

Community, Housing, & Human Services Board

February 3, 2022

Meeting Minutes

Meeting called to order at **4:00 PM**.

Attendance/Introductions

- **Board Members Present:** Barry Barfield (Chair), Betsy Wilkerson, Bob Hutchinson, Paul Kropp, Gordon Graves, Jeri Rathbun, Kathleen Torella, Anne Whigham, Kathryn Alexander
- **Staff Present:** Kim Clifton, Jenn Cerecedes, Eric Finch, Tessa Jilot, Brian Walker, Kelsey Martin, George Dahl, Cassi Brown, Devin Biviano
- **Guests Present:** David Lewis, Lisa Diffley, Karen Ssebanakitta, Barb Lee, Brian McClatchey

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 virtual meeting platform

Approval of the Agenda:

MOTION by Betsy Wilkerson, seconded by Bob Hutchinson, to approve the Agenda; approved unanimously.

BOARD AGENDA APPROVED

Public Comment:

None.

Gordon asked about how to talk to people about joining the CHHS Board. Betsy offered some ideas as to what she hopes the board will be able to do over the next year. Anne and Jeri talked about adding committees to add more variety and expand what the CHHS Board does for the community.

December 2021 and January 2022 Minutes:

MOTION by Betsy, seconded by Gordon to approve the minutes for the December 2021 and January 2022 board meetings; approved unanimously.

DECEMBER 2021 AND JANUARY 2022 MINUTES APPROVED

New Applicants:

Barry had the new board applicants introduce themselves to the full board in preparation for the interviews scheduled for later in the month. New applicants: David Lewis, Karen Ssebanakitta, Lisa Diffley, and Barb Lee.

A small discussion followed regarding the current Conflict of Interest Policy and how, while necessary, it is also very limiting for getting people with the appropriate expertise on the board.

Discussion:

Jeri provided a brief update on the process for updating the CHHS Board Bylaws. The main purpose of the update is to make sure the bylaws are inline with the ordinance and making sure the authority and purpose of the board is clear. The goal is to have the revisions completed and shared with the board prior to the next meeting when there can be a discussion and vote for the approval of the changes.

Betsy Wilkerson offered to have Brian McClatchey (Council Policy Director) look at the changes to make sure the Board and Council are on the same page.

RFP Committee:

Jeri and Kelsey gave an overview of additional ERA funding that was granted to our jurisdiction. Jeri mentioned there were three options for distributing the funds: 1. Open RFP process; 2. Proportionally allocate dollars to providers we have already granted dollars to; 3. Grant the dollars to just one of the providers we have already granted dollars to. Because of the small size of the fund, the decision was made to endorse option 3 and grant the money to LiveStories. Kelsey spoke about the ask being for the board recommendation to be what the RFP committee decided. Kelsey also gave a brief update on more funds that should be available to Spokane soon.

MOTION by Kathryn, seconded by Anne, to agree and endorse the RFP committee recommendation to subgrant the additional ERA funds to LiveStories; **approved unanimously.**

Board Education:

NCDP: George gave an update on the Neighborhood Community Development Program. George provided a list of projects and updated the board about the recent hiring of a Contracts Compliance Officer within the CHHS department so the projects can start to move forward again. Kathryn asked if there was a certain number of staff needed and when they positions would be filled. George said the department is budgeted for one FTE but that it would be nice to see more support. The department has a limited amount of resources but will do the best it can.

Housing Action Subcommittee: Kathryn provided some information on HAS. Barry shared his screen to show the HAS update (attached at the bottom of the minutes).

Betsy gave a brief update on what bills Council is supporting.

PIT Count Update: Brian Walker gave an update on the PIT count. Due to COVID-19 cases spiking, PIT was delayed by a month and will start on February 24, 2022. There are currently 90 volunteers, so more are needed, but it is a decent number to have at this point. Brian reviewed why the data from the PIT is so important for the City and potential funding and resources granted to the City.

Reaffirm Standing Committees:

To reaffirm that Barry and Adriane remain on the Affordable Housing Committee, Anne and Jeri remain on the RFP Committee, and Barry, Kathryn, Bob, Jeri, and Adriane remain on the Executive Committee.

MOTION by Betsy, seconded by Gordon, to reaffirm standing committees as indicated; **approved unanimously.**

Director's Report:

Jenn gave an update on the CHHS department. Jenn mentioned that she is working on getting program manager positions filled. Cassi is leaving the department at the end of the month. The CoC Board retreat is coming up and the CHHS Board is invited. Working on state audit requests. Still looking for a warming center location.

City Council Updates:

Betsy gave a brief update on ARPA proposals. Council wants to set aside \$3m for low-income housing, \$1m for youth behavioral services, \$1.2m for CHAS for a mobile clinic. The categories are broad to cast the widest net for what the community needs. It's still a challenge to get the money out because of the RFP process but the current goal is to have it all out by the beginning of April. Spokane is still ahead of everyone else in the region for getting ARPA dollars out.

Affordable Housing Committee:

No update.

RFP Committee:

No update.

MOTION by Betsy, seconded by Gordon and Kathryn, to adjourn the meeting; **unanimously approved.**

Meeting Adjourned at 5:26 PM.

The next CHHS Board Meeting is scheduled for **March 2, 2022 from 4:00-6:00 pm.**

Meeting video link: https://www.youtube.com/watch?v=lkYAiAi_h3Q