

Community, Housing, & Human Services Board

January 4, 2023

Meeting Minutes

Meeting called to order at **4:05 PM.**

Attendance/Introductions

- **Board Members Present:** Barb Lee, Adriane Leithauser, Jeri Rathbun (Chair), Karen Ssebanakitta (Co-Vice Chair), Eric Robison
- **Staff Present:** Tessa Jilot, Kim Clifton, George Dahl, Jenn Cerecedes, RaMona Pinto, Daniel Ramos, Kelly Burnett, Devin Biviano, Laura O'Brien
- **Guests Present:** Blake Waltman (pending approval to be on board)

****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:

Add an action item for the warming shelter.

Add to discussion to extend application deadline for board.

MOTION by Karen, seconded by Adriane, **to approve the agenda as amended; approved unanimously.**

BOARD AGENDA APPROVED.

Public Comment:

None.

Approval of November Minutes:

MOTION by Eric, seconded by Adriane, **to approve the November Minutes; approved unanimously.**

Board Education:

5-Year RFP Process: Jenn presented on the process as was done at the retreat but included some of the feedback that was received since the retreat, and she also had more historical context to help clarify the reason we started doing it that way. Some discussion and clarification questions followed. No decision was made from this education piece, but it helped determine what the Board will need to make a decision.

Discussion and Action Items:

Short- and Long-Term Priorities: Jenn spoke about the stakeholder survey and asking "Do you think we need to focus more" rather than having people look at a list to pick from and having them want to select everything. Part of the Built for Zero model and why it works is they focus in on one group and then that opens resources for the other groups later. And it doesn't have to be demographic-specific so much as funding-specific depending on what the Board and Community want to focus on.

Surge Shelter NOFA: The RFP Committee had to revise their recommendation "to align with the Council Resolution. The RFP recommendation is now granting \$560,819 to Catholic Charities, \$500,526 to Family Promise, \$625,218 to Truth Ministries, \$200,000 to YWCA, \$139,280 to Transitions, and that VOA receive a grant equal to their annualized 2022 funding, plus all remaining 2023 available funds to be divided as VOA determines between their Hope House and Young Adult shelters for continued operation

at 2022 levels of service in the amount of \$1,324,517. In making this recommendation, the Committee expresses its strong concern that the community must clarify its response to the still-precarious status of Hope House operations, along with a commitment for sustainability of all current shelter capacity.”

MOTION by Adriane, seconded by Eric, **to approve the revised RFP Committee recommendations for the Surge Shelter NOFA; approved unanimously.**

Warming Shelter NOFA: The RFP Committee recommends, “Transitions and Family Promise should be granted their full requested amounts (\$29,264 and \$66,106, respectively), with the proviso that reimbursements are limited to services provided during weather events as defined in the new City Ordinance. Reopen the NOFA and invite Yoyot Sp’q’n’l to reapply with a proposal more specific to the terms of NOFA, possibly in collaboration with a partner agency. Reach out to other potential providers to rebuild positive working relationships with the City, and encourage an expanded applicant pool for warming centers.”

MOTION by Adriane, seconded by Eric, **to approve the RFP Committee’s recommendation for the Warming Shelter NOFA; approved unanimously.**

Emergency Decisions: Request motion to allow the Executive Committee to make an emergency decision to then bring back to the board retroactively.

MOTION by Eric, seconded by Adriane, **to approve allowing the Executive Committee to make emergency decisions on behalf of the Board; approved unanimously.**

2023 Board Meeting Calendar: **MOTION** by Adriane, seconded Karen, **to approve the CHHS Board meetings to be held the first Wednesday of every month; approved unanimously.**

Conflict of Interest: Please make sure you sign your Conflict of Interest and turn it in by February 1, 2023.

Extending Application Period: Extend the application deadline to indefinite while the Executive Committee (acting as the Ad Hoc Committee) review the three applications that have been received.

Updates:

Director’s Report: Finishing the Contract Process for the department to try to get contracts through as quickly as possible and tracking them better. We have some positions we are hiring for. CHHS is looking at some of the community concerns from a recent survey to try to rebuild trust and address the issues in the best way possible.

City Council Update: No update.

Affordable Housing Committee: No update. No meeting in January.

RFP/Evaluation Committee: No update.

Announcements: PIT Count is coming!

MOTION by Eric, seconded by Karen, to adjourn; **approved unanimously.**
Meeting Adjourned at 6:06 PM.

The next CHHS Board Meeting is scheduled for **January 4, 2023 from 4:00-6:00 p.m.** and will be held in the City Council Briefing Center and online.