board Chair.</p> <p>5. The Board is subject to the Open Public Meetings Act and its meetings are therefore open to the public. Members of the public may not necessarily be permitted to speak unless the Board is calling for public comments or having a public hearing. Any member of the Board may propose an item for the Agenda at any meeting and may speak to any issue before the Board.</p> <p>6. A special meeting may be called at any time by the Chair of the Board or by a majority of the members of the Board by delivering written notice personally, by mail, by fax, or by electronic mail to each member of the Board. Written notice shall be deemed waived in the following circumstances: a. A member submits a written waiver of notice with the Director of the Community, Housing and Human Services Department at or prior to the time the meeting convenes. A written waiver may be given by written notice by mail, or electronic mail to the</p>	<p>ARTICLE VIII – MEETINGS:</p> <p>1. Meetings are held every month unless there is a month where the business of the Board is not required. Meeting notices and agendas will be posted by the Department, consistent with the Open Public Meetings Act.</p> <p>2. An annual Board retreat may be held in lieu of a monthly meeting.</p> <p>3. An agenda with meeting materials is published at least 48 hours before the meeting. Board members are expected to review the materials before the meeting.(?)</p> <p>4. Board members may participate remotely in all or part of a Board meeting if:</p> <p>a) All persons participating in the meeting can hear each other at the same time;</p> <p>b) The member participating remotely shall have reviewed all of the applicable material and participated in the relevant portion of the meeting related to the topic to which the member is voting on;</p> <p>c) There are no technical prohibitions or difficulties that prevent all parties from adequately communicating with one another.</p> <p>5. The Board is subject to the Open Public Meetings Act. The public is invited to attend any meeting when a quorum is present. Public comment is invited regarding any topic on the agenda at the beginning of each public meeting and during public hearings.</p> <p>6. Any member of the Board may propose an item for the agenda at any meeting and may speak to any issue before the Board.</p> <p>7. A special meeting may be called at any time by the Chair or by a majority of the members of the Board, by delivering written notice by electronic mail to each member of the Board.</p> <p>8. Notice of a special meeting called under subsection (6) of this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the Board</p> <p>9. Notices required under subsection VIII.7 must be delivered or posted as follows, at least twenty-four (24) hours before the time of meeting specified in the notice:</p>	<p>2. Annual planning retreat</p> <p>3. redundant with 6 new 3...should we add Agenda publication?</p> <p>4. update remote attendance to current reality</p> <p>5. public comment invited at beginning of meeting regarding any topic on the agenda, and during public hearings and when calling for public comment</p> <p>6-9. Combine under “special meeting” section.</p>

<p>Director; or, b. A member is actually present at the time the meeting convenes.</p> <p>7. Notice of a special meeting called under subsection (6) of this section shall be: a. Delivered to each local newspaper of general circulation and local radio or television stations that have on file with the Department of Community, Housing and Human Services a written request to be notified of such special meeting or of all special meetings; b. Posted on the Department of Community, Housing and Human Service's web site; and, c. Prominently displayed at the main entrance of Spokane City Hall and the meeting site if it is not held at City Hall. Such notice must be delivered or posted, as applicable, at least twenty-four (24) hours before the time of such meeting as specified in the notice.</p> <p>8. The call and notices required under subsections (1) and (2) of this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the Board.</p> <p>9. The notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of the notice would make notice impractical and increase the likelihood of such injury or damage.</p>	<p>a) Delivered to each local newspaper of general circulation and local radio or television stations that have on file with the Department a written request to be notified of such special meeting or of all special meetings;</p> <p>b) Posted on the Department web site;</p> <p>c) Prominently displayed at the main entrance of Spokane City Hall and the meeting site if it is not held at City Hall;</p> <p><b>Are these still the best or required vehicles for meeting announcement?</b></p> <p>10. Notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of the notice would make notice impractical and increase the likelihood of such injury or damage.</p>	
<p><b>ARTICLE X – RULES OF ORDER</b></p> <p>1. Bylaws are reviewed every two years by the Board. Any revisions and/or amendments to the bylaws are transmitted to the Board two (2) weeks before the regular monthly meeting and are approved by simple majority vote of the Board. By laws, with revisions/amendments noted, are provided to the City Council for its information.</p> <p>2. A quorum consists of a simple majority of the Board members.</p> <p>3. Robert's Rules of Order Newly Revised is the parliamentary authority for the Board.</p>	<p><b>ARTICLE IX – RULES OF ORDER</b></p> <p>1. <i>Robert's Rules of Order Newly Revised</i> is the parliamentary authority for the Board.</p> <p>2. A quorum consists of a simple majority of the voting Board members (7 if all seats are filled).</p> <p>3. Bylaws are reviewed every two years by the Board. Any revisions and/or amendments to the Bylaws are transmitted to the Board two (2) weeks before the regular monthly meeting and are approved by simple majority vote of the Board. Bylaws, with revisions/amendments noted, are provided to the City Council for its information.</p>	<p>Renumber as IX to keep it next to Meetings.</p> <p>Clarify quorum</p>
<p><b>ARTICLE IX – COMMITTEES OF THE BOARD</b></p> <p>1. There shall be such standing and ad hoc committees of the Board as required to carry out its functions.</p> <p>2. All Board committee, subcommittee, and work group responsibilities must be documented in Committee Governance that is reviewed and approved annually by the Board.</p> <p>3. The Board, by resolution, shall set forth the duties and responsibilities of the standing committees.</p>	<p><b>ARTICLE X – COMMITTEES OF THE BOARD</b></p> <p>1. There shall be such standing and ad hoc committees of the Board as required to carry out its functions. Committees and their responsibilities are documented in Section XI herein.</p> <p>2. The Board has three standing committees:</p> <ul style="list-style-type: none"> <li>• Executive Committee</li> <li>• Affordable Housing Committee;</li> <li>• Evaluation and Request for Proposal (RFP) Committee</li> </ul>	<p>Simplified &amp; combined with preamble to Comte Governance addendum.</p> <p>New #5 is relocated from deleted coordination section.</p>

<p>4. Standing and ad-hoc committee members shall be recommended by the committee Chair, subject to an annual approval by the Board.</p> <p>5. Additional committees may be developed by the Executive Board in cooperation with CHHS staff as needed to complete the work of the Board.</p>	<p>3. Additional standing committees may be developed by the Executive Committee, in cooperation with the CHHS Department, as needed to accomplish the work of the Board.</p> <p>4. Members of standing committees shall be recommended by the committee Chair, subject to annual approval by the Board at its December meeting.</p> <p>5. The Executive Committee and CHHS Director will oversee the systems and processes of the committees to ensure inter-committee communication and coordination.</p> <p>6. The Board Chair may appoint members of <i>ad hoc</i> committees and workgroups.</p>	
<p><b>Committee Governance:</b></p> <p>1. The Board has two standing committees: a. Affordable Housing Committee, b. Evaluation and Request for Proposal (RFP) Committee.</p> <p>2. Committee Officers</p> <p>a. Each Committee will have representation of the CHHS Board through a Chair and Vice-Chair as determined by the Board. These positions are recommended by the Executive Committee and approved by the Board. Committee Chairs and Vice-Chairs are current Board members.</p> <p>b. All Committee Chairs will: I. Work with CHHS staff to set agendas. II. Facilitate meetings. III. Ensure committee is meeting objectives. IV. Function as liaison to the Board. V. Report update on Committee activities at each Board meeting, and work with Executive Committee to add any Board action items to the monthly meeting agenda. VI. Recruit committee members and submit potential members to the Board for approval.</p> <p>c. Committee Vice-Chairs will: I. Act for Chair in absence of Chair. II. Rotate into role of Chair as needed.</p> <p>d. Terms: Chair and Vice-Chair assignments will be reviewed annually.</p>	<p>ARTICLE XI – COMMITTEE GOVERNANCE</p> <p>1. Committee Officers</p> <p>a) The Board Chair and Chair-Elect shall serve as Chair and Vice-Chair of the Executive Committee, respectively.</p> <p>b) The Chair and Vice-Chair of other standing committee are current Board members, recommended by the Executive Committee and approved by the Board.</p> <p>c) Terms: Standing committee Chair, Vice-Chair, and members will be reviewed annually in December, with new one-year terms beginning in January. There is no limit on consecutive terms served.</p> <p>d) Committee Chairs will:</p> <ul style="list-style-type: none"> <li>• Work with CHHS staff to set agendas.</li> <li>• Facilitate meetings.</li> <li>• Ensure committee is meeting objectives.</li> <li>• Function as liaison to the Board.</li> <li>• Report updates on Committee activities at each Board meeting,</li> <li>• Participate with Executive Committee to identify action items for the monthly meeting agenda.</li> <li>• Recruit committee members and submit recommended applicants to the Board for approval.</li> <li>• Develop the Vice-Chair for eventual succession to the Chair position.</li> </ul> <p>e) Committee Vice-Chairs will:</p> <p>a) Assume duties above if the chair is absent.</p> <ul style="list-style-type: none"> <li>• Serve as interim Chair for the remainder of the year in the event of committee Chair vacancy.</li> </ul>	<p>1. Moved to Section X</p> <p>2. Incorporate all of Committee Governance into Bylaws. Add Exec Committee. Consider renaming, clarify purpose of each committee</p>
<p>5. Membership</p> <p>a. A community member may serve on only one committee at a time unless otherwise approved by the Board.</p>	<p>2. Committee Membership</p> <p>a) Standing Committees shall have at least four members, including at least two CHHS Board members.</p>	<p>Resequencing</p> <p>Delete restriction on dual-membership</p> <p>Why “if” on COI?</p>



<p>b. Potential members will apply using the online form for City Boards. If a conflict of interest statement is required, they will address that as well.</p> <p>c. Committee membership shall be open to interested parties upon vacancy, or annually.</p> <p>d. All committee members shall be approved by the Board.</p> <p>e. Previous Board Members may be committee members with Board approval</p>	<p>b) Each committee may include up to 12 members. The Chair is an additional, <i>ex-officio</i> member of all committees.</p> <p>c) Application for committee membership shall be open to interested parties upon vacancy. Potential committee members will apply using the <a href="#">online form</a> for City Boards, accompanied by a conflict of interest statement.</p> <p>d) Candidates will be selected on their:</p> <ul style="list-style-type: none"> <li>• Knowledge of the community’s needs.</li> <li>• Ability to donate their time for review and evaluation.</li> <li>• Qualifications and background needed to evaluate applications and recommend funding.</li> <li>• Sensitivity to the needs of the low and moderate-income individuals.</li> <li>• Diverse representation as described in subsection V.5.</li> </ul> <p>e) All committee members shall be approved by the Board.</p> <p>f) Committee members may serve unlimited one-year terms, upon annual Board approval at its December meeting. <b>Meaningful attendance and participation, as determined by the committee Chair, is required for continued membership.</b></p> <p>g) Committee members are required to follow CHHS Board <b>Conflict of Interest policy</b>; to comply with <b>Code of Conduct</b> requirement; and to be familiar with Article XI of these Bylaws.</p>	<p>Content applicable to all committees was moved out of committee-specific sections.</p> <p>Add attendance expectation.</p> <p><b>Need link to the CHHS Board Conflict of Interest policy (if it exists).</b></p> <p><b>If Code of Conduct matters, we need a link for reference, and it should be replicated for the Board.</b></p> <p>(requirement moved to this section from individual committee sections.</p>
<p>4. Conduct of Meetings</p> <p>a. All meetings will have a written or verbal agenda, and/or written communication via email out to Committee members prior to a meeting.</p> <p>b. Decisions will be made by a consensus process.</p> <p>c. Actions or recommendations will be determined by simple majority of those present at the meeting.</p> <p>d. Committees Chairs will decide how often they should meet to accomplish their tasks.</p>	<p>3. Conduct of Committee Meetings</p> <p>a) Committees Chairs will determine frequency of meetings to accomplish their tasks.</p> <p>b) Prior to a meeting, all committee members will receive a written agenda via email.</p> <p>c) The number of Board members attending a committee meeting must not comprise a quorum of the Board.</p> <p>d) No committee member may attend a meeting or participate in discussion or communication concerning a RFP in which they have a potential conflict of interest.</p> <p>e) Conduct of meetings will be guided by a consensus process.</p> <p>h) Committee actions and recommendations are determined by a simple majority vote of those present at the meeting.</p>	<p><b>Should we add the committees reviewing funding applications will base scoring on application content and information provided by the Department?</b></p>
<p>6. Inter-committee communication</p> <p>a. The Board Chair and CHHS Director will oversee the systems and processes of the Committees to ensure collaboration and communication between Committees.</p>		<p>Delete section. move a. to Committees; move b. to Staff Role.</p> <p>Re-number following sections.</p>

<p>b. The CHHS Department will maintain a master Board calendar and oversee overlapping meetings.</p>		
<p>3 Role of CHHS Staff</p> <p>a. The CHHS Director will assign a CHHS staff member to support each standing committee.</p> <p>b. The CHHS staff member assigned to each committee will be responsible for working with the Committee Chair to set agendas, assist with facilitation of meeting communications and logistics.</p>	<p>4. Role of CHHS Staff</p> <p>a) The CHHS Department will maintain a master calendar of Board and Committee activities, to meet essential timelines and prevent overlaps. The CHHS Director will assign a CHHS staff member to support each standing committee.</p> <p>b) The CHHS staff member assigned to each committee will work with the committee Chair to set agendas, assist with data and presentations, and facilitate committee logistics.</p> <p>a) The CHHS staff member assigned to each committee will provide underwriting or pass/fail threshold reviews of funding applications being reviewed.</p>	<p>resequence</p>
	<p>5. <b>Executive Committee</b> duties and responsibilities</p> <p>a) Purpose: Oversee all operations to promote Board stability, sound functioning, and an eye to future needs of the Board and of low- to moderate-income Spokane residents.</p> <p>b) Members:</p> <ul style="list-style-type: none"> <li>• Board Chair</li> <li>• Immediate-Past Chair</li> <li>• Chair-Elect</li> <li>• Standing Committee Chairs</li> </ul> <p>c) Duties:</p> <ul style="list-style-type: none"> <li>• Authorize urgent action on behalf of the Board when necessary</li> <li>• Set Board meeting agendas</li> <li>• Coordinate plans and activities with the Department</li> <li>• Oversee committee performance</li> <li>• Address needs and challenges of the Board</li> </ul> <p>c) Assign Committee chair/vice-chair roles annually</p>	<p>NEW</p>
<p>7. Standing Committee duties and responsibilities: <b>Affordable Housing Committee</b></p> <p>a. Purpose: To provide expertise on activities and funding in the area of affordable housing, capital, and housing repairs.</p> <p>b. Duties:</p> <p>i. Convey and seek out timely and transparent communication with stakeholders.</p> <p>ii. Assist the CHHS Board in identifying needs, gaps, and funding priorities that focus on CHHS strategies</p>	<p>6. <b>Affordable Housing Committee</b> duties and responsibilities:</p> <p>a) Purpose: Provide expertise on activities and funding in the area of affordable housing, capital, and housing repairs.</p> <p>b) Members: Committee will seek diverse representation which may include appraisers, property managers, housing developers, bankers, service providers, contractors, economists, planners, real estate, loan management expertise, disabled constituents, low-income constituents, and housing experts.</p> <p>c) Duties:</p>	<p>Minor edits to reflect current operations</p> <p>f. moved to general committee membership section XI.5.</p>

<p>II. Review and provide recommendations for allocation of funds for affordable housing, housing rehabilitation, and capital improvement proposals that further the goals of the CHHS Board.</p> <p>III. Research, recommend and implement best practices.</p> <p>IV. Ensure all decisions reflect the intent of the program to benefit low to moderate income individuals.</p> <p>c. Governance will include a Chair and Vice Chair.</p> <p>d. Committee will include up to 12 members.</p> <p>e. Committee will seek diverse representation which may include appraisers, property managers, housing developers, bankers, service providers, contractors, economists, planners, Real Estate, loan management expertise, disabled constituents, low-income constituents, and housing experts. Members must have sensitivity to the needs of the low and moderate-income individuals.</p> <p>f. Committee members are required to follow CHHS Board Conflict of Interest policy and comply with <b>Code of Conduct</b> requirement.</p>	<ul style="list-style-type: none"> <li>• Convey and seek out timely and transparent communication with stakeholders.</li> <li>• Assist the CHHS Board to identify needs, funding priorities, and strategies for community development and affordable housing.</li> <li>• Research and recommend implementation of best practices to further the goals of the CHHS Board.</li> <li>• Ensure strict recusal from all discussion by any member with a potential conflict of interest for the funding review.</li> <li>• Review applications for allocation of funds for affordable housing, housing rehabilitation, and capital improvement projects to benefit low to moderate income individuals. <ul style="list-style-type: none"> <li>• Score applications and recommend funding based on application content and staff-provided analysis.</li> </ul> </li> </ul>	
<p>8. Standing Committee duties and responsibilities: <b>Evaluation and RFP Committee</b></p> <p>a. Purpose: To advise the Board on contract performance, funding priorities, allocation of funds, and alignment of resources.</p> <p>b. Duties</p> <p>I. Convey and seek out timely and transparent communication with all stakeholders.</p> <p>II. Oversee RFP processes.</p> <p>III. Review requests for funding and make recommendations to the Board.</p> <p>IV. Review performance reports including items such as meeting program objectives/ outcomes and utilization of funds.</p> <p>V. CHHS staff will provide the Committee with summary program performance reports at least annually. The Committee will report to the Board overall progress toward specific grant program performance and effectiveness.</p> <p>VI. Governance will include a Chair and Vice Chair who are members of the CHHS Board.</p> <p>VII. Committee will include a minimum of four standing committee members, with at least two CHHS Board members. CHHS Board member representation on the Committee shall not exceed fifty (50) % of total CHHS Board membership. The</p>	<p>7. <b>Evaluation and RFP Committee</b> duties and responsibilities</p> <p>a) Purpose: Advise the Board on funding priorities, allocation of funds, alignment of resources, and contract performance.</p> <p>b) Members: Committee will seek diverse representation which may include educators, health and social service professionals, and community advocates for families and vulnerable populations. Additional Participants may be recruited for the review of proposals during RFP processes, as deemed necessary. For any given RFP process, reviewers will be selected from this pool based on their expertise and their ability to review particular proposals without a conflict of interest.</p> <p>c) Duties:</p> <ul style="list-style-type: none"> <li>• Convey and seek out timely and transparent communication with stakeholders.</li> <li>• Assist the CHHS Board to identify needs, funding priorities, and strategies for human services.</li> <li>• Research and recommend implementation of best practices to further the goals of the CHHS Board.</li> <li>• Oversee the RFP processes. Consult on design of the application and scoring tool.</li> <li>• Ensure strict recusal from all discussion by any member with a potential conflict of interest for the RFP review.</li> </ul>	<p>Minor edits to reflect current operations</p> <p><b>IX. moved to general committee membership section XI.5.</b></p>

<p>total Committee membership will not exceed 12 standing committee members.</p> <p>VIII. The Committee will recruit additional participants for the review of proposals during RFP processes, as deemed necessary. The committee will maintain a pool of reviewer candidates with the purpose of completing an effective review of grant proposals. For any given RFP process, reviewers will be selected from this pool based on their expertise and their ability to review particular proposals without a conflict of interest. Reviewer candidates will be selected on their: a. Knowledge of the community's needs. b. Ability to donate their time for review and evaluation. c. Qualifications and background needed to evaluate applications and recommend funding.</p> <p>IX. Committee members are required to follow <b>CHHS Board Conflict of Interest policy</b> and comply with <b>Code of Conduct</b> requirements.</p>	<ul style="list-style-type: none"> <li>• Review applications for allocation of funds for human service projects to benefit low to moderate income individuals.</li> <li>• Score applications and recommend funding based on application content and staff-provided analysis.</li> <li>• Review annual summary reports provided by the Department on funded programs including performance, effectiveness and funding utilization.</li> <li>• Consider recommending funding reallocation based on performance to ensure most effective use and community impact.</li> </ul>	
	<p><b>8. Ad hoc Committee duties and responsibilities:</b></p> <p>a) <b>Nominating Committee:</b> The Board Chair will appoint an ad hoc Nominating Committee each September to bring forward candidates for Board and Officer positions.</p> <p>b) <b>Bylaws Committee:</b> The Board Chair will appoint an ad hoc Bylaws Committee in June of even-numbered years to review and update the CHHS Board Bylaws.</p> <p>c) <b>Special ad hoc committees:</b> The Board Chair may appoint a short-term committee or workgroup to investigate an assigned topic identified by the Executive Committee, and bring back recommendations to the Board.</p>	NEW
<p><b>DO WE NEED AN INDEMNITY CLAUSE?</b></p>	<p>Each person who was or is made a party or is threatened to be made a party to or is involved (including, without limitation, as a witness) in any actual or threatened action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that such person is or was a member or officer of the Board or, being or having been such a member or officer, is or was serving at the request of the Board as member, or officer, or agent of another corporation or of a partnership, joint venture, trust, trade association or other enterprise shall be indemnified and held harmless by the City to the maximum extent and under all circumstances permitted by applicable law as then in effect, against all expense, liability and loss (including, without limitation, attorney fees, judgments, fines, excise taxes or penalties and amounts to be paid in settlement) actually and reasonably incurred or suffered by such person in connection therewith. Each such person shall be so indemnified regardless of whether the basis of such</p>	<p><b>What director and office insurance does the City provide for Board &amp; committee members?</b></p>

	proceeding is alleged action in an official capacity as a member, or officer, or in any other capacity while serving as a director or officer. Such indemnification shall continue as to a person who has ceased to be a member or officer and shall inure to the benefit of such person's heirs, executors and administrators.	

Bylaws update:

- June Board meeting – announce project, appoint work group
- July Board meeting – solicit board member input (due July 26)
- Week of July 29 – workgroup meets
- August meeting – solid draft for board & Legal input
- 2 weeks before Sept meeting – legal review completed; send final proposal to board
- Sept meeting – vote on updated bylaws
- Oct – convey updated bylaws to Council

# Housing Inventory Count (HIC)



# What is it?

- A point-in-time inventory of **projects** within your Continuum of Care that provide beds and units dedicated to serving persons who are **homeless**.
- *Final 2024 HIC and PIT Data Collection Notice, pg. 7*

# What does it mean to be “homeless”?

Category 1 - Literally Homeless

Category 2 - Imminent Risk of Homelessness

Category 3 - Homeless under other Federal statutes

Category 4 - Fleeing/Attempting to Flee Domestic Violence



# What projects are included?

- Beds and units in the HIC must be **dedicated** to serving persons experiencing **homelessness**, or for permanent housing **projects**, dedicated for persons who were **homeless** at entry.
- *Final 2024 HIC and PIT Data Collection Notice, pg. 7*

## What is a “dedicated project”?

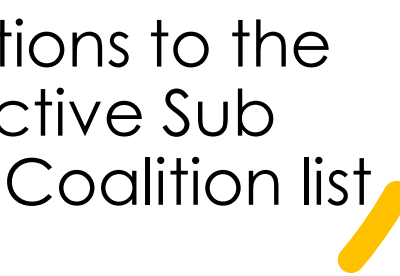
- The primary intent of the project is to serve persons experiencing homelessness;
  - The project verifies homeless status as part of its eligibility determination; **and**
  - Clients are predominantly people experiencing homelessness (or, for permanent housing, were experiencing homelessness at entry).
- *Final 2024 HIC and PIT Data Collection Notice, pg. 8*

# What projects are included?

- Emergency Shelter
  - Night-by-Night
  - Entry Exit/Continuous Stay
- Transitional Housing
- Permanent Housing
  - Permanent Supportive Housing
  - Permanent Housing with Services
  - Permanent Housing Only
  - Rapid Rehousing

*Final 2024 HIC and PIT Data Collection Notice, pg. 8*

# How is this information collected?

1. Reaching out to existing agencies in the community that serve individuals and families experiencing homelessness
  2. Making announcements at the Homeless Coalition to request agencies and community members reach out to discuss potential projects
  3. Reaching out to the CoC Committees/Subcommittees for leads on potential projects to add
  4. Sending email communications to the CoC Leadership and respective Sub Committees and Homeless Coalition list serve.
- 

# Emergency Shelter



A project that offers temporary shelter (lodging) for people experiencing homelessness in general or for specific populations of people experiencing homelessness.



# Emergency Shelter: Night-by-Night

This project type may be used by some high-volume shelters and shelters where a significant proportion of clients spend a night at the shelter as needed on an irregular basis.

# Emergency Shelter: Entry Exit

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This project type may be used by some shelters that require or strongly encourage a continuous stay while a client resolves their experience of homelessness.

# Transitional Housing

A project that provides temporary lodging and is designed to facilitate the movement of individuals and families experiencing homelessness into permanent housing within a specified period of time, but no longer than 24 months.



# Permanent Housing



Community-based housing without a designated length of stay and includes both permanent supportive housing and rapid rehousing.



To be permanent housing, the program participant must be the tenant on a lease for a term of at least one year, which is renewable for terms that are a minimum of one month long and is terminable only for cause.

# Permanent Supportive Housing

A project that offers permanent housing **and** supportive services to assist people experiencing homelessness with a **disability** (individuals with disabilities or families in which one adult or child has a disability) to live independently.

# Permanent Housing with Services

A project that offers permanent housing **and** supportive services to assist people experiencing homelessness to live independently but does not limit eligibility to individuals with disabilities or families in which one adult or child has a disability.

*HUD 2024 HMIS Data Standards Manual, pg. 30*



# Permanent Housing Only

A project that offers permanent housing for people experiencing homelessness but does not make supportive services available as part of the project.

*HUD 2024 HMIS Data Standards Manual, pg. 30*



# Rapid Rehousing

A permanent housing project that provides housing relocation and stabilization services and/or short (up to 3 months) and/or medium-term (4 to 24 months) rental assistance as necessary to help an individual or family experiencing homelessness move as quickly as possible into permanent housing and achieve stability in that housing.

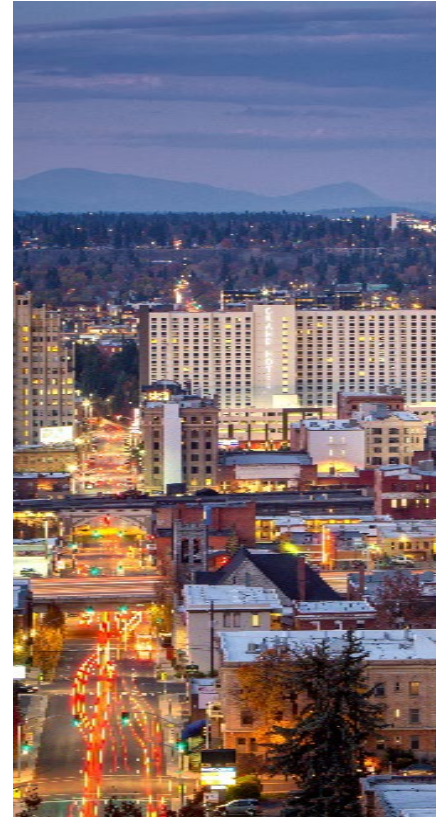
# References

- At a Glance: Criteria and Recordkeeping Requirements for Definition of Homeless.* (2011). HUD Exchange. Retrieved from [https://files.hudexchange.info/resources/documents/HomelessDefinition\\_RecordkeepingRequirementsandCriteria.pdf](https://files.hudexchange.info/resources/documents/HomelessDefinition_RecordkeepingRequirementsandCriteria.pdf)
- CoC Program Interim Rule, eCFR: 24 CFR Part 578 .* Code of Federal Regulations. (2017, April 1). <https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-578>
- U.S. Department of Housing and Urban Development Community Planning and Development. (2023, November 2). *Final 2024 HIC and PIT Data Collection Notice Final (10.31.23) Final.* HUD Exchange. <https://www.hud.gov/sites/dfiles/OCHCO/documents/2023-11cpdn.pdf>
- U.S. Department of Housing and Urban Development Community Planning and Development. (2024, May). *FY 2024 HMIS Data Standards Manual.* HUD Exchange. <https://files.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual-2024.pdf>



# 2024 Point-in-Time Count

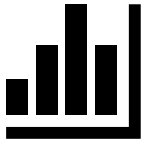
City of Spokane



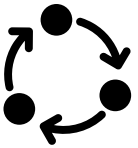
# Agenda



Orientation to the methodology of the point-in-time count.



Results of the Point-in-time Count



Orientation to the methodology of the Housing Inventory Count



Data Results of the Housing Inventory Count



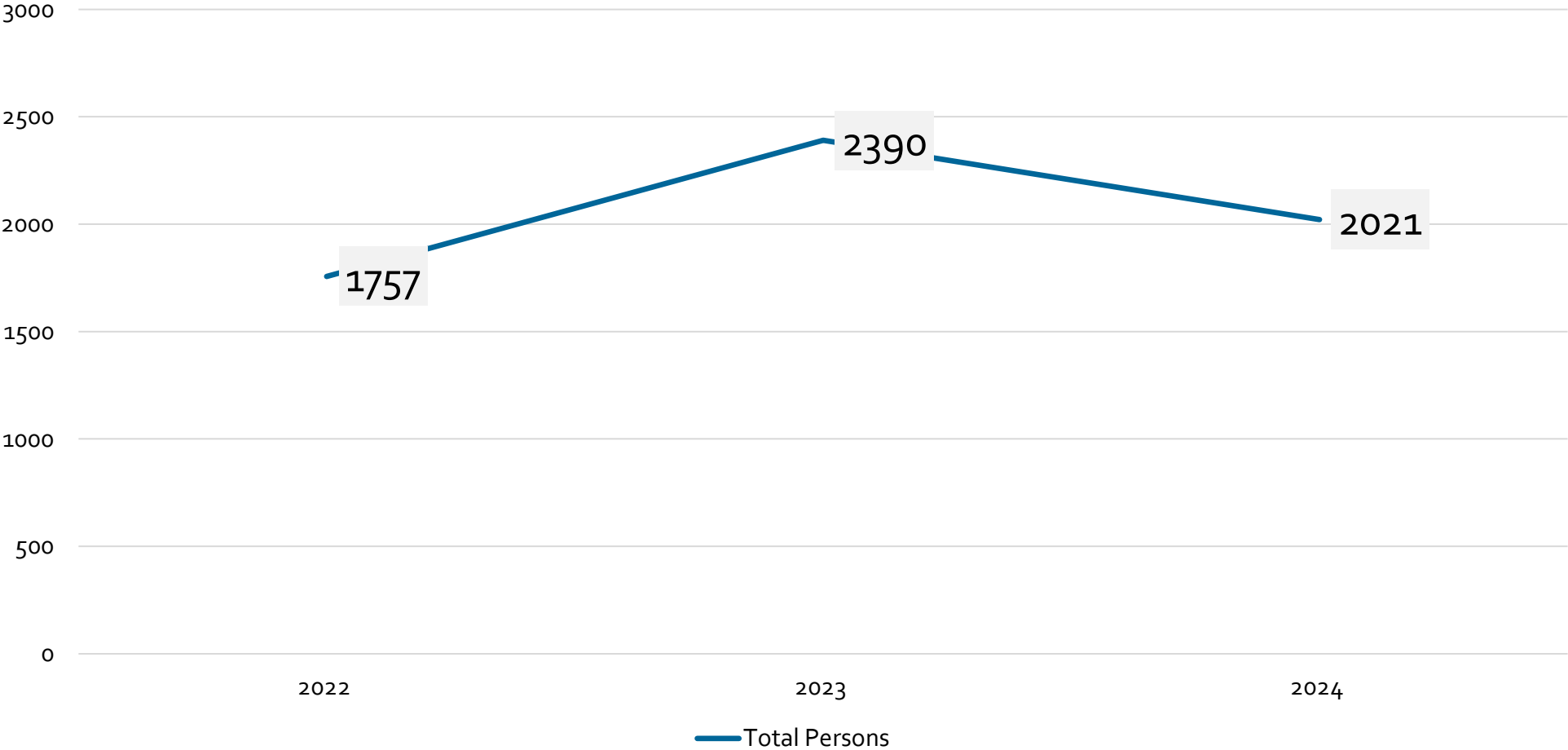
# PIT Methodology

- The Point-in-time Count survey's two groups
  - Sheltered – Those in shelters and transitional housing programs
  - Unsheltered – Those living on the streets, places not meant for habitation, vehicle residency
- Federally Required
- January 22-27, 2024
- Complete census of Spokane County

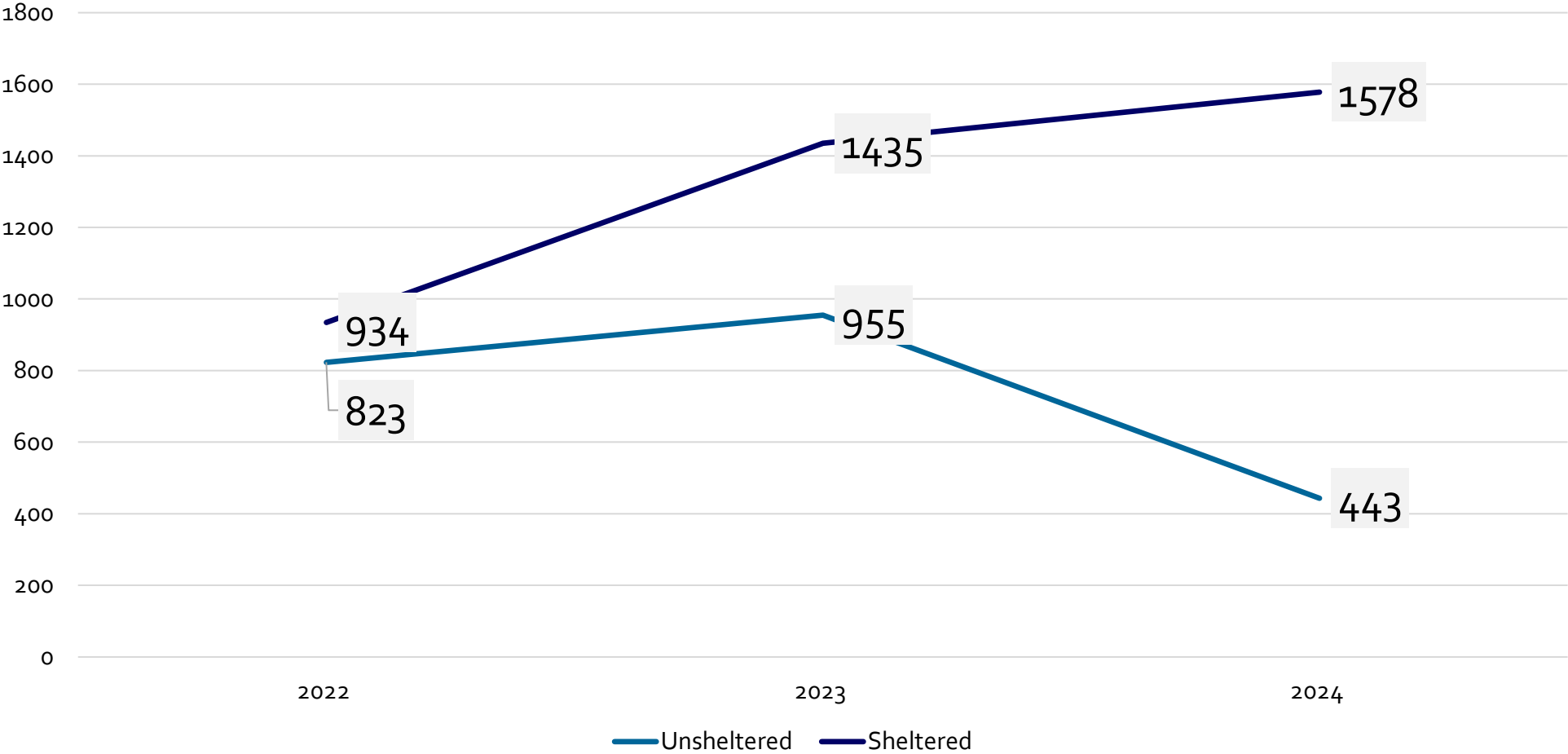


# Point-in-Time Count Initial Results

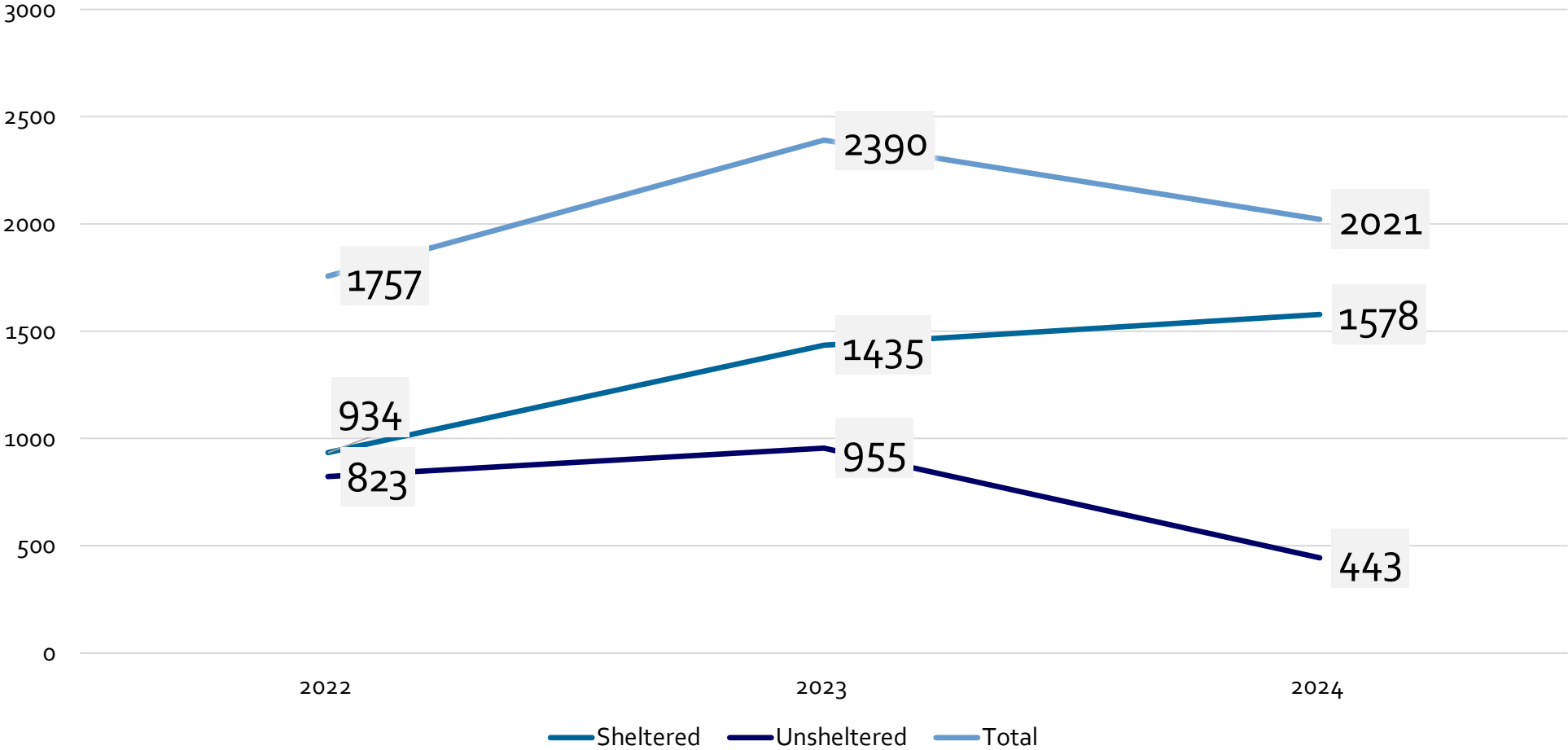
# Estimated Total Persons: 2022 - 2024



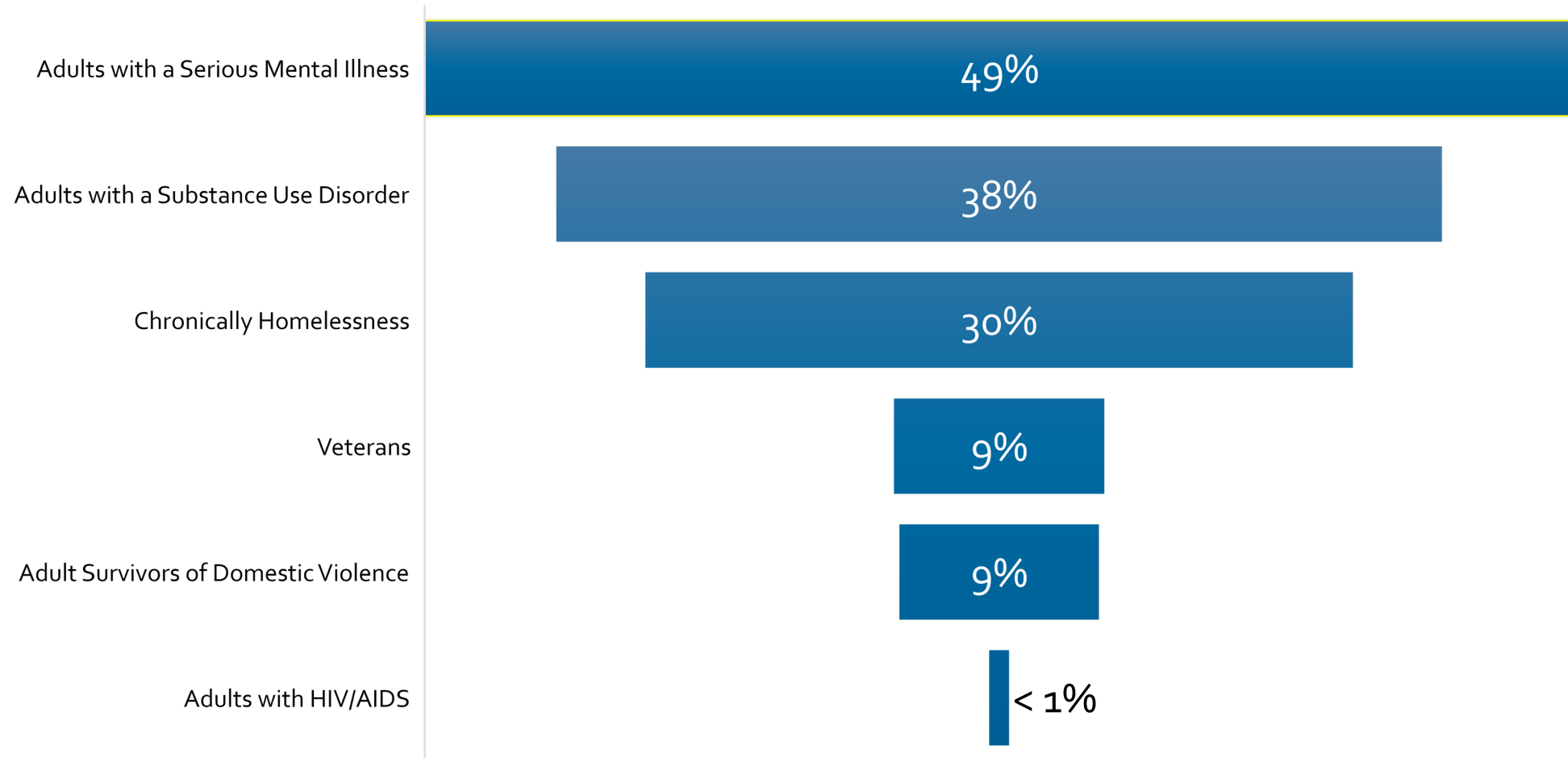
# Estimated Total Persons by Category: 2022 - 2024



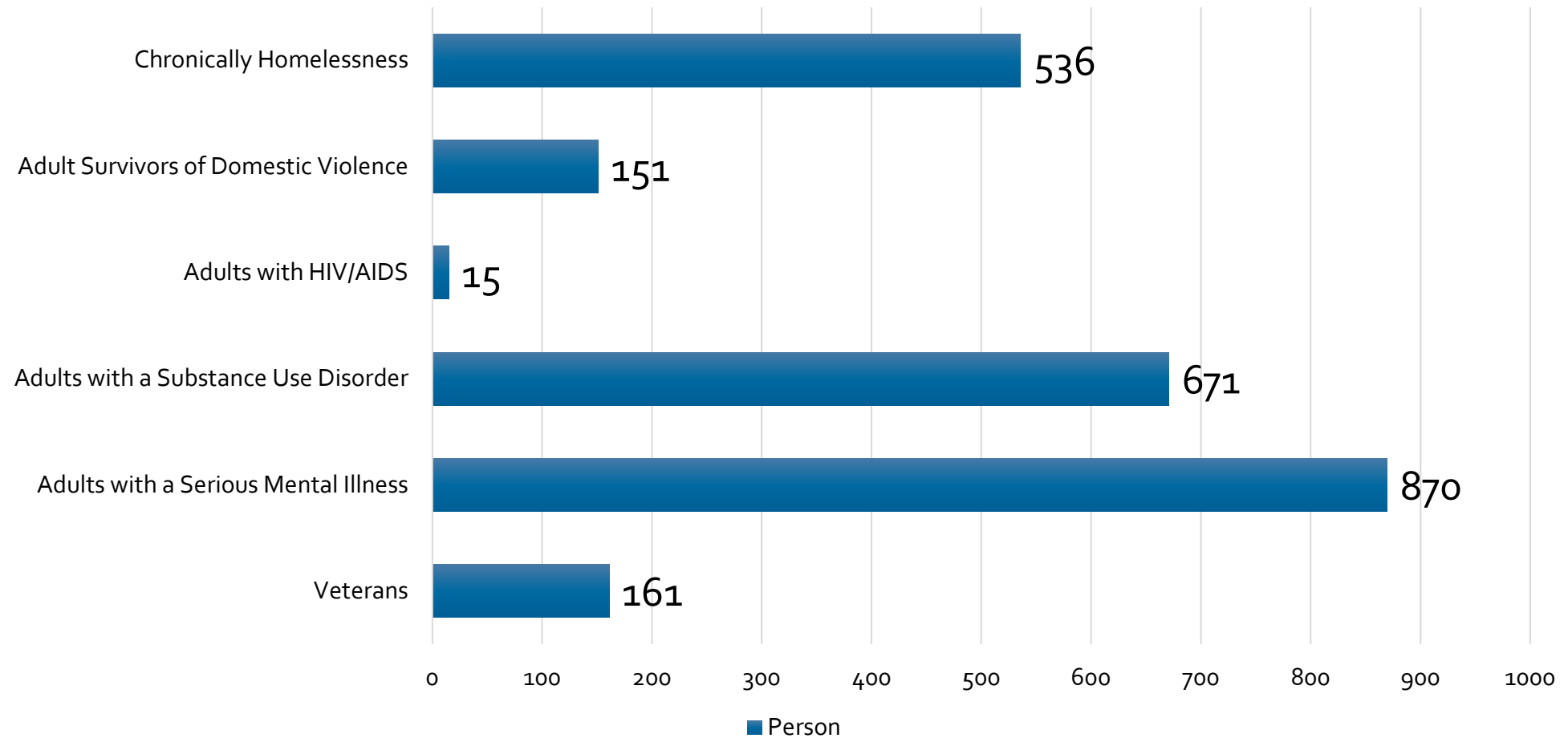
# Estimated Total Persons by Category



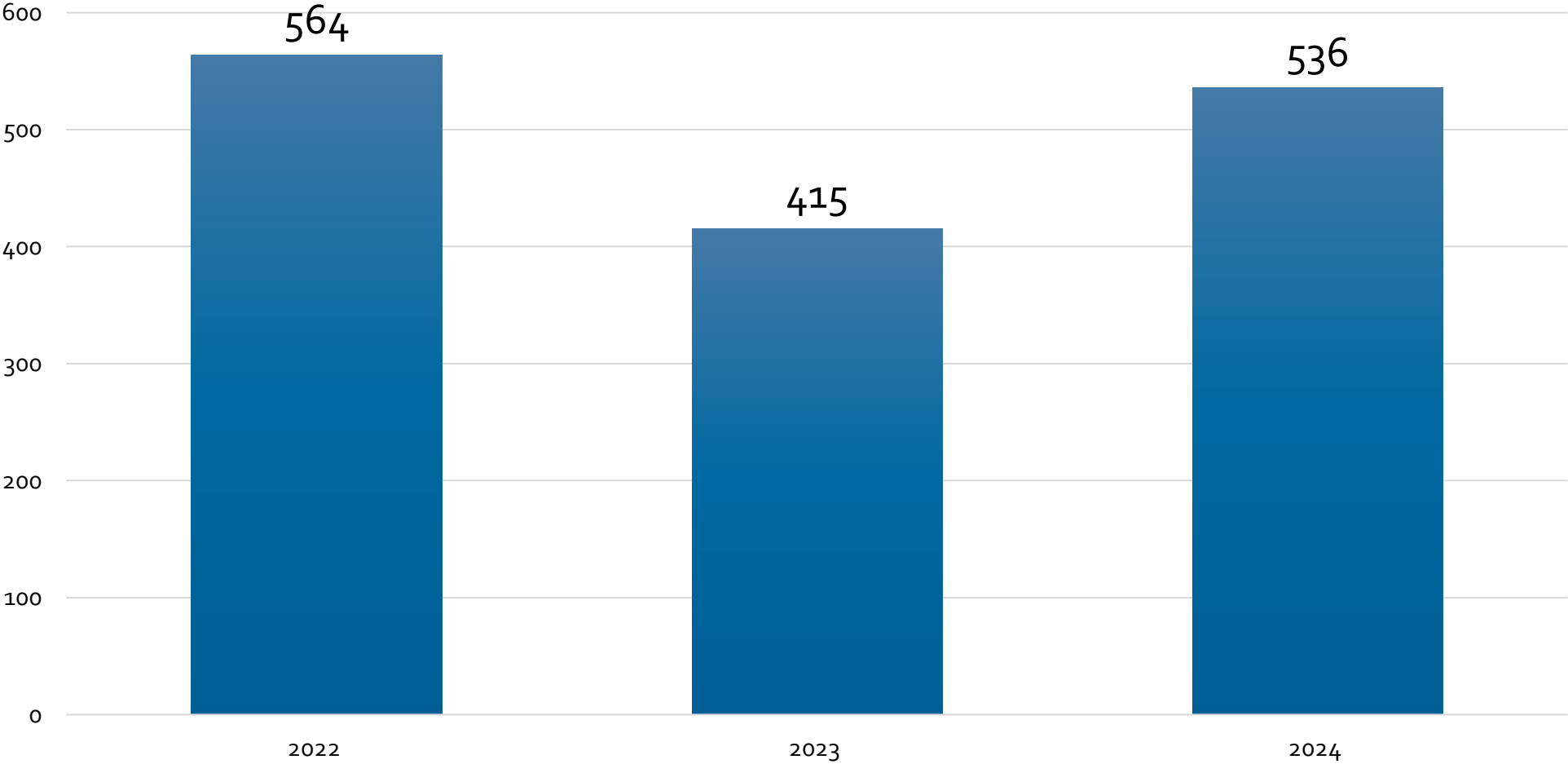
# Additional Vulnerabilities & Communities



# Additional Vulnerabilities & Communities

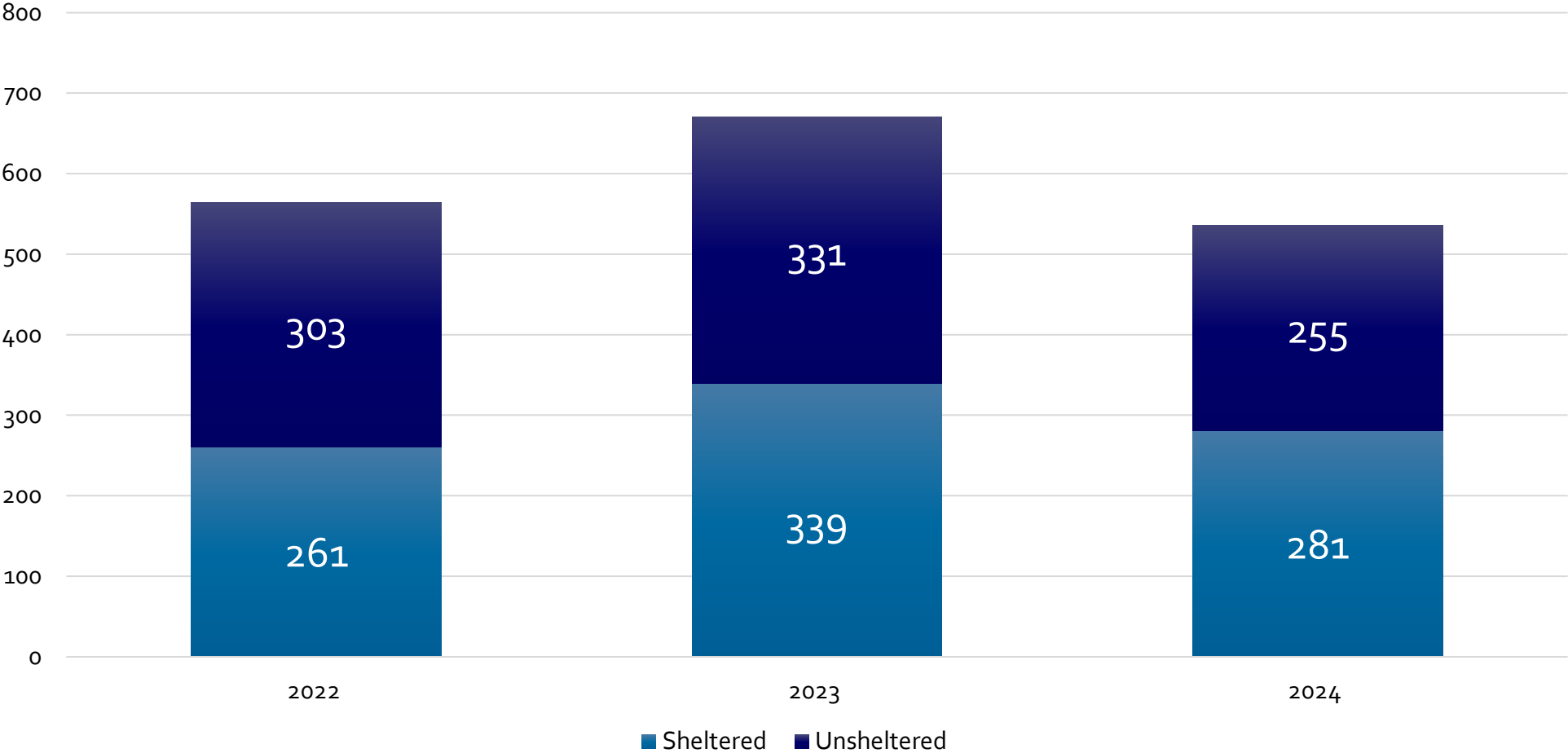


# Estimated Chronically Homeless Persons

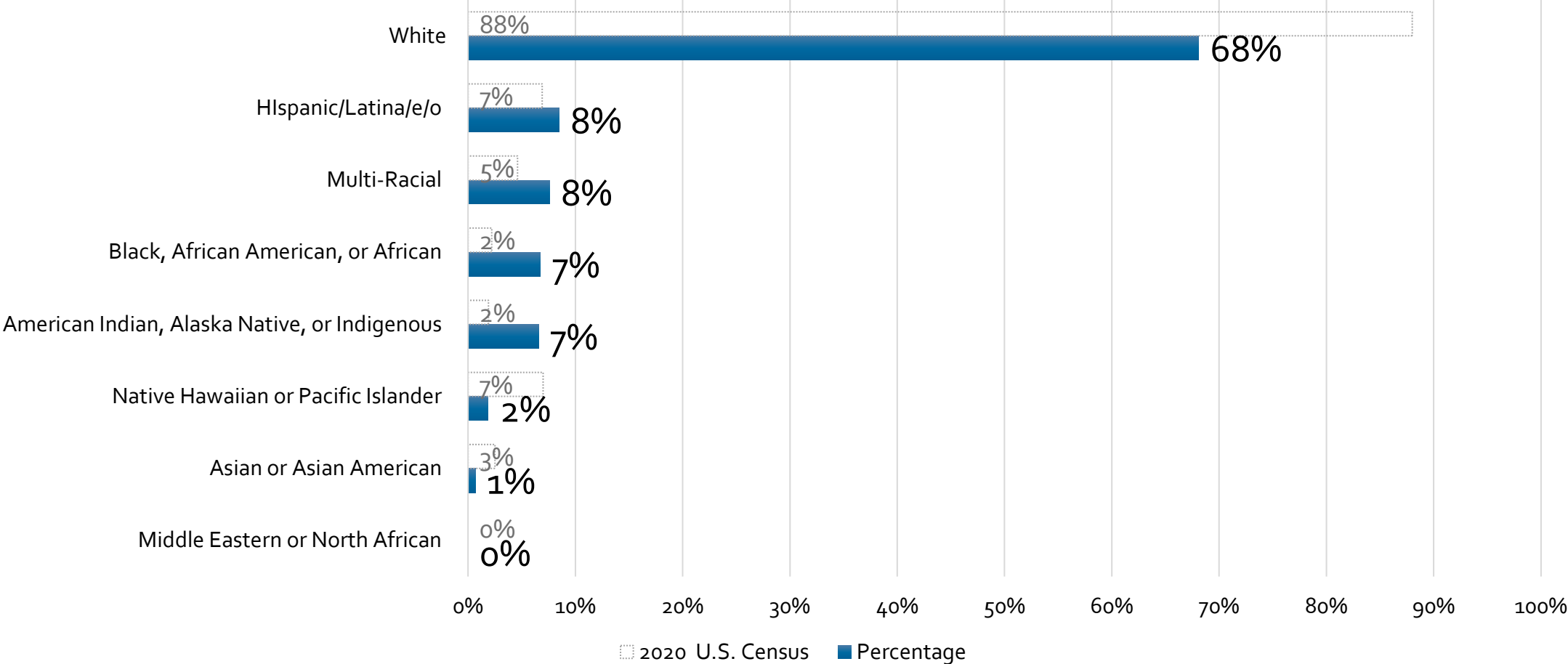




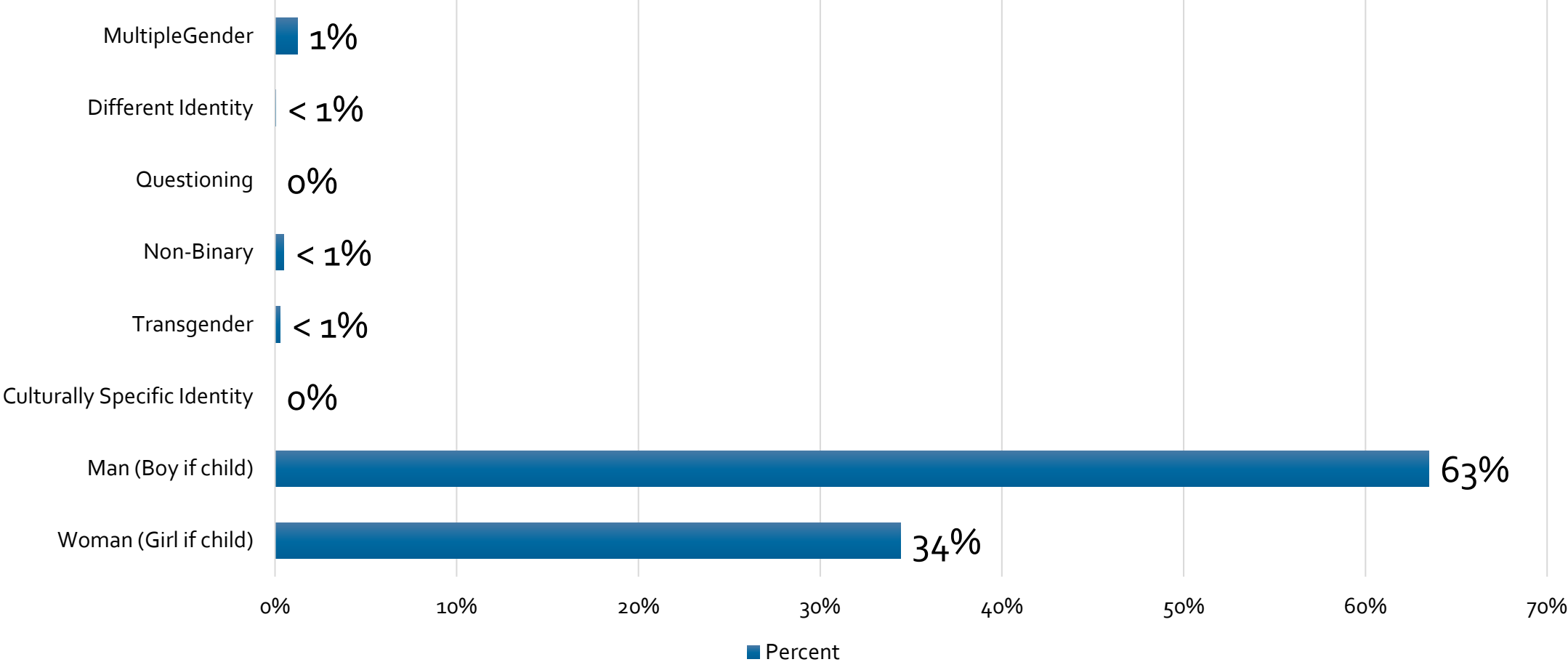
# Estimated Chronically Homeless Persons By Category



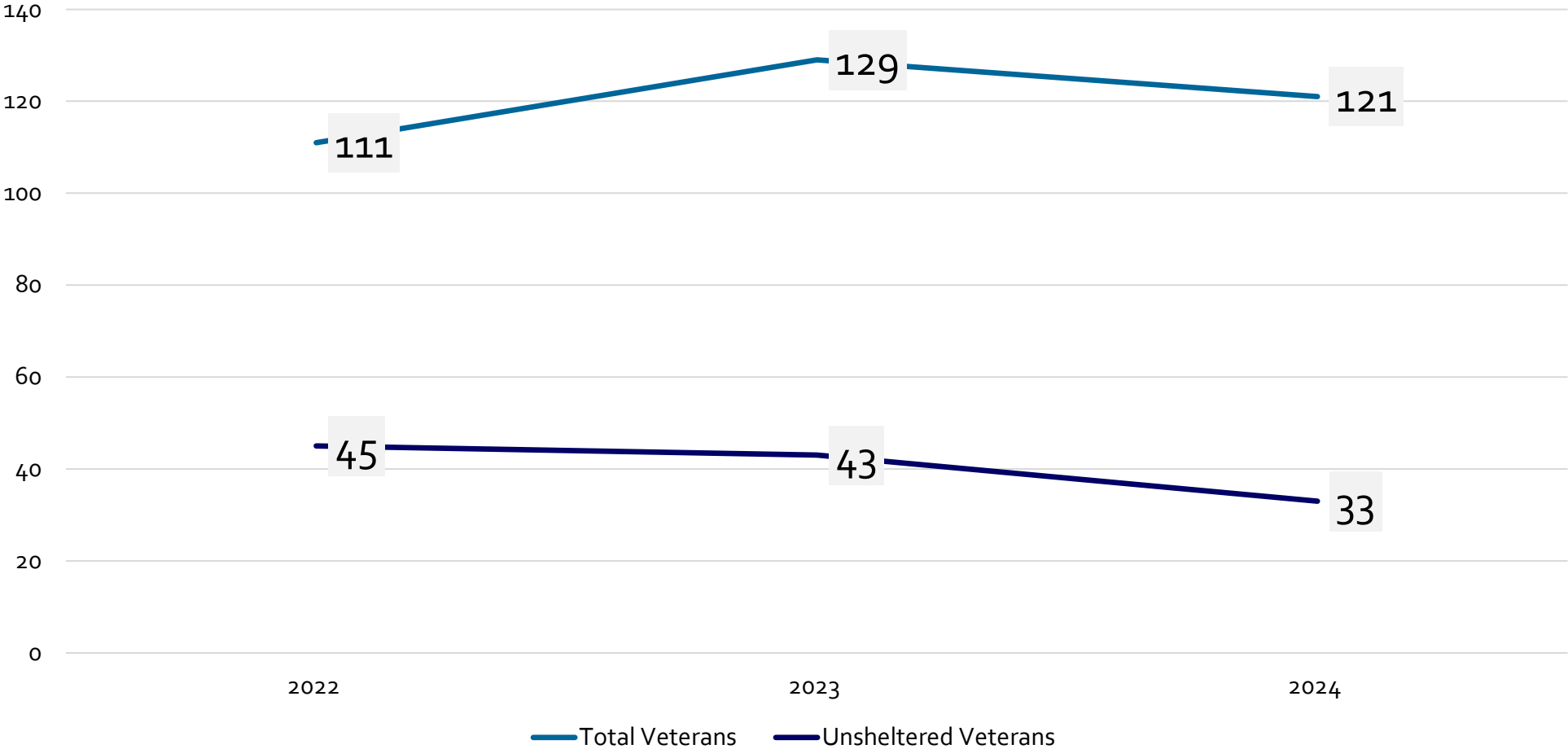
# Demographics: Race of Total Persons



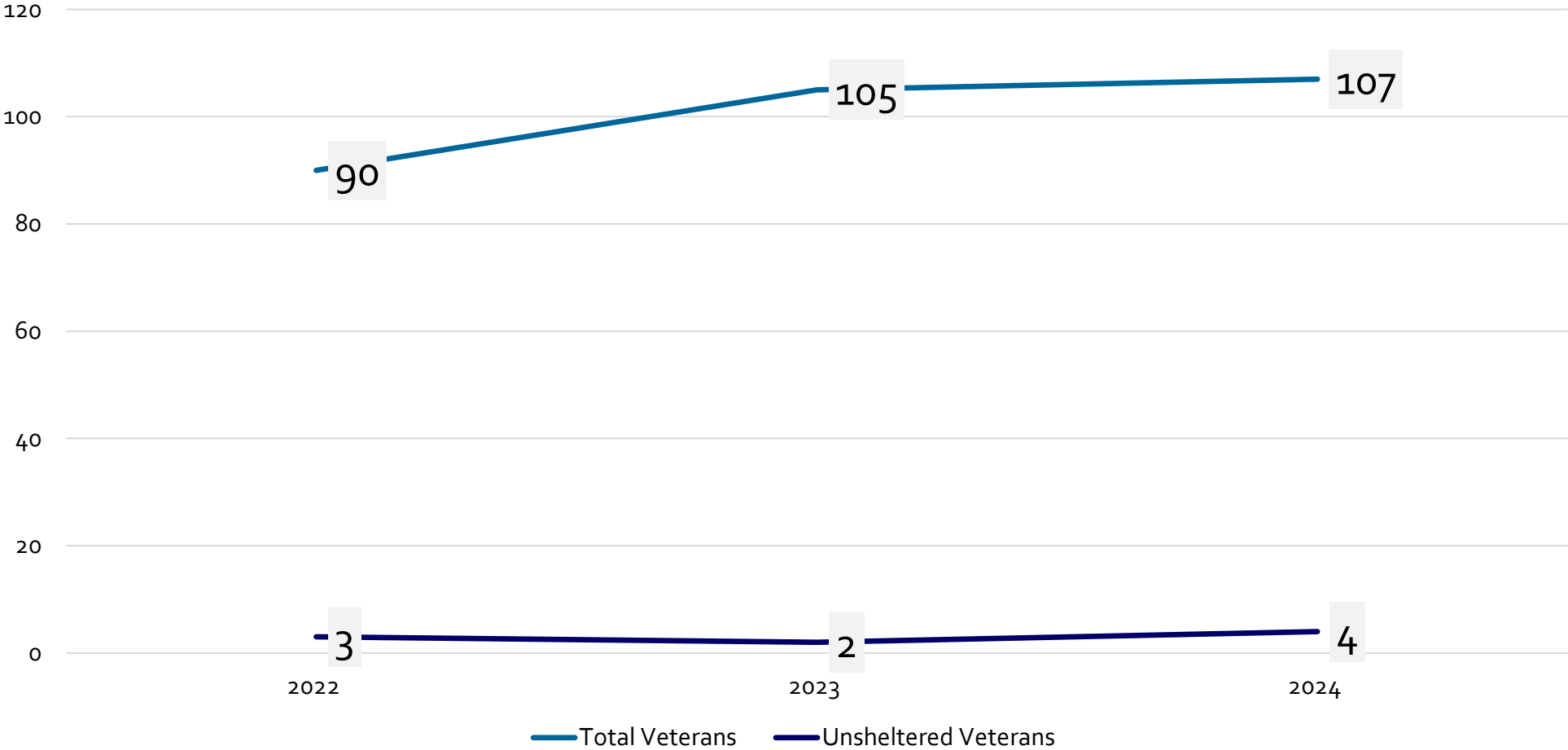
# Demographics: Gender of Total Persons



# Estimated Veterans: 2022 - 2024



# Estimated Families: 2022 - 2024



# Housing Inventory Count Methodology

The Housing Inventory Count (HIC) is a point-in-time inventory of projects within the Continuum of Care (CoC) that provide beds and units dedicated to serving persons who are homeless. It is intended to provide the Department of Housing & Urban Development (HUD) and CoCs with information about the shelter and housing capacity of homeless crisis response systems.

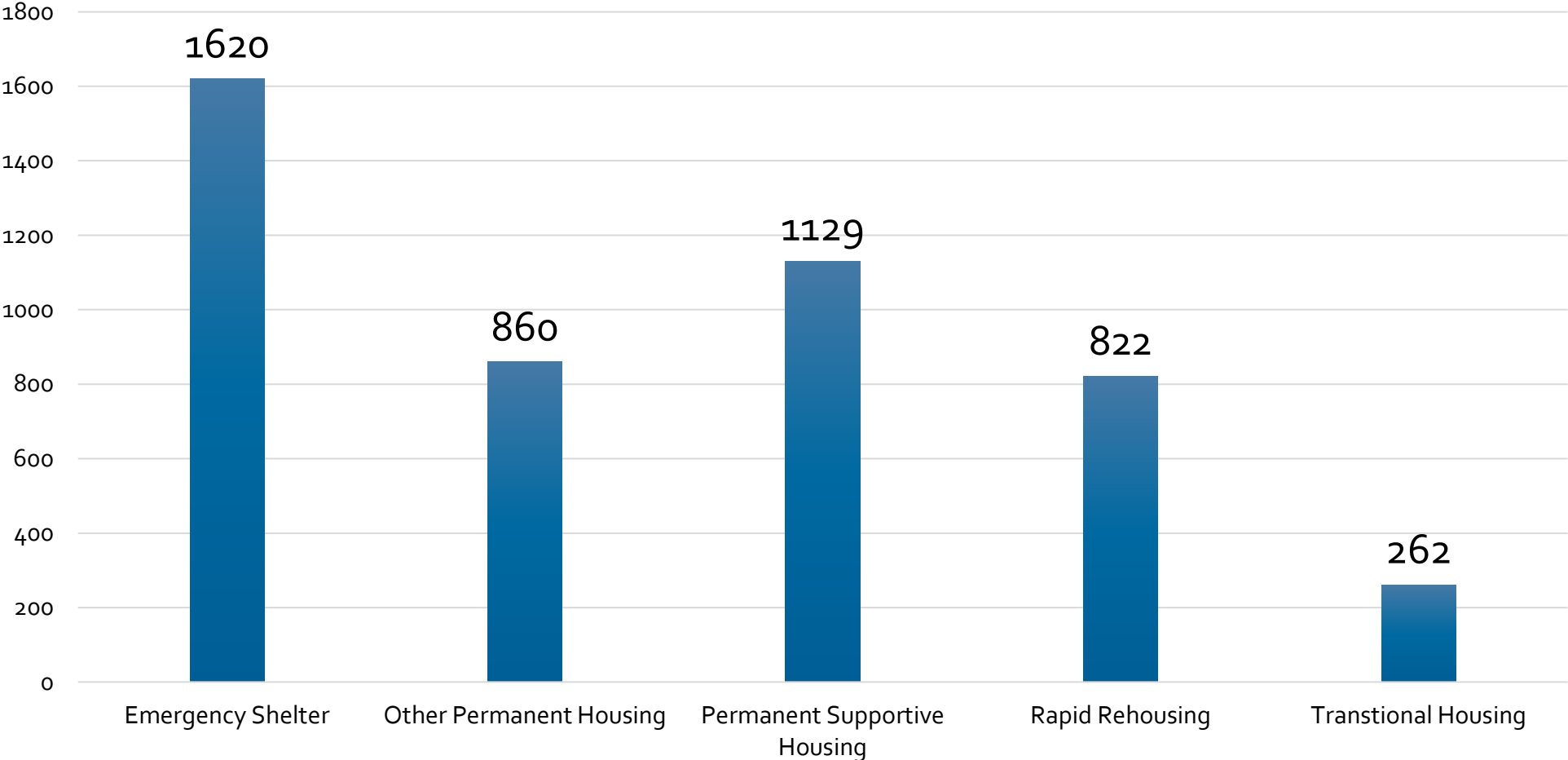
## **The project types included in the HIC are:**

- Emergency Shelter (ES)
- Transitional Housing (TH)
- Permanent Housing (PH)
- Permanent Supportive Housing (PSH)
- Rapid Rehousing (RRH)
- Other Permanent Housing (OPH)
  - Housing with Services
  - Housing Only

To determine which projects to include in the HIC, we reviewed the existing projects in the Community Management Information System (CMIS) and gathered aggregate bed counts for non-CMIS participating organizations. Adding any new projects that were active January 22nd, the night of the Point-in-Time (PIT) count.

# Housing Inventory Count Initial Results

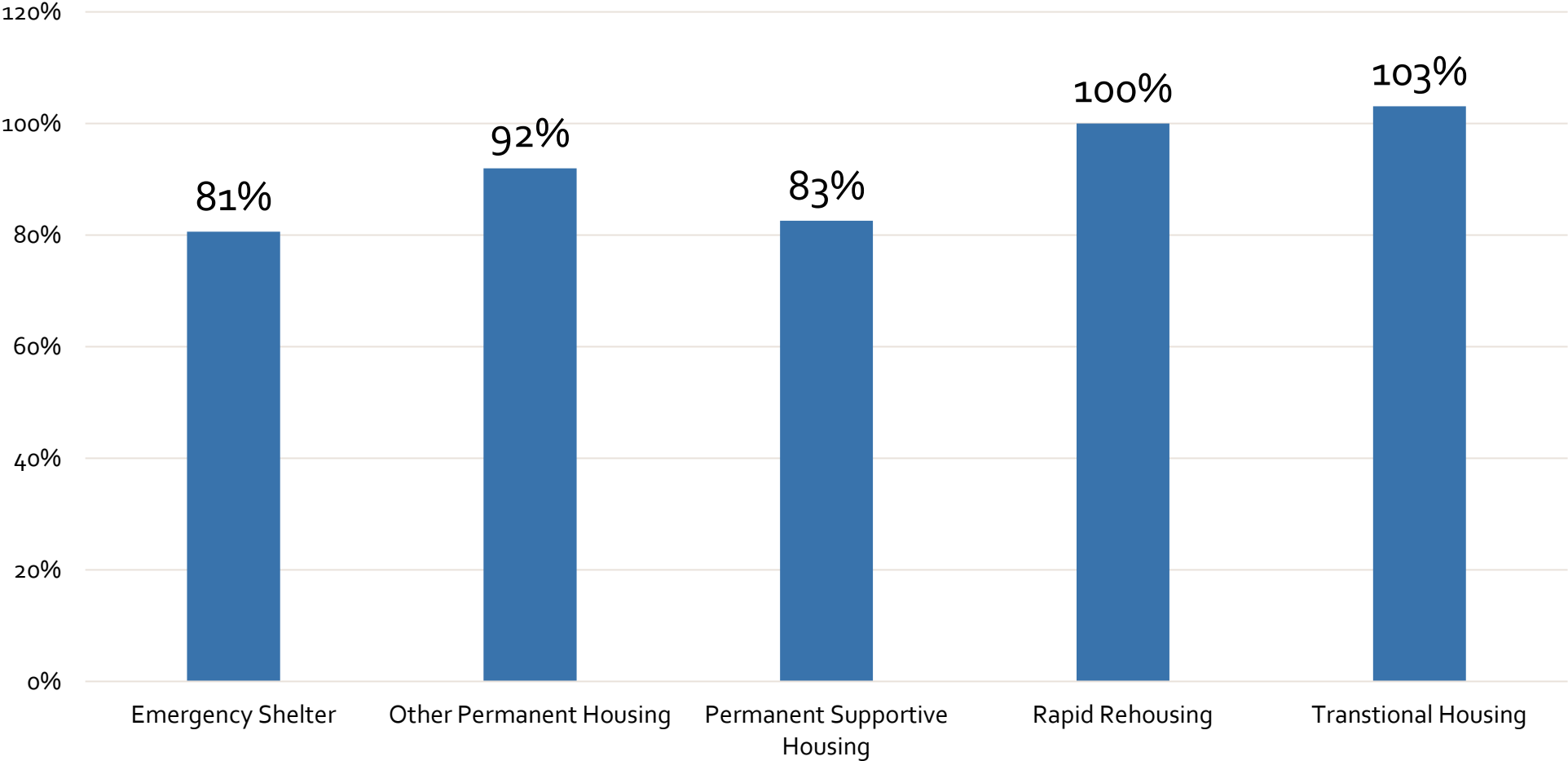
# Housing Inventory by Intervention Type



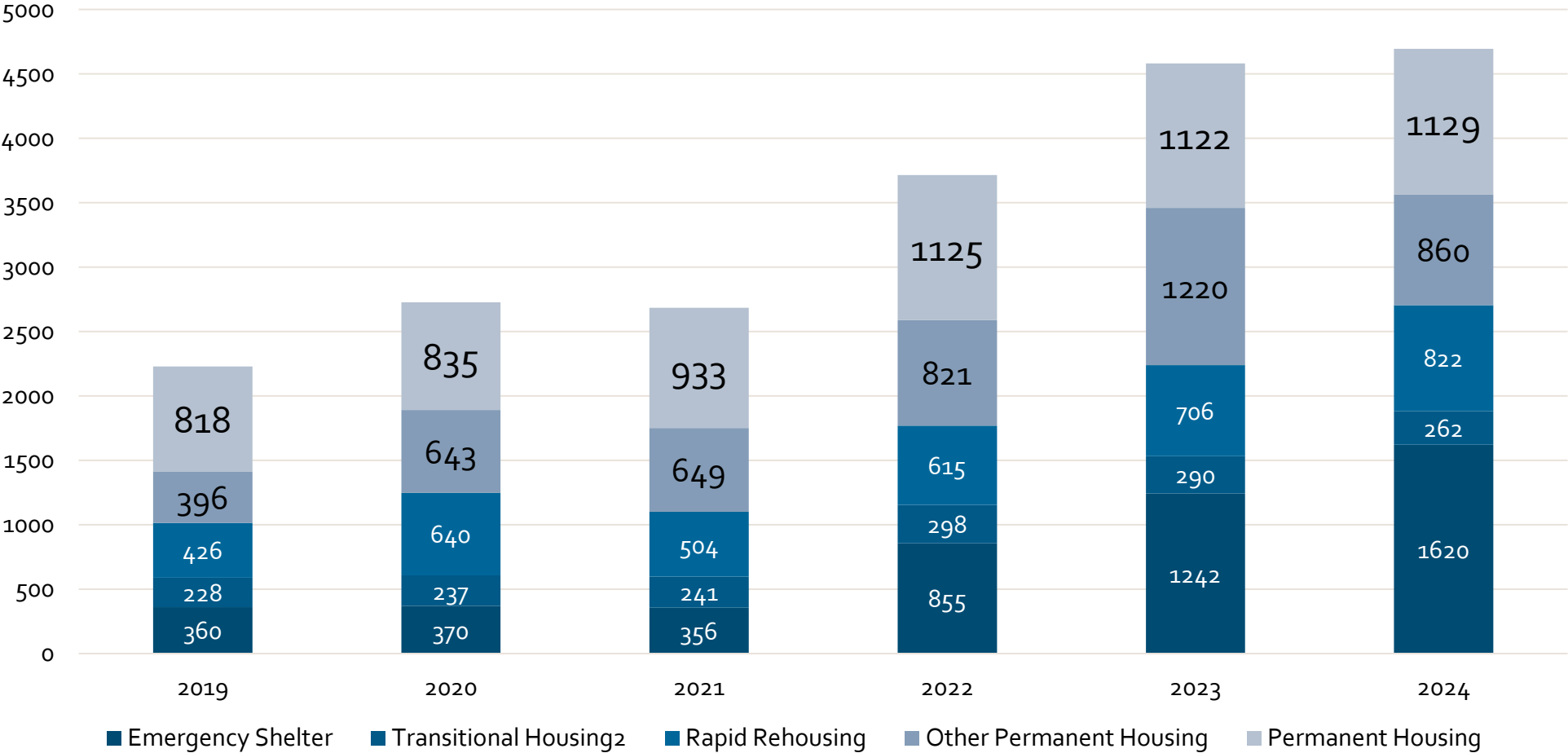




# Housing Utilization by Bed Type

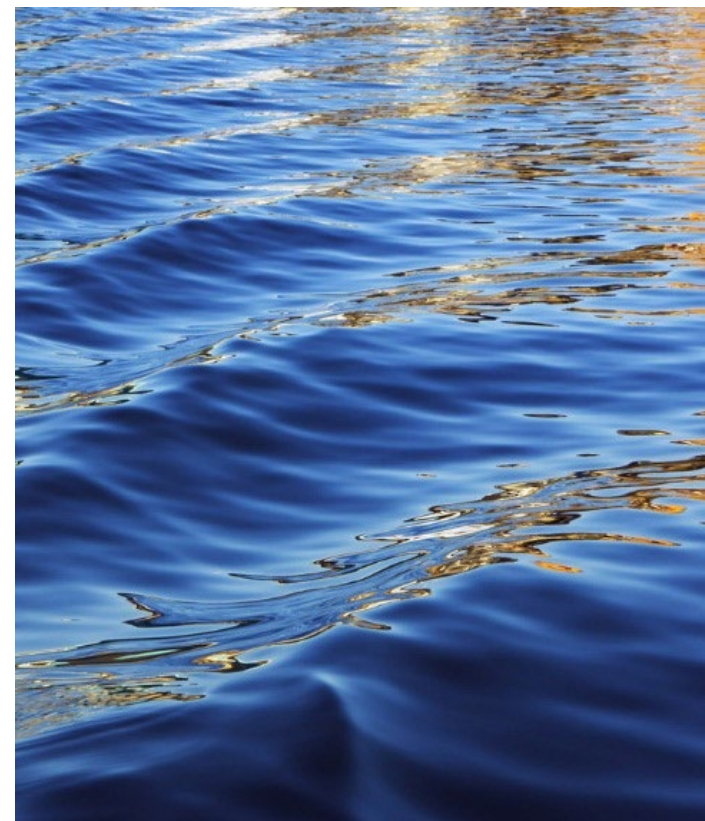


# Housing Inventory by Intervention type: 2019-2024





Questions



## Homeless Service Provider Community Call 6/24/2024

Attendees: Mackenzie Driscoll, Kira Lewis, Sofia Ramos, Arielle Anderson, Janine Pederson, Chelsea McDaniel, Elaine Mansoor, Sarah Isakson, Heather Baker, Zach Smith-Williams, Sabrina St. Clair, Tracie Nunez, Eric Robison, Dena Carr, Sarah Foley, Serena, Keri Cederquist, Angela Amos, Leona Flowers

### Update from SRHD

- No significant outbreaks of disease in the community
- Current Covid outbreak at Crosswalk

### Update from City of Spokane

- Posting a request for proposals for emergency housing fund grant
  - Under CHG guidelines
  - Supporting scattered shelter approach
  - Clear scoring rubric will be released

### Update from Providence Community Clinic

- Clinic and outreach are busy

### Update from CHAS

- Onboarding new community health workers (one will be at HOC)

### Update from City of Spokane Valley

- Finalizing contract with Frontier Behavioral Health for street outreach

### Update from Salvation Army

- Camp will be going on for 6 weeks starting today
- Camp for 6–12-year-olds located at Deer Lake—please contact TSA if you have any kids who would be appropriate

### Update from UGM Women's

- Beds available
- 2 mom rooms and several single women rooms available
- Resource fair on July 16

### Update from Women's Hearth

- Spirit week is this week—today is pajama day 😊

### Update from HOC

- Benefitted from emergency housing grant but cycle ends the end of this month

- Lag time between end of grant cycle and new cycle will lead to loss of 35 beds starting on 7/1
- Will not be intentionally displacing patrons, but will not refill beds as they empty
- Hopeful that beds will be reintroduced in the fall

#### Update from The Way Out

- Busy, still taking applications
- Please refer people who are interested by calling

## Homeless Service Provider Community Call 7/22/2024

Attendees: Mackenzie Driscoll, Betsy Bertelsen, Tammy Meyers, Candice McKee, Tracie Nunez, Angela Amos, Heather Baker, Elaine Mansoor, Mercedes Carney, Dena Carr, Chelsa McDaniel, Zach Smith-Williams, Keri Cederquist

### SRHD Epi Update from Betsy

- Increase in Covid across many types of facilities, including shelters
- Managing two small Covid outbreaks
  - ABHS
  - Rising Strong
- Significant increase in pertussis (whooping cough) in Spokane and North Idaho
  - No outbreaks declared at this time
  - We typically see an uptick in pertussis about every 3-5 years
  - Last uptick was in 2019
  - SRHD released a health alert for healthcare providers to make sure they are testing and treating potential cases
  - CDC pertussis info: <https://www.cdc.gov/pertussis/index.html>
- No new outbreaks of shigella but we continue to see isolated cases at 2-3 per week
  - This is to be expected following an outbreak (higher baseline for a while)

### Updates from Tammy (SRHD)

- ID event this Wednesday at the downtown library for people experiencing homelessness who have had a Washington ID in the past; 10 am- 3 pm
- Contact Tammy with questions: [tmeyers@srhd.org](mailto:tmeyers@srhd.org)

### Updates from Angela (Women's Hearth)

- Closed 7/22/24 for construction

### Updates from Heather (Family Promise)

- One staff positive for Covid but no spread within facility

### Updates from Mercedes (Hope House)

- Looking for someone to help with a water drive

### Update from Dena (HOC)

- A little hectic related to heat
- Partnering with JHH on cooling tent in the neighborhood

### Update from Elaine (TSA)

- Busy with cooling station open
- Expanding numbers at TRAC for cooling

- Today is last day TRAC expanded capacity will be open for temperature
- A couple of Covid cases at The Way Out

Update from Keri (City of Spokane)

- Activate surge capacity if National Weather Service predicts temperatures 95+ for 2 consecutive days

## Homeless Service Provider Community Call 8/5/2024

Attendees: Betsy Bertelsen, Mackenzie Driscoll, Candice McKee, Kira Lewis, Arielle Anderson, Angela Amos, Chelsa McDaniel, Dena Carr, Dr. V, Gidget Willoughby, Sofia Ramos, Tammy Meyers, Tracie Nunez, Elaine Mansoor, Toni Burke

### County Update from Dr. V

- Covid is still here but most people are having mild symptoms
  - People susceptible to severe illness are still at risk
- Be mindful of extreme heat
  - If you have questions about how to manage in high temps and the difference between heat exhaustion vs. heat stroke, go to <https://srhd.org/health-topics/environmental-health/extreme-heat#:~:text=Close%20your%20blinds%20during%20the,less%20heat%2C%20like%20a%20microwave.>
- September is food safety month
  - Lots of information for consumers, restaurants, and other settings at <https://srhd.org/health-topics/environmental-health/food-safety>
- Information about substance use and local resources at [Substance Use Disorder Resources \\*new\\* - County Health Insights](#)
  - Please let SRHD know if you think there could be improvements

### Epi Update from Betsy

- Covid is increasing across facilities, although there are no current outbreaks in congregate facilities
  - Please keep reporting Covid cases!
  - Covid is still a legally reportable condition in WA
- Pertussis is increasing across the county
  - Cases are in both kids and adults
  - Provider alert sent to encourage providers to test for and treat pertussis
- A couple of weeks since we have had a shigella case

### Update from Kira

- Masking is important in slowing the spread of pertussis, Covid, and other respiratory illness
  - If you have patrons with cold/respiratory symptoms, please have them mask until they are well
  - SRHD still has a supply of masks, so please contact us if you need some

### Update from Tammy

- Please let Tammy know if you are seeing a lot of open wounds in your patrons
- [tmeyers@srhd.org](mailto:tmeyers@srhd.org)

### Update from Elaine (TSA)

- Still on surge capacity



- Vans are out taking people back to TRAC or wherever they need to go

Update from Angela (Transitions)

- Lots of water has been donated and given out

Update from Gidget (Revive)

- Continuing to do FCS assessments
- SNAP may have money to help with deposits in September
- Working on resources for Spokane Valley

Update from Toni (Family Promise)

- At capacity and capacity has been reduced to 55 beds
- Goal is <60 days in shelter before being housed
- Putting a wall up for new Family Promise Center, which will be a play area for kids
  - Completion date is end of September or early October
- One positive Covid patron this morning; isolation on site

Update from Arielle (City of Spokane)

- Most RFPs are closed and are being scored