

Community, Housing, & Human Services Board

June 1, 2022

Meeting Minutes

Meeting called to order at 4:04 PM.

Attendance/Introductions

- **Board Members Present:** Barry Barfield (Chair), Kathryn Alexander (Co-Vice Chair), Gordon Graves, Barb Lee, Adriane Leithauser, Jeri Rathbun, Karen Ssebanakitta, Kathleen Torella, Betsy Wilkerson
- **Staff Present:** Devin Biviano, Kelly Burnett, Jenn Cerecedes, Kim Clifton, George Dahl, Tessa Jilot, Laura O'Brien, Brian Walker, Colton Ellingson, Megan Vincello
- **Guests Present:** Nicolette Ocheltree, Randy W, Chelsea Low, Blake Walton

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 Adriane, seconded by Karen and Kathryn, to amend the agenda to add an overview of the Affordable Housing RFP to the education piece and to add the five new applicants as discussion/action items and postpone minutes approval to July as they were not ready in time; **approved unanimously.**

BOARD AGENDA APPROVED AS AMENDED

Public Comment:

None.

Minutes:

Moved to be approved in July.

Board Education:

Affordable Housing RFP: George presented on the \$10 million RFP and showed the board what has been posted online for the NOFA. He then explained where the funds for this will come from (ARPA funds and sales and use tax). The timeline for the RFP was reviewed and George provided insight on what he found from hosting two technical assistance workshops. Discussion followed.

Discussion and Action:

ERAP2.0: Jeri of the RFP Committee gave an overview regarding the ERAP2.0 funds. Devin provided information regarding the conflict of interest concern with LiveStories. Jeri followed up with the Committee's decision regarding the conflict of interest (none was found) and provided the Committee's recommendation (attached at the end of the minutes).

MOTION by Barry, seconded by Kathryn and Adriane, to approve the RFP Committee's recommendation regarding the ERAP2.0 funding; approved unanimously, all aye, no nay, and Board Member Wilkerson recusing herself due to a conflict of interest as she is the Board Chair for the Carl Maxey Center.

Barry to Step Down from Chair in January 2023: Barry explained his desire to resign from the position as Board Chair and wanted to give other Board members a chance to consider becoming the new Chair in January.

Retreat: Barry and Jenn briefly discussed dates and Barry will send out a Doodlepoll for scheduling the retreat.

New Applicants for Board: Barry put forward five applicants that the Executive Committee approved to the Board for approval knowing that one of them may be starting later than the others based on vacancies on the Board.

MOTION by Karen, seconded by Betsy, to approve the five applicants and submit them to the Mayor for approval; approved unanimously, all aye, no nay, no abstentions.

Director's Report:

Staffing: Jenn gave a brief update on staffing in the CHHS Department and announced the new intern, Colton, in the department and George gave a more in-depth description of what Colton will be assisting with.

New Shelter: Jenn gave an update regarding the RFP and who formed the ad hoc committee to review the applications and determine who would be awarded contracts. An announcement will be made to the media regarding the official results.

PIT Count: Jenn invited the Board to attend the PIT Count analysis that will be held in the Central Library in July.

YHDP Grant: Jenn provided some basic information on the YHDP RFP.

City Council Updates:

New Shelter: Council Member Wilkerson provided some insight regarding the new shelter and lease potentially being tabled for a short time while Council reviews all the information more thoroughly.

ARPA: Council will be meeting to discuss and prioritize ARPA Funding.

Cultural Grants Incentives: A large group did meet and discuss Cultural Grants Incentives and so there is interest in applying for Cultural Grants in the future.

Department of Commerce: There will be a meeting June 2, 2022, regarding staffing and relocating people who are camping along rights-of-way.

Budget: The City budget is not as healthy as we would like at this time so there will be challenges in the near future.

Affordable Housing Committee:

No update but still looking for more members.

RFP/Evaluation Committee:

No update but looking for another member and interim chair while Jeri is out on maternity leave.

Announcements:

Get your OPMA and Conflict of Interest Forms in if you haven't yet!

Meeting Adjourned at 5:46 PM.

The next CHHS Board Meeting is scheduled for **July 6, 2022 from 4:00-6:00 p.m.** and will be held in the City Council Briefing Center and online.

Meeting video link: <https://www.youtube.com/watch?v=V81Q9tADMF8>

Org Name	Requested Funding Amt	Recommended Funding Amt	Anticipated Timeframe for Spending	Total Funding Received to Date	Total Households Served to Date	Racial Breakdown of Households Served
LiveStories	\$5,590,000	~\$3,860,230	ASAP (within 2-3 months)	ERA1: ~\$2.8 million TRAP1: ~\$7.04 million TRAP2: ~\$8.5 million ERA2 (to date): ~2.5 million = ~\$20.8 million total	ERA1: 467 TRAP1: 1245 TRAP2: 1559 ERA2 (to date): ~405 = ~3,675 HHs Served	ERA1/TRAP1: - 36.2% BIPOC TRAP2: - 32% BIPOC ERA2 (so far): - 27% BIPOC
Carl Maxey Center	\$825,000	\$825,000	Within 5-6 months (by end of 2022)	ERA1: \$385k TRAP1: Subcontractor (w/LS) ERA2: ~\$1.1 million = ~\$1.5 million total	ERA1/ERA2/TRAP1: = 229 HHs Served	ERA1/ERA2/TRAP1: - 57% Black/AA - 28% other non-white - 15% White
Family Promise Spokane	\$1,800,000	\$900,000	Within 5-6 months (by end of 2022)	ERA1: ~\$2.2 million TRAP1: ~\$2.5 million TRAP2: Subcontractor (w/LS) = ~\$4.7 million total	ERA1/TRAP1: = ~615 HHs Served	ERA1/TRAP1: - 57% White - 40% BIPOC - 3% N/A