

# Continuum of Care Board



**April 26, 2023**

Meeting Minutes

Microsoft Teams and

Spokane Housing Authority

Meeting called to order at **3:00 P.M.**

## **Attendance/Introductions**

**Board Members Present:** Robert Lippman, Arielle Anderson, Shannon Boniface, Gage Spicer, Matt Anderson, Arne Woodard, Morgan Smith, Audrie Meraki, Jennifer Haynes, Aaron Riley, Judge Mary Logan, Mark Michaelis, Daniel Klemme, Marilee Roloff, Jenn Cerecedes, Christopher Dorcheus, Jennifer Wilcox, Pink Varela, George Dahl

**CA Staff Present:** Daniel Ramos III, RaMona Pinto, Kimberly Babb, Kimi Clifton

**Guests:** Eric Robison, Heather Wallace, Jasmine Bower, Dena Carr, Sarah Lickfold, Dale Briese, Nicolette Ocheltree, Melissa Morrison, AJ

\*\*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 hybrid-virtual meeting platform\*\*

## **Board Minutes Ready for Approval**

**MOTION** by Arne, seconded by Marilee, **to approve the January and February meeting minutes; approved unanimously.** (No meeting minutes for March as the regularly scheduled meeting was canceled in lieu of the retreat.)

## **Agenda Approval:**

**MOTION** by Arne, seconded by Jennifer W., **to approve the agenda; approved unanimously.**

**Announcements:** George Dahl will be the new County Rep with Adam Schooley subbing in as needed.

**PIT Data Release:** The initial release will be during the Study Session on April 27<sup>th</sup> at 11am. A second report out will be at the Spokane Homeless Coalition Meeting on May 4<sup>th</sup>. There is also an opportunity for a report out at the CHHS Board meeting on May 3<sup>rd</sup>.

Arielle Anderson requested the following to be noted (paraphrased):

There is disappointment in the CoC not being included in the release of the initial data. CoC doesn't necessarily need to be first, but she feels it should go to CoC before going to Council. There should be a community event for the initial release that includes the CoC, CHHS department, and the Spokane Homeless Coalition.

Gage asked about what the Board could do for more equitable access.

Jenn C suggested the CoC send a letter to Council or even just the CHHS department that outlined exactly what the CoC would like to see so CHHS can do that. Jenn C, Kim McCollim, and other staff did request the CoC be more involved by having a community event rather than just an invite

to the Study Session but was denied that request. The official letter may help add weight to the request for next year.

**CHHS (CA) Updates:** Jenn C will email out a new organization chart to help the board understand each person's role in the department. Kimberly Babb will start the PIT Workgroup the second or third week in June.

**CMIS:** Daniel Ramos III again said he would like a co-chair. He confirmed the CMIS Committee will meet the 2nd Wednesday of every month. The next meeting will be held May 10<sup>th</sup> at 3pm. Robert asked for an update for the Tableau Software and by-name list. Morgan helped explain the report and data and functional zero. Daniel explained some of his part and ClientTrack. Some discussion followed. The discussion got a bit technical, and Mark M said that he would take it offline and talk to Daniel directly.

**Subcommittee Updates:** Kimberly has set up a OneDrive link for the subcommittees to submit their agendas and minutes. Some discussion followed on process.

Mark M asked if the meetings are being transcribed because it is 2023 and we shouldn't be doing written minutes. Kimi said no because for some reason that permission isn't available to them – they can only record the meetings. Jenn said that CHHS would put in a ticket to IT asking about that. Audrie noted that it is legally required. Nicolette said she just turns on captions which are available for people attending virtually.

**CoC Regional Workgroup:** Shannon and Jenn C spoke about the recent info sessions with Mandy Chapman-Semple. Marilee suggested the CoC write a letter to Spokane Unite asking for details on how they see the CoC fitting in their plan. The CoC Workgroup will draft a letter to present to the Board for approval to send. Some discussion followed.

**RFP Committee:** Gage is trying to solidify what the committee is and potential stipends for persons with lived experience serving on the committee. Discussion followed.

**HUD Scoring Review:**

Kimberly Babb provided an overview of the scoring received from HUD. Kimberly will send out a slide that reflects the HUD ranking for the next meeting. Discussion followed.

**Retreat Next Steps:** Morgan provided some information from the HUD website. Discussion followed as well as Robert thanking Morgan on behalf of the Board for her service everywhere as she is leaving to go on to bigger and better things and will be extremely missed by everyone.

**Votes:**

**Youth Homelessness Demonstration Project:** Melissa Morrison presented on the recommendations for the host homes.

**MOTION** by Arielle, seconded by Marilee, **to accept the recommendation from the YHDP RFP committee to fund NHA SpeakUp, SpeakOut for Host Homes; approved unanimously** with Shannon, Gage, and Aaron abstaining.

Veteran Subcommittee: Morgan provided information on people self-identifying as a veteran and how that can sometimes cause them to be sent back and forth between provider services because they may be a veteran but ineligible for veteran's services. Because self-identifying is a HUD requirement, they worked with Daniel in CMIS to add an additional check box for eligibility for veteran homeless services that only veteran service providers would be able to check after confirmation.

**MOTION** by Arne, seconded by Gage, **to accept the veteran eligibility proposal and add the indicator; approved unanimously.**

Coordinated Entry and Permanent Supportive Housing Policies and Procedures: Arielle provided a brief synopsis on what needs to change to be compliant for certain types of funding. This will be held as an email vote due to running out of time to vote at the meeting.

**MOTION** by Arne, seconded by Marilee, **to adjourn the meeting; approved unanimously.**

**Meeting Adjourned at 5:03 P.M.**

The next COC Board Meeting will be held on May 24, 2023, at 3:00 P.M.