

Community, Housing & Human Services Board

July 3, 2024

Meeting Minutes

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

Attendance/Introductions

- **Board Members Present:** Wes Anderson, Flor Castaneda, Karen Ssebanakitta, Christabel Agyei, Leslie Hope, Barb Lee, Eric Robison, Caroline Yu, David Edwards, Gloria Mantz, George Dahl, Paul Dillon, Lili Navarrete
- **Staff Present:** Arielle Anderson, Tessa Jilot, Heather Page, Kimi Clifton, Jon Klapp, Cyrusz Campos, Amanda Martinez, Lucas Masjoan, Adam Schooley, Keri Cederquist
- **Guests Present:** Barry Barfield, Nicolette Ocheltree, Anna Staal, Kelly D

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 David Edwards, seconded by Karen Ssebanakitta, **to approve the Agenda; approved unanimously.**

Approval of the Minutes: June 2024

Request for typo correction by Karen Ssebanakitta.

MOTION by David Edwards, seconded by Karen Ssebanakitta, **to approve the meeting minutes as corrected; approved unanimously.**

Public Comment: None.

Director's Report:

HHOS: Arielle Anderson reported that contracts are being worked through with a workshop being facilitated to review expectations and performance for these contracts between CMIS, Finance, and Program Staff. Waiting on scope of work forms to be returned with the intention of having these contracts our next week.

Upcoming and Open RFPs: Heather Page reported that the Affordable Housing RFP closed last week and over \$11 million was requested so some tough decisions will need to be made. There are 6 new construction applications, 2 rehabilitation applications, 1 acquisition application, and 1 home ownership application.

Heather then reported on the Housing Related Services RFP, advising that due to the amount of technical assistance requested, the review will be more of a challenge and the community has a significant shortage of funding for supportive services. The RFP will close on July 17th.

Heather reminded that there will be a third RFP for Behavioral Health Services, but Heather, Arielle, and Dawn are currently working on community conversations in late July to early August prior to the opening.

David took a moment to remind Affordable Housing Committee members that they will be doing their Affordable Housing Development Review on July 29th and the Housing Related Services will be done on August 30th.

Arielle reported that the CHG/SDG RFP that is currently out was extended to July 14th at the request of the providers and approval from the RFP Committee due to the holiday.

Arielle concluded saying that staff is working on the RFP for the CoC competition coming up but the next RFP going out is going to be for YHDP.

Education:

Point-In-Time Count 2024: Arielle noted that the 2024 PIT and HIC are available on the CHHS website. She noted that there is some confusion in the public around the spreadsheet and asked for people to come to CHHS with questions and noted that she will also be presenting the data at the August Homeless Coalition meeting and encouraged people to attend that if that can.

5-Year Plan Update: Arielle reported that there is still time for public involvement. She encouraged anyone to contact her if they needed help connecting to the right people with any ideas or feedback for the Plan. The next step is working on benchmarks which will be exciting because of the data coming in to set those benchmarks now that we have been through Covid and are on the other side of it. Arielle offered to forward meeting invites for those who would like to join in on the planning.

Discussion and Action Items:

Nominating Committee's Report: David reported on the current board positions and why Jeri needed to vacate her position so abruptly. He then resigned as a Co-Vice Chair.

MOTION by Leslie Hope, seconded by Wes Anderson, **to appoint Karen Ssebanakitta to Co-Vice Chair Position (vacated by David Edwards immediately preceding this motion); approved unanimously.**

MOTION by Caroline Yu, seconded by Wes Anderson, **to appoint Karen Ssebanakitta to the Interim Chair Position (Chair vacated by Jeri); approved unanimously.**

David then reported on filling the board vacancy left by Jeri's resignation due to a conflict of interest and gave an overview on how the committee decided to nominate Anna Staal.

MOTION by Wes Anderson, seconded by Karen Ssebanakitta, **to advance Anna Staal to the Mayor's Office; approved unanimously.**

Karen then gave a brief description on what the assignment would be for a representative at the Regional Homeless Authority meetings.

MOTION by Karen Ssebanakitta, seconded by David Edwards, **to confirm Leslie Hope as the CHHS Board Representative to the Regional Homeless Authority.**

Homeless Navigation Center RFP Recommendation:

Karen provided an overview on the RFP and scoring by the committee (attached). Although there was only one application, the committee did a thorough review and feels confident in the recommendation and wants to see this new system begin.

MOTION by Leslie Hope, seconded by Flor Castaneda, **to approve the RFP Committee's recommendation to fund the Homeless Navigation Center with Empire Health Foundation as the Operator and Revive as the Service Provider; approved unanimously.**

Public Hearing for Fair Housing Action Plan: Heather Page provided a review and asked if anyone had a comment for the hearing before asking the CHHS Board to close the comment period on July 5th.

MOTION by David Edwards, seconded by Christabel Agyei, **to close the Public Comment Period for the Fair Housing Action Plan on July 5, 2024; approved unanimously.**

Single Family Rehabilitation Program and Minor Home Repair Program Expansion: Tessa Jilot with John Hoover (SNAP) provided an overview about what the programs have been doing for our community, why an expansion is needed for our community, and where the money for this expansion would come from. The new contract would be added to the current one and would run from August 1, 2024 – May 31, 2025.

MOTION by Eric Robison, seconded by Leslie Hope, **to approve the Single Family Rehabilitation Program and Minor Home Repair Program Expansion; approved unanimously.**

Consolidated Plan Update: Heather Page reported on the survey for the Consolidated Plan <https://survey123.arcgis.com/share/b2d729d0bb4a4b67a17d4511d4e65099> and encouraged people to take the survey. Survey results and more information will be found on the CHHS website <https://my.spokanecity.org/chhs/programs/consolidated-plan/>. Heather also spoke about working with the Community Assembly as well as with County and Valley to collaborate on public meetings and partnerships and thanked them for the ability to do so.

Bylaws: Karen spoke about the form she sent out (attached) and asked for everyone to provide input by filling in the form and sending it in to her by July 26, 2024. She then went into some of the details they are really wanting to look at and see if there is a better way to do the work (terms, committee descriptions, etc.)

Council Update: Council Member Dillon provided an update on ARPA funds regarding the funding and relocation of services in downtown Spokane, funding for downtown cleanup and alleyway activation, etc. The ARPA plan that passed Council was a bit of a scaled down version of what Mayor Brown had proposed.

Some key things Council will be looking at on Monday are the Ordinance creating a Homeless Bill of Rights, the Federal Legislative Agenda, street medicine and alternative response for better crisis intervention especially for those who are homeless or addicted to drugs (specifically fentanyl). Council Member Bingle's Resolution directing the Mayor to enforce Prop 1 regarding illegal camping and the legal analysis for the Supreme Court ruling. Other items of interest are smart gun regulations and updating and monitoring the rental registry for landlords.

Affordable Housing Committee Update: David mentioned the policy that Commerce has for protesting a decision of a proposal-making volunteer group and looking to that for our own. No other updates other than what was given earlier.

RFP Committee Update: Committee was full and then three of people left so they looking for new members again, if anyone would like to join. The meeting date and time has changed to the fourth Wednesday of the month at 1pm, and the next meeting will be July 24th and a review will be worked on.

COC Update: Eric Robison provided an update: at the last meeting they reviewed PIT data. They are also looking for more board members if anyone would like to join or knows someone who might be a good fit. The main focus was on the collaborative applicant and performance outcomes. They also reviewed how to better utilize the UFA status to shift funds depending on performance.

Regional Homeless Authority: None – there wasn't a meeting in May.

Announcements: None.

Meeting Adjourned at 5:36 PM.

The next CHHS Board Meeting is scheduled for **August 7, 2024 from 4:00-6:00 pm.**