

Community, Housing & Human Services Board

July 5, 2023

Meeting Minutes

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

Attendance/Introductions

- **Board Members Present:** Jeri Rathbun, Leslie Hope, Karen Ssebanakitta, David Edwards, Barb Lee, Adriane Leithauser, Blake Waltman, Bob Hutchinson, George Dahl,
- **Staff Present:** Jenn Cerecedes, Richard Culton, Kimi Clifton, Christy Jeffers, Tessa Jilot, Heather Page
- **Guests Present:** Julie Honekamp, Chelsey Dunham, Aaron Riley, Amber Johnson

****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 Leslie Hope, seconded by Karen Ssebanakitta, **to postpone the June minutes to August, and clarify that the “Overview of CDBG Funds” is a Hearing; unanimously approved.**

MOTION by Leslie Hope, seconded by Karen Ssebanakitta, **to approve the Agenda, as amended; unanimously approved.**

Approval of the June Board Minutes: Postponed to August

Public Comment: None.

Board Education:

Overview of CHHS Funding – Jenn Cerecedes

Discussion and Action Items:

Appointment of Vice Chair to Affordable Housing Committee:

MOTION by Karen Ssebanakitta, seconded by Bob Hutchinson and Leslie Hope, **to approve the appointment of Eric Robison as Vice Chair of the Affordable Housing Committee; unanimously approved.**

Closeout of CDBG CV:

Christy Jeffers provided a closeout report including no public comment.

MOTION by Eric Robison, seconded by Leslie Hope, **to approve closing the Community Development Block Grant - Corona Virus 19 Closeout; unanimously approved.**

Open Public Comment Period:

Christy Jeffers provided some information on the comment period.

MOTION by Betsy Wilkerson, seconded by Karen Stratton, **to open and then close the public comment period for the Citizen Participation Plan, CDBG Policies and Procedures, and the CDBG Request For Proposals Drafts from July 17, 2023, through July 31, 2023 with a Public Hearing held on August 2, 2023; unanimously approved.**

Eviction Prevention Funding Model:

Karen Ssebanakitta and Jenn Cerecedes provided information on the model.

MOTION by Leslie Hope, seconded by Eric Robison, to approve the Eviction Prevention Funding Model; unanimously approved (with Betsy Wilkerson abstaining due to potential conflict of interest).

HHOS NOFA and CDBG Planning Updates: Jenn Cerecedes and Karen Ssebanakitta provided an update on the NOFA and Planning Updates.

New Board Member Orientation and Board Retreat: Jeri Rathbun provided some information on the need to update the board packet and when the next orientation will be. She also asked that the board postpone the retreat to spring of 2024.

Debrief on Spokane Unite: Jeri asked for everyone to share their questions, comments, and concerns regarding the latest information from Spokane Unite.

Director's Report: Jenn provided an update on Regional Collaborative, staffing, YHDP Technical Assistance, Emergency Housing Fund, contracts for the last year of the 5-year cycle, CoC NOFO, unsheltered count troubleshooting, quarterly data reports to council, office redesign to make space for all staff, and additional staff in 2024.

City Council Updates: Karen Stratton and Betsy Wilkerson provided an update on the guild contract and 2024 budget.

Committee Updates: Nothing further for RFP. Adriane did remind that AHC will be meeting in July.

Announcements: None

Meeting Adjourned at 6:15 PM.

The next COC Board Meeting is scheduled for **August 2, 2023 from 4:00-6:00 pm.**