

# Community, Housing, & Human Services Board

May 3, 2023

Meeting Minutes

Meeting called to order at **4:03 PM.**

## Attendance/Introductions

- **Board Members Present:** Adriane Leithauser, Jeri Rathbun (Chair), Karen Ssebanakitta (Co-Vice Chair), Betsy Wilkerson, Blake Waltman, Karen Stratton, George Dahl, Robert Lippman (CoC Liaison), Leslie Hope, Casey Bowers, David Edwards
- **Staff Present:** Jenn Cerecedes, Richard Culton, RaMona Pinto, Kelly Burnett, Heather Page, Kim Clifton, Tessa Jilot, Devin Biviano, Heather Page, Daniel Ramos, Kim McCollim
- **Guests Present:** Nicolette Ocheltree, Andy Hoyer, Paul Kropp

**\*\*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 approval of RFP Committee Co-Chair under discussion.**

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

## Public Comment:

**Andy Hoyer:** (Andy is a former 12-year member of the CHHS Affordable Housing Committee, Community Assembly Representative for the South Gate Neighborhood and currently serves on the Community Assembly Community Development Committee.)

**Regarding the Draft 2023 Annual Action Plan: "The glaring omission of a set aside for the Community Assembly and Neighborhoods to participate in. For example, Item 15 2022, Item 16 2021, allocated \$400,000 for that purpose. It was significantly missing from the 2023 Action Plan."**

## Approval of April Minutes:

**MOTION** by Betsy Wilkerson, seconded by Karen Ssebanakitta, **to approve the April meeting minutes; approved unanimously.**

## Board Education:

**Micro Enterprise Program:** Richard Culton and Christy Jeffers of the CHHS Department provided an overview on Micro Enterprise Program and the potential to bring the program back to the City. Some discussion followed.

## Discussion and Action Items:

**Introduction of new Board Members and Staff:** Introductions

## Annual Action Plan Closing:

The public comment period of the 2023 Draft Annual Action Plan is set to close on Friday. Some discussion on how to submit everything to Council occurred.

**MOTION** by Adriane Leithauser, seconded by Betsy Wilkerson, **to close the Annual Action Plan comment period on May 5, 2023, at 5:00 p.m. with the expectation that any final public comments will be reported to the Board in advance of the closing; approved unanimously.**

**RFP Committee Co-Chair:**

Barb Lee is the only other Board Member on the Committee and has offered to be the Co-Chair on the RFP Committee.

**MOTION** by Betsy Wilkerson, seconded by Adriane Leithauser, **to approve Barb Lee as Co-Chair of the RFP Committee; approved unanimously.**

**CoC Regional Workgroup:** Robert gave an update on the workgroup and Regional Authority based on some of the information received when Mandy Chapman-Semple visited Spokane. Discussion followed.

**Point-in-Time Count 2023:** Jenn Cerecedes presented on the raw data from the PIT. Some discussion followed.

**Updates:**

**Director's Report:** Jenn provided a brief update on staffing, funding cycles, and the Survey that went out regarding priorities for our community.

**City Council Update:** Karen provided an update on bathrooms in TRAC, turning Cannon into a respite shelter, a new ordinance regarding open drug use, and reinstating no trespassing in parks at night. Some discussion followed.

**Affordable Housing Committee:** Meeting next week.

**RFP/Evaluation Committee:** Looking forward to the full survey results at the next meeting. Priority Spokane and 211 data is also coming and will help set funding priorities for Spokane. There will be some RFPs coming up from this and so more members on the Committee are needed and welcome.

**Announcements:** None.

**MOTION** by Karen Ssebanakitta, seconded by Casey Bowers, **to adjourn; approved unanimously.**  
**Meeting Adjourned at 6:00 PM.**

The next CHHS Board Meeting is scheduled for **June 7, 2023 from 4:00-6:00 p.m.** and will be held in the City Council Briefing Center and online.