

# Community, Housing, & Human Services Board

**August 3, 2022**  
Meeting Minutes

Meeting called to order at **4:02 PM**.

## **Attendance/Introductions**

- **Board Members Present:** Kathryn Alexander (Co-Vice Chair), Bob Hutchinson (Co-Chair), Gordon Graves, Barb Lee, Adriane Leithauser (Interim Chair), Karen Ssebanakitta, Kathleen Torella, Betsy Wilkerson, Johnathan Bingle
- **Staff Present:** Tessa Jilot, Kim Clifton, George Dahl, Jenn Cerecedes, RaMona Pinto, Daniel Ramos, Kelly Burnett, Devin Biviano, Laura O'Brien, Colton Ellingson
- **Guests Present:** Nicolette Ocheltree

**\*\*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, seconded by Bob, to amend and approve the agenda to move the Council Update to the first Discussion portion of the Agenda; **approved unanimously.**

**BOARD AGENDA APPROVED AS AMENDED**

## **Public Comment:**

None.

## **Minutes:**

Deferred to September.

**Introductions:** Jenn helped introduce RaMona who joined CHHS staff. John introduced himself as NHHS Director.

## **Board Education:**

**PIT Count Analysis:** Daniel gave a cliff notes version of his PIT Count presentation.

**City Council Update:** Betsy updated on the new Resolution regarding language access that Council is working on. She also updated on the third tranche of ARPA funds. Johnathan updated on the proposal to Commerce for the relocation of people on the DOT land and the good neighbor requirement for new shelters in Spokane. The new sit and lie ordinance has been deferred indefinitely.

## **Discussion and Action:**

**Retreat:** Adriane went over the draft agenda for the retreat.

**Zoning Pilot:** Jenn gave an overview of the zoning pilot.

**Consolidated Annual Performance and Evaluation Report (CAPER):** Jenn filled in for George. There was no public comment for CAPER or Annual Action Plan (AAP). (This was an error, there was a Public Comment received for CAPER, but inadvertently missed until after the Board meeting.)

**MOTION** by Kathryn, seconded by Karen, to approve submitting the CAPER; **approved unanimously.**

**MOTION** by Bob, seconded by Kathryn, to approve and submit the AAP with any public comments received no later than August 12, 2022; **approved unanimously.**

**Director's Report:** Jenn gave an update on the Commerce funding. John added a few details regarding potential service providers. Jenn then updated on staffing, contracts, and NOFO. Adriane asked about the Shelter Provider contract, Jenn updated on the new RFP going out since the Salvation Army stepped back.

**Affordable Housing Committee:** Adriane updated on some of the new things that will be funded and the new partnerships that will be happening. No meeting in August, but there will be one in September.

**RFP/Evaluation Committee:** No update at this time.

**Announcements:**

The Public Meetings training and the Conflict of Interest forms need to be completed.

Don't forget the regularly scheduled meeting for September is being held as the Retreat on September 15<sup>th</sup> and held at Project Id – it is in-person only.

**MOTION** by Bob, seconded by Gordon, to adjourn; **approved unanimously.**

**Meeting Adjourned at 5:44 PM.**

The next CHHS Board Meeting is scheduled for **October 5, 2022 from 4:00-6:00 p.m.** and will be held in the City Council Briefing Center and online.

Meeting video link: WILL UPDATE WHEN AVAILABLE