



CONTINUUM OF CARE BOARD AGENDA
May 22, 2024
3:00PM-5:00PM
SPOKANE HOUSING AUTHORITY
25 WEST NORA AVE 99205
VIRTUAL ([CLICK HERE](#) FOR TEAMS LINK)

- 3:00-3:10 Roll Call of Board Members
- 3:10-3:15 Approval of Minutes (February and March 2024) and Current Agenda
- 3:15-3:30 Executive Committee Report Out
- 3:30-3:40 ACTION REQUIRED
- Stipend Policy
 - \$30,000 transfer from SNAP's RRH contract to other projects
- 3:30-3:45 County, City of Spokane Valley and City of Spokane Updates
- 3:45-4:20 Collaborative Applicant Updates
- YHDP Updates
 - PIT/HIC Update
 - CoC Project Updates (High level overview)
 - Monitoring
 - Current project status
 - Board Position Openings
 - Homeless Coalition
 - Behavioral Health/Chemical Dependency
 - Tribal Representative
 - Family Representative (PLE)
 - K-12 Representative
 - SRHD Dashboard (need three data elements that CoC would like to see reported out for public dashboard)
- 4:20-4:45 Presentation by SRHD: Youth and Young Adult Survey Results (results could help guide us in our 5-Year Plan planning)
- 4:45-5:00 Sub Committee/Provider Updates/General Announcements



WA-502 Spokane City & County CoC Persons with Lived Experience Stipend Policy

The Spokane Regional Continuum of Care (CoC) is committed to ensuring homelessness is rare, brief, and non-recurring across Spokane County. The CoC recognizes the importance of having the voices of persons who have experienced or are currently experiencing homelessness to inform the community's response to homelessness.

The CoC has designated funds from the CoC Planning grant awarded to the Collaborative Applicant for the four Lived Experience (LE) representative seats on the board (Family, Single Adults, Veterans, and Youth). The CoC will also provide stipends, as available for specific subcommittee activities included in the program year's annual work plan.

Requirements

Activity paid from the HUD CoC Planning Grant must adhere to Section 578.39 of the CoC Program interim rule (see below).

In addition, the following criteria must be met for a Board member with lived experience to be compensated for participation in CoC activities:

- Community resident lives or works in Spokane County'; and
- Community resident has experienced or is currently experiencing homelessness; and
- Participation is outside the scope of the community resident's paid employment.

Compensation Schedule

- Up and equal to one hour = \$100
- Over one hour to equal to two hours = \$125
- Over two hours to equal to three hours = \$150
- Over three hours to equal to four hours = \$175
- Over four hours to equal to five hours = \$200
- Over five hours to equal to six hours = \$225
- Over six hours to equal to seven hours = \$250
- Anything over seven hours = \$275
 - Stipend payments must include travel time.
 - Reimbursements for mileage over 10 miles at the [federal rate](#) and parking at a maximum of \$7 with proof of purchase.

Note: If a community member receives \$600 or more in a calendar year, the Internal Revenue Service (IRS) requires a 1099-MISC form to be sent.

§ 578.39 Continuum of Care planning activities: <https://www.ecfr.gov/current/title-24/section-578.39>

- (a) In general. Collaborative applicants may use up to 3 percent of their FPRN, or a maximum amount to be established by the NOFA, for costs of:

- (1) Designing and carrying out a collaborative process for the development of an application to HUD;
 - (2) Evaluating the outcomes of projects for which funds are awarded in the geographic area under the Continuum of Care and the Emergency Solutions Grants programs; and
 - (3) Participating in the consolidated plan(s) for the geographic area(s).
- (b) Continuum of Care planning activities. Eligible planning costs include the costs of:
- (1) Developing a communitywide or regionwide process involving the coordination of nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve veterans, and homeless and formerly homeless individuals;
 - (2) Determining the geographic area that the Continuum of Care will serve;
 - (3) Developing a Continuum of Care system;
 - (4) Evaluating the outcomes of projects for which funds are awarded in the geographic area, including the Emergency Solutions Grants program;
 - (5) Participating in the consolidated plan(s) of the jurisdiction(s) in the geographic area; and
 - (6) Preparing and submitting an application to HUD on behalf of the entire Continuum of Care membership, including conducting a sheltered and unsheltered point-in-time count and other data collection as required by HUD.
- (c) Monitoring costs. The costs of monitoring recipients and subrecipients and enforcing compliance with program requirements are eligible.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

February 26, 2024

Ms. Dawn Kinder
Director, Neighborhood, Housing and Human Services
City of Spokane
808 W. Spokane Falls Blvd.
Spokane, WA 99201

Dear Ms. Kinder:

Congratulations! I am delighted to inform you of the funding for your project(s) under HUD's Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants for a total of \$6,333,005.

The CoC Program is an important part of HUD's mission. CoCs around the country will continue to improve the lives of men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2023 CoC Program Competition. Projects like those of your organization, funded through the CoC program, continue to demonstrate their value by improving accountability and performance every year.

The enclosure provides details about your organization's award(s) including: the name(s) of the individual project(s); the project number(s); and the specific amount(s) of the obligation(s) for each project. HUD field office staff will notify you when they are available to process grant agreements; once all conditions are satisfied and the grant agreement is executed, your organization can expend funds.

HUD commends your organization's work and encourages it to continue to strive for excellence in the fight to end homelessness.

Sincerely,

A handwritten signature in black ink, appearing to read "Marion McFadden".

Marion McFadden
Principal Deputy Assistant Secretary
Office of Community Planning and Development

Enclosure

WA0109U0T022316

WA0109 Catholic Charities SMS TH FY 2023

\$67,755

WA0111U0T022316

WA0111 VOA PSH off Site FY 2023

\$364,518

WA0126U0T022316

WA0126 VOA Alexandria's House FY 2023

\$76,201

WA0130U0T022316

WA0130 VOA Samaritan 05-06 FY 2023

\$849,735

WA0288U0T022310

WA0288 Catholic Charities RRH for Families FY 2023

\$524,687

WA0329U0T022308

WA0329 City of Spokane HMIS Project FY 2023

\$197,468

WA0330U0T022308

WA0330 SNAP Singles Homeless Coordinated Assessment FY 2023

\$205,963

WA0331U0T022308

WA0331 SNAP RRH for Households without Children FY 2023

\$201,004

WA0353U0T022308

WA0353 YWCA RRH for DV Survivors for Households with Children FY 2023

\$360,191

WA0373U0T022307

WA0373 Catholic Charities Homeless Families Coordinated Assessment FY 2023

\$207,018

WA0374U0T022307
WA0374 Catholic Charities PSH Consolidation FY 2023
\$223,013

WA0418U0T022305
WA0418 Catholic Charities PSH II FY 2023
\$229,890

WA0420U0T022305
WA0420 YWCA RRH for Survivors of DV FY 2023
\$362,360

WA0457U0T022303
WA0457 VOA Hope House 2.0 PSH FY 2023
\$188,400

WA0511U0T022302
WA0511 VOA PSH Scattered Sites FY 2023
\$226,689

WA0512U0T022302
WA0512 Catholic Charities PSH Support Rent FY 2023
\$212,650

WA0525U0T022301
YHDP TH/RRH Application FY2023
\$892,736

WA0526U0T022301
YHDP Host Homes Application FY2023
\$77,214

WA0527U0T022301
YHDP SSO Application FY2023
\$189,450

WA0529U0T022301
YHDP Youth CE Application FY2023
\$128,782

WA0594U0T022300

YWCA Coordinated Entry DV Bonus FY2023

\$118,977

WA0595U0T022300

City of Spokane UFA Costs FY 2023

\$160,614

WA0596U0T022300

City of Spokane CoC Planning FY 2023

\$267,690

Total Amount: **\$6,333,005**

Continuum of Care Board

February 28, 2024

Meeting Minutes

Meeting called to order at **3:02 PM**.

Attendance/Introductions

- **Board Members Present:** Arielle Anderson, Shannon Boniface, Jenn Morris, Matthew Anderson, Reese McMullin, Samantha Hennessy, Jennifer Wilcox, Christopher Dorcheus, Gloria Mantz, Aaron Riley, George Dahl, Katrina Tangedahl, Christopher Dorcheus, Marilee Roloff, Micah Kaluzny, Mark Michaelis
- **Staff Present:** Kimi Clifton, Amanda Martinez
- **Guests Present:** Barry Barfield, Nicholette Ocheltree, Dale Briese, Eric Robison

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 Board Minutes:

MOTION by Marilee Roloff, seconded by Gloria Mantz, **to approve the January minutes; unanimously approved.**

Approval of the Agenda:

MOTION by Jennifer Wilcox, seconded by Reese McMullin, **to approve the Agenda; unanimously approved.**

Discussion and Action Items:

Executive Committee Update – Arielle Anderson:

-Potential to convert an At-Large position to a Tribal Representative position.

MOTION by Reese McMullin, seconded by Shannon Boniface, **to convert the currently vacant At-Large position to a Tribal Representative position on the Board; approved unanimously.**

-Discussion on how to prioritize filling the K-12 Representative position as it has been open for too long. Looking for recommendations for potential candidates.

-Discussion on carving out RFP Committee space for CHHS and vice versa to allow more communication and coordination between recommendations for each Board and the community as a whole.

-Daniel Klemme taking a leave of absence until dispute with City is resolved.

-Retreat update finalizing date, time, and location. Invites have gone out, short surveys around food and expectations have been sent out.

County Update – Chris Mckinney:

Chris thanked the Board for support for the YHSG. He also mentioned the currently open RFP.

Spokane Valley Update: No updates.

City of Spokane Update – Kimberly Babb:

-Funding award decision from HUD and some of the changes between past awards and this one.

-Question about YHDP Host Homes from Shannon that Adam responded to.

-NOFO debrief and performance profile for 2023 compared to 2022.

-PIT report release planning to get it to the Board and Council and the public at the same time.

CMIS: Adam provided an update on staffing.

Sub-Committee/Workgroup Updates:

Equity Workgroup Update: Reese McMullin provided a brief update on trainings for the retreat, stipends, and a draft charter for Equity Workgroup that should be ready for the Board in the spring.

Coordinated Entry: Shannon Boniface wants to get a regular meeting on the books soon. They have been working on focus groups for the SALA and hope to share some information at the retreat to keep the ball rolling.

Singles: Starting on their portion of the 5-year plan. Still looking for the second new co-chair.

Retreat: **MOTION** by Shannon Boniface, seconded by Marilee Roloff, **to cancel the regularly scheduled March meeting and instead reserve time at the retreat to handle any pressing board business; approved unanimously.**

PSH and Project-based Vouchers: Arielle announced the decision by HUD to not make the two align and will not go through Coordinated Entry. Arielle and CA will send out the official decision so everyone has the same information.

Webpage Updates: Please review the website and let CA know if there are any updates needed.

MOTION by Marilee Roloff, seconded by Jennifer Wilcox, **to adjourn; unanimously approved.**

Meeting Adjourned at 4:33 PM.

The next CoC Board Meeting is canceled and, instead, the CoC Board Annual Retreat will be held **March 15, 2024 from 8:00-3:00 pm.**

Continuum of Care Board

April 24, 2024
Meeting Minutes

Meeting called to order at **3:00 PM**.

Attendance/Introductions

- **Board Members Present:** Shannon Boniface, Matt Anderson, Arielle Anderson, Eric Robison, Aaron Riley, Samantha Hennessy, Katrina Tangedahl, George Dahl, Marilee Roloff, Judge Mary Logan, Micah Kaluzny, Reese McMullin, Mark Michaelis, Christopher Dorcheus, Gloria Mantz (late), Chris McKinney
- **Staff Present:** Kimi Clifton, Amanda Martinez, Arielle Anderson, Adam Schooley
- **Guests Present:** Nicholette Ocheltree, Dale Briese, Suzanne Phillips

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 Board Minutes:

No minutes.

Approval of the Agenda:

Arielle Anderson asked to amend the agenda to include an update from Shannon Boniface on SALA and a vote on a pilot. Also, amend to include Chair discussion at the end.

MOTION by Arielle Anderson, seconded by Marilee Roloff, **to approve the Agenda as amended; unanimously approved.**

Discussion and Action Items:

Executive Committee Update Shannon Boniface:

- 5-Year Plan: Continuing the work started at the retreat. Subcommittees will have feedback from last plan ready by the June board meeting. Next steps ready for April 30th meeting.
- Charter Update: Stipend policy is finished and needs to be added to the charter. Arielle will send out the updated policy and ask for a virtual vote.
- Chair Vote: Reese is currently in the lead. Jennifer Wilcox asked for a vote in the meeting as only 7 people responded.

MOTION by Jennifer Wilcox, seconded by Marilee Roloff, **to confirm Reese McMullin as the new Chair of the CoC Board; approved unanimously.**

County Update:

George Dahl provided an update on how the RFP process has been going and asked for public comments from anyone who would like to make a comment. Chris Mckinney added which intervention types were most funded and the differences between the ask and the available awards. Full breakdown is available upon request knowing that some numbers haven't been entirely

finalized as they are waiting for responses from awarded applicants. Commerce also wants to give County more funds but there hasn't been a definitive time or amount released yet. Alternatives have been selected so a new RFP won't be needed should changes occur.

Arielle provided an overview of some of the conversations being held with Spokane Valley, Spokane County, and Spokane City regarding the consolidated plan and the actions being taken to have real collaboration.

Chris Mckinney provided an overview of additional collaboration discussions between County, City, and SRHD.

Spokane Valley Update: Eric Robison mentioned the CHHS retreat and thought it went well. The Valley purchased some land to be used for housing and hope to release an RFP for that in the near future. The Valley also recently released an RFP for outreach services, and they hope to have them up and running in June.

City of Spokane/CA Update:

Arielle Anderson being the new CHHS Director wants to have a report out every month. Arielle will be taking on sending out the agenda packet every month until we hire a CoC Program Professional.

Arielle provided an update on YHDP Host Homes provider SpeakUp, SpeakOut who canceled their contract in February. Since there is so little time left on the grant, the idea is to identify someone who can take over that part of the project without going to RFP. Catholic Charities had applied during the original RFP process but there hasn't been a confirmed interest from them.

Arielle then updated the board on the next step in the process for the HHOS awards. Letters will go out Monday the 29th and then the announcement will also be made at the CHHS Board meeting.

Monitoring will be starting very soon, and a general report out will be given to the CoC and CHHS Boards.

Arielle is also trying to get training with HUD for everyone from CoC to subrecipients to City.

Conflict of Interest Forms: Have been sent out and most have been returned.

City Staffing: A Program Manager for CMIS was hired but ultimately decided it wasn't a good fit and left. Heather Page is the Program Manager for HCD now that Christy Jeffers retired. BSA II positions in CMIS are filled but haven't officially started yet. Daniel Ramos has been contracted to work on the PIT and HIC and other reports the City is behind on. Richard Culton is retiring on May 3rd.

Stakeholder Meetings: Shannon confirmed that the CoC is on the calendar to report out to stakeholders at the June Homeless Coalition meeting.

VOA Consolidation Update: Fawn Schott and Kimberly Babb provided information on the reduction in numbers with the consolidation and what it looks like for the community and for funding in the future. Discussion followed.

Sub-Committee/Workgroup Updates:

Coordinated Entry: Shannon provided an overview on the CE tool they have been working on.

MOTION by Marilee Roloff, seconded by Arielle Anderson, to approve the 30-day pilot for SALA.

Youth: Discussed 5-year plan and who will attend for the next three months and how to divide the work. There was also talk about the Equality Convention.

Families: No one attended so they are trying to schedule separate meetings to work on the 5-year plan and they are recruiting for a new co-chair.

Singles: Worked on the 5-year plan and welcomed the new chair and co-chair. Discussed the SALA. There was also discussion around quarterly updates and trainings.

Vets: None.

CMIS: Worked on how to move forward with the 5-year plan. Some of it will be on hold until new staff are up and running.

Diversion: Only two people turned up, but there is a training scheduled for the 3rd and 4th of May.

Equity: Worked on 5-year plan, drafted some feedback notes, and looking forward to the meeting on the 30th.

Announcements:

Case Conferencing: Flor spoke about the plans for case conferencing. Potential for transition plan with ACI.

Resource Center of Spokane County: They are moving into the first floor level of their space and reduced as they will be sharing space with WorkSource.

Adjournment:

MOTION by Shannon Boniface **to adjourn; unanimously approved.**

Meeting Adjourned at 4:53 PM.

The next CoC Board Meeting is scheduled for **May 22, 2024, from 3:00-5:00 pm.**