

# Continuum of Care Board

June 27, 2018

Meeting Minutes

Meeting called to order at 3:33 PM.

## Attendance

- **Board Members Present:** Dale Briese, Angela Chapman, Michael Dunn (called in), Jen Haynes, Kelly Keenan, Kate Kennedy, Eric Larson, Bob Lutz, Stephen McGuire, Cat Nichols, Fawn Schott, Dave Singley, Jan Simpson, Sharon Stadelman, Anne Stuyvesant-Whigham (CHHS Board), Pam Tietz (Chair), Jeff Thomas, and Leslie Whalan,
- **Staff Present:** Cassi Brown, Kelly Burnett, Tija Danzig, Matt Davis, Rebekah Tuno
- **Guests Present:** None

## Committee Reports

Written Committee reports were sent out in the agenda packet and there is no report.

## Spokane County Update

CoC Board Member Kate Kennedy informed the Board that Spokane County was awarded an additional \$230,000 in Consolidated Homeless Grant (CHG) funds. With this they are hoping to move the burden of TANF funds from their providers and move them to standard dollars. The County is going to designate some of this money to the Y as well as trying to look into piloting a Senior Focus Rapid Rehousing program. The County would also like to bring services to our outlying areas so that those needing services do not need to try and find transportation. The point-in time Counts presentations will be presented to the Board of Commissioners next month.

## City of Spokane Update

CoC Board Member Kelly Keenan provided the following report:

- Staffing updates - We are in the final stages filling of the Senior Manager position and hope to have this filled by the end of July. The CHHS Department is also in the works of finalizing a new position for the department. This person will be a Human Rights/Housing Coordinator and would deal with some of the discrimination reports. It is with the Civil Service Department and will hopefully be finalized soon.
- The City continues to push forward on launching an integrated social services center pilot project and is working with partner agencies to help find the best location for this.
- The HOME round RFP is currently available. Funds are available for rehab or new projects and will close on August 7, 2018.
- The SOAR RFP has closed and is complete. The Award went to the Joint Application of Goodwill Industries and Catholic Charities.
- The RFQ for Community Land Trust is currently open
- The City of Spokane has been selected by HUD to be an Envision Center Site, we are one of the 17 selected and one of the two selected for the West Coast. This Envision center is one of the new initiatives coming from the HUD Administration. Currently the details as to what it means to be selected for this EnVision Center are unknown but we are hoping that HUD will make some more funds available.
- In relation to the last item, HUD will be visiting all cities that have been designated as EnVision Center sites, and will be holding their first meetings for

the Spokane area on August 10, 2018 for the residents in the area and then again on August 11, 2018 for the partner stakeholders. The Spokane area does not have a large housing area like other cities, so this might be a great opportunity for us to educate HUD on what is happening in our area.

### **Coordinated Entry Workgroup Update**

In the previous CoC Board meeting Board Chair Pam Tietz had mentioned that she would like to break out into different groups to evaluate four different areas of coordinated entry: Access, Assessment, Prioritization, and Referral. Since the last meeting the work groups have been meeting to talk about Access.

The first report was from the Singles group and information was presented by CoC Board Member Sharon Stadelman. Board Member Stadelman stated that the key take away from the meeting was that overall resources are not being coordinated. They would like to see diversion first training happening at the entry points and would like to move to a centralized system and not a decentralized system.

The next report that was presented by Board Member Stadelman was from the Family group. This group had the same topic of access and they would feel that there needs to be an increase in outreach, addressing safety and doing a survey. Everyone in the group agreed that diversion training is something that needs to happen as well as having these trained individuals at the front door. Would like to have 24/7 access for services.

The third group to report was the Veteran group. CoC Board Member Leslie Whalan informed the Board that they were still working (final session tomorrow) and will compile a report afterwards. This group would like to see better access points for veterans. There are currently two veterans on the committee and they have been giving great feedback to the group.

The final group to present their report on access was the Youth group. This group had mentioned that they would like to see coordinated entry efforts for just the youth population as well as more expanded access. It was mentioned that this is all dependent on the result of the Youth Homelessness Demonstration Project application. This group has a lot broader set of needs, and they should have some kind of co-location for all youth services modeled after the integrated social services center. They do not believe they need to have another meeting about access but might need to discuss finalizing the notes.

### **Governance Structure Revision**

CoC Board Member Edie Rice-Sauer presented the group with the revisions to the Governance Structure. An updated charter was passed out during the meeting. Board Member Rice-Sauer pointed out the some of the changes that had been made, including changes to the Subcommittee process which is on pages 10 and 11. The other change that was made was to the Board Composition section and the new addition was also written into the by laws of the Community, Housing, and Human Services Board. It

states that the CoC Board Chair and the CHHS Board Chair will act as liaisons between the Boards and should one of them not be able to make it to a meeting then they may appoint a representative to go in their place.

CoC Member Jan Simpson noted that there should be a change made to Section 5, Paragraph two, sentence three, to state "When there is".

Motion to approve the changes made to the CoC Governance Charter by CoC Board Member Erik Larson and seconded by CoC Board Member Edie Rice-Sauer.

➤ MOTION APPROVED

Board Member Simpson asked if new board members should sign the conflict of interest page. It was noted that it has been a while since everyone has signed this document so Board Chair Tietz will send out the conflict of interest page to all members for signatures.

### **Action Items**

CoC Board Appointments - Board Chair Tietz briefed the Board that there was an open spot for a business representative and an application was received from Jan Simpson of the Spokane Eye Clinic. Jan's application and resume was sent to the board members prior to the meeting. The City of Spokane Valley had nominated Arnie Woodard to be their representative for the CoC Board.

Motion to approve the applicants as CoC Board Members by Board Member Whalen and seconded by Board Member Edie Rice-Sauer.

➤ MOTION APPROVED

### **Review of the NOFA Process Presentation**

The City Staff Members Rebekah Tuno presented the Board with a review of the Notice of Funding Availability (NOFA) process and information on the fiscal year 2018 NOFA.

- The NOFA for the fiscal year 2018 CoC program was released last week and they are using the housing first approach. There is \$2.1 billion available Fiscal year 2018 with 50 Million available for Domestic Violence bonus projects. With these bonus funds your organization can create one project under the rapid re-housing or coordinated entry, and you will have the ability to expand a renewal project to provide services for Domestic Violence related services.
- The NOFA released this year allows for non-joint component housing, which can bridge housing and emergency services.
- Under this NOFA, organizations have the ability to consolidate projects. At this time we cannot consolidate more than four projects at a time and they must be in good standing. CoC's can also apply for new rapid re-housing projects, supportive services for coordinated entry, and for new projects, bonus funds are available for joint component applications.
- Expansion projects can be new or using reallocated funds. These funds can be put into an existing project but an explanation on how you will be expanding this project and using those funds must be submitted with your application.
- Dedicated Plus - Any current project can switch to dedicated plus if they choose to.
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- The request for proposals (RFP) will be released June 27, 2018, for the renewal projects.

- The RFP for new projects will be released the week of July 2<sup>nd</sup>.
- The CHHS department will be using the housing first assessment tool from HUD to help with assessing these projects and the implementation.
- The following items will be considered during the application review process: data quality and timeliness (and if it is up-to-date) as well as project spend down and invoice timeliness.
- For new project there will be a general project application which will include the housing first assessment. Once the new projects have been identified they will then present their project ideas to the different groups.
- The timeline for the CoC NOFA is as follows:
  - July 10, 2018 - Application Workshops
  - August 5, 2018 - All Applications are due to CHHS
  - August 7, 2018 - New Projects will be presented.
  - August 22, 2018 - CoC Board Approval (will need everyone present)
  - September 18, 2018 - All materials need to be submitted to HUD.

**Additional items mentioned:**

- Board Chair Tietz informed the group that a representative from the City of Spokane Valley will start joining us soon. Arnie Woodard has been nominated as their representative.
- Board Chair Tietz also informed the group that the Housing Authority sent in a letter of interest for additional VASH (HUD Veterans Affairs Supportive Housing Program) vouchers.
- The Housing Authority applied for 500 vouchers for the non-elderly disabled households. When the Housing Authority applied they partnered with 20 other agencies across Washington. These 20 different agencies cover 36 of the 39 counties and if awarded Spokane will administer these vouchers starting the first part of September.
- Grant Per Diem beds - 22 from the VA for transitional housing for Vets. Unfortunately this stills leaves the community short beds.
- A new 120 bed shelter will be built at the site of an old Thai restaurants in downtown Spokane and. This should be completed in time for Christmas 2019.
- In early July the Salvation Army is opening up five emergency placement youth beds. (youth is defined as 12-21 year olds).

Meeting adjourned at 4:45 PM.

The July CoC Board Meeting has been cancelled - Board Chair Tietz will send out a cancellation notice.

The next CoC Board Meeting is scheduled for August 29, 2018 at 3:30PM.