

**Continuum of Care  
Board Meeting Agenda**

**Wed, July 27, 2022 3:00 PM – 5:00 PM**

Continuum of Care Board Meeting

HYBRID (in person and online)

Link: [Click here to join the meeting](#) OR

**Empire Health Foundation Basement  
1020 W Riverside**

1. Introductions (name, role) (5 minutes) Vice Chair	To Vote	RFP/Funding	Timeline
Angela Chapman- Fall 2023	Yes to YHDP	Yes	Yes
Dale Breise- Term Ending Fall 2022	Acting as chair		
Jennifer Wilcox- Fall 2026	Yes	Yes	Yes
Gage Spicer- Fall 2025	Recused	Abstain	Yes
Jennifer Haynes- 2024	Yes	Yes	Yes
Permanent Housing Rep Vacant			
Shannon Boniface- Fall	Yes	Yes	Yes
Jenn Cerecedes- City of Spokane	Abstain	Abstain	Yes
Arne or Brandi Peet- Spokane Valley (Brandi here)			
Tim Crowley- County	Yes	Yes	Yes
Mary Logan- Fall 2027	No	Abstain	-
Hallie Burchinell with CAT- Spokane Regional Health- vacant			
Mark Mattke- no time limit	Yes	Yes	Yes
Erik Larson DSHS- Fall 2022			
Arielle Anderson- Spokane Housing Authority	Abstain	Abstain	Yes
Cat Nichols- Fall 2022 not present			
Dr. Lutz excused			
Vacant with business community			
Daniel Klemme- Fall 2026	Yes	Abstain	Yes
K-12 representation vacant			
Brian Davenport-			
Robert Lippman- excused			
Philanthropy- Andrey	No due to lack of time to review	Abstain	Yes
At large open			
Jason Campbell CHAS- at large position			

2. Consent Agenda (2 minutes) Vice Chair

- a. June minutes- Dale makes motion to include a more complete planning update and the adjourn time. Table until next meeting, Angela 2<sup>nd</sup>, ayes.

3:20pm Follow up: Conclusive Final Reading for the Record:

Answer to Conflict-of-Interest Complaint (15 minutes) – Dale  
Formal complaint by CM Bingle, Stuckart violated per code ###. CoC convened AdHoc ethic meeting to review and board reviewed at June 22 exec meeting. In April meeting Stuckart didn't disclose conflict of interest. In April was part of discussions. Did mention after discussions conflict of interest. Did recuse from voting. On facts CoC board finds violation of conflict of interest policy. The CoC found as minor violations of governance charter. During time between

complaint and findings Stuckart resigned from board. As result the CoC committee has agreed that new members need more onboarding and verbiage be clear.

3. Additional Approval items (10 minutes) -3:24pm

- a. YHDP RFP recommendations and update – Melissa Morison
- b. Recusing from vote- Jenn, Gage, Arielle,
- c. Presentation by Melissa with funding recommendations. Finn and Pink gave overview on the interviews and the perspective. Recommendation for all 3 VOA fully funded, Family promise to fully fund. Extra funding areas including training, services, outreach, program development, engagement. Full presentation was recorded and sent to Dale. Open for questions. Dale- question on Host Homes, going forward, is there a limit or gender specific. Melissa answered on how youth/young adults stay with homes that have a background check, don't involve the state, and can share additional information if wanted. Dale- question involve 4C of agenda and is curious to see how this works with adult entry and if they can be integrated. Morgan answered that those over 18 would be offered adult services. Melissa gave insight on the structure and policy/procedures. Dale asked if the group would like to look over item or vote. Mary Logan requested to see the information. Dale said to schedule vote by 3pm on Friday and send to board today to review. Tim Crowley made motion to vote, Jennifer Wilcox 2<sup>nd</sup>. Vote on whether to vote- 7 yes, 1 no, 5 abstain. Vote for RFP to pass- 6 yes, 6 abstain. Motion passed.

4. Updates and Discussion Items

- a. FY2022 NOFO timelines and New NOFO (15 minutes) – Heather 3:53pm  
(Introduce NOFO Orientation Session)  
No open date for NOFO, August 1<sup>st</sup> for RFP, need approval by CoC for timeline, will share timelines as well as some links for CoC. Shannon had a couple questions on the consultants as far as qualifications and if funded with CoC funding. Jenn answered that funding is from the general fund and then KH Consulting can give background on qualifications, link: <https://thinkwritegrow.com/about-us/our-team/>. Heather shared link <https://www.hud.gov/sites/dfiles/CPD/documents/CoC/Webinar-Kick-Off-Special-NOFO-RURAL-Slides2022-06-29.pdf> and overview of funding timeline. Approximately \$750,000 for County and \$2.5 million unsheltered.
- b. SNAP CE plan (10 minutes) Group
- c. Coordinated Entry policy workgroup update (5 minutes) – Shannon 4:13pm
  - i. Meeting set up for next week.
- d. 5-year plan update (5 minutes) – Dale 4:14pm
  - i. Some were part of group to update the plan, homeless community said there is a gap in communication and trust
- e. Equity Sub Committee (5 minutes) – Brian Not here
- f. Governance Work Group update (5 minutes) – Morgan 4:16
  - i. Workgroup extended, goal is to present at August meeting, some items have taken longer than time allotted, goal is to have recommendations to governance charter by next meeting
- g. Collaborative Applicant Work Group – CA Audit (10 minutes) – Dale 4:18
  - i. Takes exhibit A and review annually, the MOU binds the CoC and City. Dale would like to form a committee to review. Heather shared.
- h. Built for Zero Update (5 minutes) – Morgan 4:23
  - i. No major updates
- i. CoC Administrative Calendar (10 min) Dale 4:23

- i. Created calendar of when to onboard, stakeholder meetings, executive committee June meeting, etc. Annual process updated every 5 years. Heather shared.
- j. Convene RFP Committees (10 minutes) – Dale 4:28
  - i. Talked about previously
- k. Board Membership (10 minutes) - Dale 4:28
- i. Mention of thinking of who in community would make good members.

Gage- Youth Advisory Board- 5 min update-4:35

Email was sent to Ben to add to agenda, Youth Advisory Board moving from ..... to Better Health, is a subcommittee of CoC, new host with two employees: Gage and .

Andrey- 4:38 Shared the below regarding sharing information being reviewed at meeting. Dale recommended a setting a date to have information provided, example being 5 days prior to the meeting. Arielle commented that there hasn't been a lot of clarity for some sub-committees. Dale read off 6.2 that committee chairs attend executive committee meetings and make a report.

**.5 Board Rules of Governance - *Communicating Information about Board Meetings*:** The Board shall take all reasonable and practical steps to keep CoC Stakeholders informed about upcoming Board meetings, pending matters before the Board, actions proposed for consideration by the Board, and decisions made by the Board; shall hold meetings in accessible and convenient locations; and shall expect CoC Committees to maintain those same standards of inclusiveness and transparency.

Timeline voted on 4:48pm, 11 yes, 0 no, 0 abstain.

5. Adjournment at 4:52pm