

City of Spokane

Community, Housing, and Human Services Board Meeting Minutes

Wednesday, January 5, 2022

4-6 p.m.

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

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

Guests: RPK

Virtual meeting recording is available here: <https://youtu.be/aGDjn0NNNVg>

Recording started at 3:58 p.m.

Meeting called to order: 4:02 p.m.

MOTION: Council Member Wilkerson moved **to approve meeting agenda** – Barry 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 – New CHHS Director Jenn Cerecedes

Jenn Cerecedes introduced herself to the board. Board members introduced themselves to Jenn. Adriane gave a brief history/overview of the board for Jenn.

4:36pm Board and Committee positions: Executive Committee would like to nominate Barry Barfield to Board Chair and Bob Hutchinson and Kathryn Alexander as Co-Vice Chairs.

Motion by Anne, seconded by Gordon, **to elect the slate as stated with Barry as Chair and Bob and Kathryn as Co-Vice Chairs**, all aye, none opposed, no abstentions; **approved**.

4:41pm Committee Members and Standing Committee Information

Affordable Housing Committee actually meets 10:30 am – Noon. Executive Committee meets 4:00 pm – 5:30 pm. These will be updated after February meeting when we can clarify committee members.

4:49 pm – Nomination of Jeri Rathbun to RFP Committee Chair

Motion by Anne, seconded by Barry, **to approve Jeri to Chair of RFP Committee**, all aye, no nays, no abstentions; **approved**.

4:49 pm – Executive Committee Approvals

Motion by Barry, seconded by Jeri, **to allow Executive Committee to hold emergency approval power for extenuating, emergent circumstances**, all aye, no nays, no abstentions; **approved**.

4:52pm – Emergency Rental Assistance

Anne gave an overview of what the RFP Committee reviewed and had Kelsey share her screen and give some of the specific numbers to the board. LiveStories and Carl Maxey have fully exhausted funds quickly. Family Promise has exhausted ERA funds only as of 11/30. Family Promise can take care of the people in their queue with the funds they have already been subgranted. LiveStories needs all the money they can get to take care of their queue and Carl Maxey works with LiveStories but has requested to be subgranted money separately to try to get it out to people more quickly. Committee recommends subgranting funds to LiveStories and Carl Maxey and not giving more funding to Family Promise.

Council Member Betsy Wilkerson recused herself as she is on the board of the Carl Maxey Center.

Motion by Kathryn, seconded by Barry, **to subgrant Emergency Rental Assistance funds to Carl Maxey Center in the amount of \$1,092,500 and to LiveStories in the amount of \$4,072,919**, all aye, no nays, no abstentions; **approved**.

5:10pm – Director's Update

Eric thanked the committee for the quick action and then spoke about how the success of getting the funding out so quickly also means we may need to pause applications soon. We are going to be one of the first regions to exhaust those funds. However, for jurisdictions that don't exhaust their funds there may be a recapture point when we could receive more funding.

Jeri asked about getting a full analysis on that work and how we were able to get our funds out so quickly so we could perhaps help other jurisdictions and also to perhaps get more funding down the road. Eric will work with Kelsey to get that information together.

Kathryn asked if there is any funding on the horizon at all. Eric is hopeful but has not heard anything officially. Kelsey said that the Commerce is actively working on a permanent state rental assistance funding so there is part of a solution but we aren't sure if there is a bridge between when the funding ends and when Commerce can get its program up and running.

Barry suggested that we put out a public statement about how we have used funds to help people so quickly but that funding is exhausted and there will be a pause on applications. We should also look at writing letters to our local and federal representatives to tell them thank you and also ask for more solutions. Eric agreed and deferred to the board for recommendation of the letter. Barry, Adriane, and Anne along with Council Member Wilkerson will try to work on that.

Eric mentioned the planning retreat tentatively scheduled for January 25. He encouraged broad participation so we can try progress our system all the way around from emergency shelters to permanent housing.

Warming center time is coming to an end at the convention center and they haven't found a location for a new warming center, asked for help from the board if anyone has ideas for this.

Outreach meeting will be set up for next week. Hoping to do a pilot RFP to look at a navigation aspect to help people get to other resources as needed.

Still working on filling staff positions. Adriane asked for an updated organizational chart for the CHHS. Also looking to hire a shelter coordinator position.

Working on an overall report for all grant sources, programs, and projects to have a better understanding of gaps and challenges so we can start working on fixing them.

5:46 City Council Updates – Betsy Wilkerson gave a brief update stating the new Council Member Jonathan Bingle will be joining the CHHS Board and will be at the next meeting. Hoping to get the RFPs written for the ARPA funds in the next 4-6 weeks and will be looking for help making those decisions.

5:43pm Affordable Housing Committee Update – No update.

5:56pm Evaluation and RFP Committee Update – No update.

5:58pm – Farewell to Anne whose term on the board has ended.

MOTION by Jeri, seconded by Gordon, **to adjourn the CHHS Board Meeting for January 5, 2022**, all ayes, no nays, no abstentions; **approved.**

Adjourned: 5:59 p.m.

Next meeting is scheduled for Wednesday, February 2, 2022 at 4:00 p.m.