

Community, Housing & Human Services Board

August 2, 2023
Meeting Minutes

Meeting called to order at **4:04 PM**.

Attendance/Introductions

- **Board Members Present:** Karen Ssebanakitta, Blake Waltman, David Edwards, Jeri Rathbun, Barb Lee, Adriane Leithauser, Casey Bowers, Eric Robison, Robert Lippman, George Dahl, Bob Hutchinson
- **Staff Present:** Jenn Cerecedes, Christy Jeffers, Heather Page, Tessa Jilot, Kimberly Babb, Richard Culton, Adam Schooley, Kelly Burnett
- **Guests Present:** Linda Lauch, 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 virtually meeting platform****

Approval of the Agenda:

MOTION by Eric Robison, seconded by Adriane Leithauser, **to approve the Agenda as amended; unanimously approved.**

Amending Discussion Item No. 1 as it is a Public Hearing and removing Discussion Item No. 2 as it was already done in July.

Public Comments: Community Member Cory Bonallo commented that he has a niece who is on the edge of homelessness due to circumstances out of her control and because there isn't enough housing. He also asked if the 2024 funds have already been allocated. Jenn gave some information about the funds and where they are going and when a Request for Proposals may go out. Some discussion followed and George Dahl from the County will follow up with Cory for the County side of his questions.

Approval of the June Board Minutes:

MOTION by Karen Ssebanakitta, seconded by Adriane Leithauser, **to approve the June minutes; unanimously approved.**

Board Education:

American Indian Community Center – Linda Lauch, Executive Director

Linda spoke about the history of the American Indian Center in Spokane including multiple moves due to leases and a need for a permanent location. The community and staff/board of the Indian Center to find a new, long-term home. She reviewed the significance of the High Bridge Park location and the launch of a capital campaign. Linda also reviewed all of the good the Indian Center has done for the Native People and even the City of Spokane as a whole over the years and the history of many of the Native People in the area throughout the years. Some discussion followed.

Discussion and Action Items:

1. Hearing of Comments for CPP, CDBG Policies and Procedures and RFP Drafts: In lieu of public comment, Christy Jeffers read out the comments received via email (attached). Some minor discussion followed.

2. Report of Comments submitted for the CDBG-CV Closeout Report:

3. Update on HOME and HOME ARP Funding Timeline: Heather Page provided information and a rundown of the timeline expected. The affordable housing committee will need to hold a special meeting in October to review the applications so the recommendations can go to the board in time for the November 1st meeting. The public notice will be going out August 21st although there was an advanced notice sent out so people know what to have ready for the application.

4. Executive Committee and Co-Vice Chair: Jeri Rathbun nominated Leslie Hope to the Co-Vice Chair position on the board.

Jeri also reminded the board that there will be another Co-Vice Chair position opening in October. Adriane then explained why experience doesn't necessarily need to be a qualifier to holding that position as it gives a ton of experience while you are in it.

5. RFP Committee Appointments:

MOTION by Adriane Leithauser, seconded by Karen Ssbanakitta, **to approve the departure of Anne from the RFP Committee and appointments of Casey Bowers and David Edwards to the RFP Committee; unanimously approved.**

6. CHHS Board of Directors letter to Spokane Unite:

Following discussion about Spokane Unite and the Regional Authority:

MOTION by Blake Waltman, seconded by Casey Bowers, **to approve the final draft of the letter from the CHHS Board of Directors to Spokane Unite regarding the Spokane Regional Authority for Homelessness, Housing, Health, and Safety be written and submitted by the CHHS Executive Committee; unanimously approved.**

Director's Report: Jenn Cerecedes provided an update on Staffing, the TRAC RFP, YHDP Technical Assistance, Emergency Housing Fund, Quarterly Data, contract amendments, planning for next HHOS cycle, CoC NOFO, and the office remodel next week which will have staff working remotely.

City Council Updates: None

Committee Updates:

Affordable Housing: Adriane Leithauser confirmed there will be a meeting this month and they will be including a couple of other people to have a robust committee for the HOME and HOME ARP. Richard Culton confirmed the Neighborly system will also need to be up and running this month.

RFP: Karen Ssebanakitta gave a brief review over the last meeting and mentioned the TRAC RFP that is coming up.

Announcements: Robert Lippman reminded everyone that Spokane Homeless Coalition meeting is tomorrow, August 3rd, from 9:30am – 1030am.

Meeting Adjourned at 6:18 PM.

The next CHHS Board Meeting is scheduled for **September 6, 2023 from 4:00-6:00 pm.**