



Community, Housing, & Human Services Board

June 4, 2025, 4:00 -6:00 p.m. * indicates attachments included

IN-PERSON: City Council Briefing Center, 808 W. Spokane Falls Blvd., Spokane

TO ATTEND REMOTELY: [CLICK HERE to join via Microsoft Teams](#)

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE	
4:00 – 4:10	Call to Order – Board Chair
1. Roll call 2. Approval of Agenda: ACTION 3. *Approval of Minutes: ACTION (May) 4. Public comment – Please restrict comments to items relevant to the CHHS Board	
4:10 – 4:30	Board Education
1. Regional Funding Outlook (D Kinder)	
4:30 – 5:15	Action Items
1. none	
5:15-5:25	Public Hearing
1. none	
5:25 – 5:30	Discussion Items
1. *Appointment of Nominating Committee (Chair) 2. Quarterly Performance Reviews (QPR) & deobligation procedure (A Anderson)	
5:30 – 5:40	CHHS Director's Report
1. Q&A from latest CHHS Newsletter 2. Upcoming RFPs & status of RFP recommendations made 3. New Interlocal Agreement 4. PIT update 5. Department updates	
5:40 – 5:55	Committee & Partner Updates
-Affordable Housing Committee (D Edwards) -Human Services Committee (J Randal) -City Council (CM Navarrete) -Spokane County (G Dahl) -Continuum of Care (G Mantz) -Regional Homeless Collaborative (L Hope) -Veterans (W Anderson)	
5:55 – 5:59	Closing Announcements
1. Announcements & information sharing from the floor 2. Next meeting: 7/2/2025	
6:00	Adjournment – Board Chair

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

2025 MEETING SCHEDULE: CHHS Board meetings are 4-6pm the first Wednesday monthly, unless otherwise posted. See <https://my.spokanecity.org/bcc/boards/community-housing-and-human-services-board/> for agendas and minutes. Attend in person at City Hall (lower level, City Council Briefing Center) or virtually via Microsoft Teams at [this link](#).

STANDING COMMITTEES (*indicates seats filled by Board members)

Affordable Housing Committee (2nd Tuesday monthly, 10:30 am - 12:00 pm): *David Edwards (Chair), *Caroline Yu, Andrew Hoyer, Brian Jennings, Patricia Kienholz, Adriane Leithauser, Mark Muszynski, Arlene Patton, Jesus Torres, County representative (Brittney Reed, nonvoting) -- (3 vacancies)

Human Services Committee (4th Wednesday monthly, 1:00 - 2:00 pm): *James Randall (Chair), *Karen Ssebanakitta (Vice Chair), *Leslie Hope, *Barb Lee, *Sara Bauer, Susan Christenson, Bob Lutz, Arlene Patton, Kim Taylor, Diane Zemke, County representative (Chris McKinney, nonvoting) -- (2 vacancies)

Executive Committee: (3rd Wednesday monthly, 4:00 - 5:00 pm): Karen Ssebanakitta, Leslie Hope, David Edwards, James Randall

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 meeting location is wheelchair accessible and 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

CHHS Board Meeting Minutes

May 7, 2025

Roll Call: (8:33 AM)

Board Attendance	Jan 8	Feb 5	Mar 5	Apr 2	May 7	Jun 4	Jul 2	Aug 6	Sep 3	Oct 1	Nov 5	Dec 3
Hollis Stahl	x	x	x	x	X							
Barb Lee	x				X							
Caroline Yu	x	x	x	x	X							
Christabel Agyei												
David Edwards (Co-Vice Chair)	x	x	x	x	X							
Eric Robison	x	x	x									
Flor Casteneda	x	x	x	x	X							
George Dahl (County, non-voting)	x	X*	x	x	X							
Gloria Manz (CoC, non-voting)		X*	x	x								
James Randall	x	x	x	x								
Karen Ssebanakitta (Chair)	x	x	x	x	X							
Leslie Hope (Co-Vice Chair)	x	x	x	x								
Lili Navarrete (City Council, non-voting)	x	x	x		X							
Paul Dillon (City Council, non-voting)												
Wes Anderson (Veterans)	x	x	x	x	x							
Sara Bauer (Community Assembly)					x							

City of Spokane Staff: Arielle Anderson, Melissa Morrison, Amanda Martinez, Jon Klapp, Paradis Pourzanjani, Aziz Rahmaty, Carlos Placencia, Heather Page, Nicolette Ocheltree, Cecily Ferguson, Andres Grageda

Community Members: Diane Zemke, Lee Williams, Candi L. Davis, Patricia Kienholz, Barbara Bowman, Chris McKinney

1. May 7, 2025, revised board retreat agenda reviewed and adopted:

- David Edwards asked for a motion to approve revised agenda, Wes Anderson Moved, Hollis Staal seconded - passed unanimously.

2. April 2, 2025, minutes reviewed and passed:

- Wes Anderson moved; Hollis Staal seconded - passed unanimously.

3. Action Items

AHC recommendation: SNAP Request for Budget Increase (D Edward)

- SNAP has requested an additional \$17,662.78 in funding to complete the Patrician Apartment CDBG Rehab project. SNAP also requests a \$25,000 budget shift from the Relocation budget line item to Construction.
 - D Edwards relayed the discussion from the Affordable Housing Committee. The committee voted to recommend the budget increase to the full board with a four yes and 1 no vote.
 - Carlos Plascencia explained that the budget increase is necessary to rehabilitate two additional units that were not originally included in the scope of work. During a site visit, he found the units too damaged to be returned to service without significant repairs. Additional work items not covered in the original bid also contributed to the increased cost. Heather Page noted that some construction challenges, such as the discovery of bedrock beneath the original staircase, were unforeseen and significantly raised costs. Bard Lee inquired about the source of funding for these changes. Heather clarified that the additional funds are available due to a previously

de-obligated contract and there will not be funding to accommodate these types of budget requests moving forward.

- D Edwards moved to approve the SNAP Patrician Rehab budget increase as recommended by the AHC, Hollis Staal seconded, the motion was approved 4 yes and 1 no.

AHC recommendation: CDBG Neighborhood Allocation (D Edward)

- David Edwards explained that the CDBG Neighborhood Funding is intended for park improvements, with application reviews supported by the Community Assembly. The city received \$2.8 million in requests for just \$400,000 in available funding. After careful consideration, the committee recommended full funding for five projects and partial funding for one. In addition to application scoring, the committee prioritized projects that could be fully completed with the available funds and parks that had not received investment in the past ten years. David reviewed the final list of recommended projects. The committee unanimously approved the recommendations through an email vote.
 - \$15,000: Chief Garry Park, Chief Garry Park Fence project was recommended for full funding because of the life/safety concerns associated with an incomplete fence around the sports field near a heavily trafficked road.
 - \$300,000: Hillyard, Sharpley Harmon Park Restroom/Pavilion Structure was recommended for full funding due to the lack of investment within the last 10 years, the poor overall condition of the park, the importance of working restrooms to the functions of the park, and the funding request still allowed for other projects to be funded.
 - \$8,000: North Hill, Ruth Park Bench project was recommended for full funding because no investment has been made in the park for more than 10 years, and the low funding request could be accommodated.
 - \$25,000: Shiloh Hills, Friendship Park Water Fountain project was recommended for full funding because minimal investment has been made in the park in the last 10 years, the water fountain is currently non-operational, it was a high scoring application, and the low amount of the request could be accommodated.
 - \$30,000: West Hills, Whittier Park Playground Improvement project was recommended for full funding due to the lack of investment in the park in the last 10 years, and the low amount of the request could be accommodated.
 - \$22,000: East Central, Liberty Park Gazebo Rehabilitation project was recommended for partial funding, the partial funding to cover the roof repair of the gazebo rehabilitation. This was the only project left where partial funding would result in a completed activity.
- D Edwards moved a motion to approve the funding recommendations, Sara Bauer seconded, the motion was approved unanimously.

4. Closing Announcements

- Announcements & information sharing from the floor.
 - Original agenda items will be presented at a later board meeting.
- Next meeting: Board retreat on **June 4, 2025.**

Adjourn 9:08 AM

CHHS Board	Role	Committee or Representation	Appointed (*indicates 2 nd term)	Term Expires
OFFICERS:				
1)Karen Ssebanakitta	Chair	HSC	04/14/25*	04/14/28
2)David Edwards	Co-Vice Chair	AHC (Chair)	05/01/23	05/01/26
3)Leslie Hope	Co-Vice Chair	HSC; Regional Homeless Coalition liaison	05/01/23	05/01/26
VOTING MEMBERS:				
4)Barbara Lee	Voting Member	HCS	04/14/25*	04/14/28
5)Caroline Yu	Voting Member	AHC	04/08/24	04/08/27
6)Flor Casteneda	Voting Member	CoC liaison	04/08/24	04/08/27
7)Hollis Staal	Voting Member	HSC	08/12/24	08/12/27
8)James Randall	Voting Member	HSC (Chair)	04/08/24	04/08/27
9)Sara Bauer	Voting Member	HSC; CA Rep	04/14/25	04/14/28
10)Wes Anderson	Voting Member	Veterans Rep	04/08/24	04/08/27
11)VACANT	Voting Member			
12)VACANT	Voting Member			
NON-VOTING MEMBERS:				
George Dahl	Non-Voting Member	Spokane County rep	n/a	n/a
Gloria Mantz	Non-Voting Member	CoC rep	n/a	n/a
Lili Navarrete	Non-Voting Member	Spokane City Council rep	n/a	n/a
VACANT	Non-Voting Member	Spokane City Council rep		
to add?	Non-Voting Member	City of Spokane Valley rep		

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Homeless Service Provider Meeting 5/12/2025

Attendees: Kira Lewis, Mackenzie Driscoll, Chelsa McDaniel, Mark Springer, Anne Raven, Lacey Trottier, Evan Sutton, Mercedes Carney, Heather Baker, Eric Robison, Kayla Myers, Joshua Leach, Iryna Gusarenko, Brittanie Seidler, Janine Pederson, Gerriann Armstrong

Meeting on 5/26 is cancelled due to Memorial Day holiday

Update from Kira (SRHD)

- Pertussis outbreak continues in the community but no cases that we know of in the shelters
- Measles cases continuing around the country—SRHD has prepped to deal with a potential case or outbreak

Update from Anne (Spokane Fire Department)

- Completed build out of CARES team—now have 4 paid social workers doing 100% outreach (increase from 1 SW)
- Responds to internal referrals from fire fighters and sometimes police

Update from Eric (City of Spokane Valley)

- Spokane Valley Connect (same sponsors as Homeless Connect) on 5/22 at Opportunity Presbyterian
 - More geared toward families than Homeless Connect typically is
 - Please see attached flyers

Update from Mercedes (Hope House)

- Reducing beds by 10 per week (70 beds this week, 60 next week) in anticipation of June 30 closure of shelter services
 - Respite starts July 1
- First-come, first-served; line starts at 4 pm and bed assignment at 4:30
 - Can contact other shelters if people don't get a bed
- Transitioning long-stayers to other shelters

Update from Heather (Family Promise)

- Lingering strep throat in the shelter—isolating patients as best as possible

Update from Gerriann (The Way Out)

- Lots of successful move-outs over past 10 days
- Actively looking for people seeking placement at TWO

- Please encourage people to apply and contact TWO if you have people who may be a good fit

Update from Janine (Rising Strong)

- No more RSV or flu cases in the building!

Update from Evan (new Syringe Services Program navigator at SRHD)

- Trying to make connections in the community
- Attempting to get people coming into the needle exchange connected to treatment

Update from SRHD Immunizations (Iryna and Kayla)

- Vaccine clinic today at the needle exchange
- Email IAPsupport@srhd.org for requests for vaccine clinics