

City of Spokane

Community, Housing, and Human Services Board Meeting Minutes

Wednesday, December 1, 2021

4-6 p.m.

Board: Adriane Leithauser (Chair), Barry Barfield, Anne Whigham, Bob Hutchinson, Adriane Leithauser, Kathleen Torella, Jason McAllister, Betsy Wilkerson, Jeri Rathbun, Gordon Graves, Kathryn Alexander

Staff: Teague Griffith, Tessa Jilot, George Dahl, Brian Walker, Kim Clifton, Eric Finch, Cassi Brown,

Guests: John Chatburn, Call-In user who was unidentified

Virtual meeting recording is available here: <https://youtu.be/vPz9Lasr0kY>

Recording started at 3:55pm

Meeting called to order: 4:11 p.m.

MOTION: Barry moved to approve meeting agenda – Anne seconded, all aye, none opposed, no abstentions; approved.

Asked for public comment. None.

MOTION: Barry moved to approve November Board Meeting minutes – Betsy seconded, all aye, none opposed, no abstentions; approved.

4:15pm Board Education- Community Frameworks – John Chatburn, Director of Real Estate Development at Community Frameworks

John gave a brief overview of Community Frameworks and then presented on the Sinto Commons. John shared his screen to show a PowerPoint presentation on the Sinto Commons that included location, populations it can assist, rent amounts, amenities, size of units, case managers, how it is being paid for, what is being paid for, project milestones.

Adriane asked about how they have been managing the rising costs for construction materials. John said they were able to secure some materials before the cost went up and have used a larger contractor with a more robust labor pool who could provide more services. Barry asked about how many units the tax credit has supported for Community Frameworks. John said it is probably over 1,000. Barry followed-up asking about why more services aren't taking advantage of it. John said that it is very competitive and can be difficult to get into.

4:52pm SNAP Housing Recommendations: George presented on the RFP committee approving renewing the Single-Family and Emergency Repairs contracts with SNAP and asked the board to also approve.

Tessa introduced herself since she is new to the team and will be helping with this portfolio.

Motion by Gordon, seconded by Barry, to approve committee recommendations, all aye, none opposed, none abstaining; approved.

Some discussion followed on getting more information out to the public regarding the programs and researching demographics.

5:00pm Future of the Board- leadership/membership

Motion by Kathryn, seconded by Jeri, to suspend bylaws for one year to keep Adriane on the board until at least the end of 2022, all aye, none opposed, none abstaining; approved.

5:07 pm – Board Schedule for 2022 Approval

Motion by Betsy, seconded by Kathryn, to approve the 2022 schedule for the 1st Wednesday of every month from 4pm – 6pm, all ayes, no nays, no abstentions; approved.

5:09 pm – Director Update: Eric provided an update on his interim position as NHHS Director while the search continues for a permanent director. Eric shared his screen to give an update on NHHS goals, RFP update, hoteling and DV surge solutions, Final Interview Stage for CHHS Director Position, new staff. Asked for feedback on rent assistance RFP and for a quick committee review to be done in the first week or two in January – some discussion around that process for this situation commenced. Eric gave a brief update on the VOA funding situation.

5:34 City Council Updates- Betsy added more information about meeting with VOA, Betsy updated issues with the budget, invited people to the Study Session, gave an update and overview on ARPA issues, and spoke about Council committee appointments changing in the new year.

5:43pm Affordable Housing Committee Update- Working on SNAP approval, no other update, no meeting in December.

5:56pm Evaluation and RFP Committee Update- No update except that now they will be meeting in early January for the RFP.

MOTION: – Anne moved to adjourn meeting – Gordon seconded, all aye, none opposed, no abstentions at 5:42 p.m.

Next meeting is scheduled for Wednesday, January 5, 2022 at 4:00 p.m.