

# Community, Housing, & Human Services Board

April 5, 2023

Meeting Minutes

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

## Attendance/Introductions

- **Board Members Present:** Adriane Leithauser, Jeri Rathbun (Chair), Karen Ssebanakitta (Co-Vice Chair), Betsy Wilkerson, Blake Waltman, George Dahl, Gordon Graves, Robert Lippman (CoC Liaison)
- **Staff Present:** Jenn Cerecedes, Richard Culton, RaMona Pinto, Brian Walker, Kelly Burnett, Heather Page, Kim Clifton, Tessa Jilot, Kim McCollim, Devin Biviano, Kimberly Babb
- **Guests Present:** Nicolette Ocheltree, Leslie Hope, Prof. Patrick Jones, Gavin Cooley, Johnnie Perkins

**\*\*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 RFP Committee Recommendation and action to RFP Update.**

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

**BOARD AGENDA APPROVED.**

## Public Comment:

None.

## Approval of February and March Minutes:

**MOTION** by Betsy Wilkerson, seconded by Blake Waltman, **to approve the February and March meeting minutes; approved unanimously.**

## Board Education:

**Spokane Trends:** Prof. Patrick Jones from EWU presented on some of the data from Spokane Trends and provided information to the Board to help them navigate the site. The information provided will be useful for guiding the Board. Some Q&A and discussion followed.

## Discussion and Action Items:

**Annual Action Plan:** Heather Page and Tessa Jilot presented the draft Annual Action Plan and after some brief Q&A and discussion, asked the Board to move to open the Public Comment Period and set the Public Hearing for May 3, 2023.

**MOTION** by Adriane Leithauser, seconded by Betsy Wilkerson, **to open the Public Comment Period for the Annual Action Plan and set the Public Hearing for May 3, 2023; approved unanimously.**

**“Regional Authority” and 90-Day Due Diligence:** Gavin Cooley presented on the idea of a “Regional Authority” that would implement the Houston Model in Spokane. Some Q&A and discussion followed. The Board will be involved in the due diligence process.

**Updates:**

**Director's Report:** City Administrator Johnnie Perkins presented on the Cannon Shelter situation, moving the people out of that shelter and to TRAC or other spaces, as appropriate. Some Q&A and discussion followed.

Jenn Cerecedes followed up with some CHHS Dept staffing and project updates.

**City Council Update:** Council Member Wilkerson had to leave, but Nicolette Ocheltree provided a brief Council update.

**Affordable Housing Committee:** No update.

**RFP/Evaluation Committee:** Karen Ssebanakitta and Devin Biviano presented the RFP Committee Recommendation for the final round of ERAP funding and asked that the Board vote to approve the recommendation and send it on to City Council.

*The RFP Committee recommends allocating the final ERAP funding opportunity as follows:*

- *\$150,000 - Carl Maxey Center (100% of requested amount to meet their anticipated need, at average \$7,000/applicant))*
- *\$100,000 - Family Promise (100% of requested amount, to meet their anticipated need of \$5,000 each for 15-20 applicants)*
- *\$1,750,000 (remainder of funds) - Forward/fka LiveStories (76% of requested \$2,300,000, to fund as many as possible of the 250-300 already-approved applications)*

**MOTION** by Karen Ssebanakitta, seconded by Adriane Leithauser, **to approve the recommendation of the RFP Committee; approved unanimously.**

Karen Ssebanakitta then presented a draft timeline to determine the addition of an RFP Co-Chair or Vice Chair and Ad Hoc Committees for the upcoming cycle. Some discussion followed.

**Announcements:** None.

**MOTION** by Adriane Leithauser, seconded by Gordon Graves, **to adjourn; approved unanimously.**  
**Meeting Adjourned at 6:26 PM.**

The next CHHS Board Meeting is scheduled for **May 3, 2023 from 4:00-6:00 p.m.** and will be held in the City Council Briefing Center and online.

**There is no recording of this meeting due to technical error.**