

Ground Rules for Meetings

The ground rules for the workgroup meetings are simple, and designed to help the process forward in a considerate, productive manner:

- ▶ 1. Treat each other, the organizations represented on the stakeholder members, and the workgroup itself with respect and consideration at all times – put any personal differences aside.
- ▶ 2. Work as team players and share all relevant information. Express fundamental interests rather than fixed positions. Be honest, and tactful. Avoid surprises. Encourage candid, frank discussions.
- ▶ 3. Ask if you do not understand.
- ▶ 4. Openly express any disagreement or concern you have with all workgroup members.
- ▶ 5. Offer mutually beneficial solutions. Actively strive to see the other's point of view.
- ▶ 6. Share information discussed in the meetings with only the organizations/constituents that you may represent, and relay to the stakeholder group the opinions of these constituents as appropriate.

Ground Rules for Meetings (cont'd)

- ▶ 7. Speak one at a time in meetings, as recognized by the facilitator.
- ▶ 8. Acknowledge that everyone will participate, and no one will dominate.
- ▶ 9. Agree that it is okay to disagree and disagree without being disagreeable.
- ▶ 10. Support and actively engage in the workgroup decision process.
- ▶ 11. Do your homework! Read and review materials provided; be familiar with discussion topics.
- ▶ 12. Stick to the topics on the meeting agenda; be concise and not repetitive.
- ▶ 13. Make every attempt to attend all meetings. In the event that a primary workgroup member is unable to attend, that member is responsible for notifying Office of Neighborhood Services about alternative arrangements.

Timeline

Rental Housing Issues Timeline (Subject to Change as Needed)		
Health Department	Timeline	Responsible
Stakeholder Process Overview	May 12th	Office of Neighborhood Services
Base Housing Data - Institute of Real Estate Management	May 20th	Thomas W. Kim Sample
Lessons RECORDED TO COME BACK	June 9th	Jose Trigo - Northwest Justice Barry Part, Center for Justice
Spokane Police Department	July 7th	WFO Sgt. Kevin
Base Line Data, Spokane Regional Health Department	August 6th	James Cadden, City of Spokane, Spokane Regional Health District Peggy Hider
Code Enforcement Department, Building Department	September 16th	Building Department: Dan Mandler, Code Enforcement - Heather Dreyfus
Office Use and Question answer session	October 16th	Stakeholder group, Heather Trammann, Dan Mandler
PA Department	November 20th	Spokane Fire Department Mike Miller
Housing	January 12th	Cindy Algen, Spokane Low Income Housing Consortium, Drew Scott, Spokane Housing Authority
Landlord Tenant Act	February 9th	Tim Skardalen, City of Spokane Attorney
Legal Landlord Tenant	February 23rd	Don Trillo - NW Justice, Tom McGarry - McGarry Law Office
Stakeholder Presentation	March 17th	Landlords
Survey and Research Results, Issues and Solutions Matrix	April 17	Office of Neighborhood Services
Stakeholder Presentations	April	Neighborhoods and Tenants
Identify the programs/policies/initiatives that might solve identified issues (start to start once a month)	Timeline (tentative)	
Identify Issues, Programs and Policies, and Gaps	May	
Explore gaps between issues and existing solutions	Timeline (tentative)	
Formulate recommendations based on Gaps	June	

Survey Resources and Rental Housing Research

Rental Housing Research Stakeholder Group

Survey Resources

▶ Informal Survey Tools:

- ▶ Google Forms
 - ▶ Free
 - ▶ Unlimited questions and responses
 - ▶ Numerous question types (i.e. Multiple Choice, Likert Scale, Yes/No, Open-Ended)
 - ▶ View response summaries and individual responses in real time
- ▶ Survey Monkey
 - ▶ Similar features as Google Forms
 - ▶ Limited to 10 free questions and 100 free responses
 - ▶ Paid features include text analysis of open-ended responses, statistical significance, randomization, and unlimited questions/responses
 - ▶ Audience feature that provides access to audience survey respondents

Survey Resources

- ▶ City of Spokane subscription to survey tool
 - ▶ Usefulness would depend on type of survey and questions
 - ▶ Results not statistically significant
 - ▶ Free
- ▶ Local Professional Research Firms
 - ▶ Statistically significant research including: online/phone polling, and focus groups
 - ▶ Cost prohibitive: \$5-10k

Survey Resources

- ▶ Questions about survey resources?
- ▶ Discussion regarding survey

Rental Housing Research Summary

- ▶ While there is a lack of specific research on the structural condition of homes in Spokane, there is data available documenting the condition of housing on a national level
- ▶ Research Examples:
 - ▶ American Housing Survey (U.S. Census Bureau)
 - ▶ Portland Quality Rental Housing Workgroup: Final Recommendations (2008)
 - ▶ American Healthy Homes Survey: Lead and Arsenic Findings, Department of Housing and Urban Development (April 2011)
 - ▶ Eviction and the Reproduction of Urban Poverty, American Journal of Sociology (Matthew Desmond, Harvard University)

American Housing Survey

- ▶ Conducted every other year by the U.S. Census Bureau
- ▶ Collects national and metropolitan area data on a rotating basis (25 metropolitan areas each year)
- ▶ Comprehensive housing unit data includes, type, size, age, neighborhood amenities, physical problems, and deficiencies.
- ▶ Data for responses available by type:
 - ▶ National
 - ▶ City
 - ▶ Tenure (renter or owner occupied)
 - ▶ Demographic (race, income, age)
 - ▶ Location within city v. metro area v. outside metro area

American Housing Survey

Metra Name	MSKCODE	Last Interview
Baltimore	1003	2007
Boston	1005	2007
Chicago	1007	2009
Detroit	1013	2009
Hartford	1015	2004
Houston	1016	2007
Miami	1021	2007
Minneapolis-St. Paul	1023	2007
New York City	1025	2009
Northwest Metro-Area	1027	2009
Oklahoma City	1028	2004
Philadelphia	1029	2009
Portland	1034	1998
San Antonio	1036	2004
Seattle	1041	2009
Tampa-St. Petersburg	1043	2007
Washington DC	1044	2007
Orlando	1062	1997**
Las Vegas	1063	1979***
Nashville	1064	N/A
Austin	1065	N/A
Jacksonville	1066	N/A
Richmond	1067	1982***
San Diego	1068	N/A
Tucson	1069	N/A

**Orlando only.
***Las Vegas only.
***Louisville only.

American Housing Survey

- ▶ How the American Housing Survey may be useful:
 - ▶ Provides data on general and specific structural characteristics and deficiencies
 - ▶ Responses separated by owner v. renter occupied allows for comparison of data
 - ▶ Examples:
 - ▶ Exposed wiring
 - ▶ Signs of rodents
 - ▶ Water leakage
 - ▶ Broken/boarded up windows

American Housing Survey

Characteristic	Total		Region					Total
	Count	%	North	South	West	Midwest	South Atlantic	
General Physical Problems	1,240	20.0	1,240	1,240	1,240	1,240	1,240	1,240
Leakage	1,231	19.9	1,231	1,231	1,231	1,231	1,231	1,231
Signs of rodents	81	1.3	81	81	81	81	81	81
Broken or boarded up windows	1,160	19.0	1,160	1,160	1,160	1,160	1,160	1,160
General Deficiencies	1,240	20.0	1,240	1,240	1,240	1,240	1,240	1,240
Exposed wiring	241	3.9	241	241	241	241	241	241
Signs of rodents	81	1.3	81	81	81	81	81	81
Water leakage	1,099	17.8	1,099	1,099	1,099	1,099	1,099	1,099
Broken or boarded up windows	1,079	17.3	1,079	1,079	1,079	1,079	1,079	1,079

American Housing Survey

Detailed information about the survey is available at www.hud.gov. For more information, see the HUD website.

Characteristic	Total		Region		Northwest		South		West		Midwest		Northeast		South Atlantic	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Number of occupied units	1,200,000	100%	1,200,000	100%	1,200,000	100%	1,200,000	100%	1,200,000	100%	1,200,000	100%	1,200,000	100%	1,200,000	100%
Number of units in rental housing	400,000	33%	400,000	33%	400,000	33%	400,000	33%	400,000	33%	400,000	33%	400,000	33%	400,000	33%
Number of units in substandard rental housing	100,000	8%	100,000	8%	100,000	8%	100,000	8%	100,000	8%	100,000	8%	100,000	8%	100,000	8%

- ### Portland Quality Rental Housing Workgroup
- ▶ **Portland City Council issued a Resolution to:**
 - ▶ “explore the issue and extent of substandard rental housing conditions in Portland and the role of public policies and programs in addressing incidents of substandard housing”
 - ▶ Resolution directed the creation of a workgroup representing low-income tenants, property managers and property owners, local housing enforcement agencies and public health officials.
 - ▶ In its research of issues related to substandard housing, the workgroup conducted a landlord study and focus group

- ### Portland Quality Rental Housing Workgroup
- ▶ **Owner and Manager Survey**
 - ▶ Online survey of 233 property owners and managers in Portland
 - ▶ Survey addressed issues including:
 - ▶ Notifying tenants about lead paint
 - ▶ Pest control
 - ▶ Landlord knowledge and training
 - ▶ Tenant education
 - ▶ Eviction experience
 - ▶ City inspection at request of tenant

- ### Portland Quality Rental Housing Workgroup
- ▶ **Landlord Focus Group Discussions**
 - ▶ Discussions with 15 small landlords and onsite property managers
 - ▶ Expanded the discussion of issues covered in the Landlord and Property Management Survey
 - ▶ Focus group report includes a summary of discussion for each issue and sampling of individual responses

- ### American Health Homes Survey
- ▶ **American Healthy Homes Survey: Lead and Arsenic Findings, Department of Housing and Urban Development (April 2011)**
 - ▶ Conducted from June 2005 through March 2006
 - ▶ Measured levels of lead, lead hazards, allergens, arsenic, pesticides, and mold in homes nationwide
 - ▶ Contains estimates of contaminants for subpopulations of housing including, region, age of housing, demographics, income, owner vs. renter occupied, etc.

- ### Eviction Study
- ▶ **Eviction and the Reproduction of Urban Poverty, American Journal of Sociology (Matthew Desmond, Harvard University)**
 - ▶ Used statistical and ethnographic analysis to explore the prevalence and ramifications of eviction in the lives of the urban poor
 - ▶ Gathered statistics from eviction records in Milwaukee between January 2003 and December 2007
 - ▶ Desmond gathered ethnographic data by living in mobile home park and inner city boarding house. He observed the relationships between landlords and families being evicted
 - ▶ Provides insight into the relationship between landlords and tenants, reasons and factors for evictions, and touches on issues related to substandard housing

Additional Research Discussion

- ▶ What additional research or data would the stakeholder group find useful?
- ▶ Please see Annotated Bibliography for additional research, studies, and reports.

Connecting Issues with Potential Solutions

- ▶ **Work Plan**
 - ▶ Task 1: Research/Study Issues
 - ▶ Convene Stakeholder Group
 - Develop a broad stakeholder group to garner sufficient participation to ensure the recommendation is viable.
 - ▶ Coordinate with guest speakers to learn and identify issues
 - Coordinate with service providers to develop an understanding of the resources currently provided in Spokane
 - ▶ Generate a list of identified issues currently associated with rental housing units
- ▶ Task 2: Identify programs/policies/ordinances that may solve identified issues
 - ▶ Connect issues with potential solutions
 - Collect information on existing policies, ordinances, and programs related to rental housing units
- ▶ Task 3: Explore gaps between the issues and existing solutions
 - ▶ Identify gaps with issues that have no identified solution
 - ▶ Develop recommendations based on gaps in issues and solutions

Connecting Issues with Potential Solutions: Example Matrix

EXISTING PROGRAMS	ISSUES		
	Building Condition	Solid Waste	Crime
Building Safety Permit (fee based, no enforcement)	X		
Code Enforcement (life safety level)	X	X	
COPS Crime Free Housing Training (voluntary program)			X
Women's Hearth Rental Training Program (women only, voluntary program)		X	

Connecting Issues with Potential Solutions

- ▶ Questions and Discussion

Annotated Bibliography

Advancing Healthy Housing: A Strategy for Action. Rep. Federal Healthy Homes Work Group, 2013. Web. 6 Apr. 2016.

http://portal.hud.gov/hudportal/documents/huddoc?id=stratplan_final_11_13.pdf.

This report outlines the goals and priorities related to the promotion of healthy housing identified by the Healthy Homes Work Group, a federal interagency group which includes the Department of Housing and Urban Development, Centers for Disease Control, National Institute of Environmental Health Sciences, Department of Agriculture, Environmental Protection Agency, Department of Energy, Department of Labor, and the National Institute of Standards and Technology.

There are useful statistics regarding the health of housing in the U.S. as well as an outline of goals, strategies, existing programs, and resources provided by federal agencies.

"American Community Survey (ACS)." *American Community Survey (ACS)*. U.S. Census Bureau, n.d. Web. 06 Apr. 2016. <https://www.census.gov/programs-surveys/acs/>.

"American FactFinder." *American FactFinder*. U.S. Census Bureau, n.d. Web. 06 Apr. 2016. <http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>.

The American FactFinder is a tool provided by the U.S. Census Bureau. It provides census data as well as data from other surveys conducted by the Census Bureau. There is some general housing data available that is specific to Spokane.

American Healthy Homes Survey: Lead and Arsenic Findings. Rep. U.S. Department of Housing and Urban Development, Apr. 2011. Web. 12 Apr. 2016.

http://portal.hud.gov/hudportal/documents/huddoc?id=AHHS_Report.pdf.

“The American Healthy Homes Survey (AHHS), conducted from June 2005 through March 2006, measured levels of lead, lead hazards, allergens, arsenic, pesticides and mold in homes nationwide. This report includes estimates of the prevalence and levels of lead in paint, dust and soil, and arsenic in dust and soil, both for all housing and for important subpopulations of housing defined by region, age, urbanization, presence of children under age 6, housing type, owned vs. rented, Government support, income, race and ethnicity. The report provides a comparison with the findings on the prevalence of lead-based paint and lead-based paint hazards from the National Survey of Lead and Allergens in Housing (NSLAH), conducted in 1998-1999.”

"American Housing Survey (AHS)." *American Housing Survey (AHS)*. U.S. Census Bureau, 2013. Web. 06 Apr. 2016. <https://www.census.gov/programs-surveys/ahs.html>.

“The American Housing Survey (AHS), the most comprehensive housing survey in the U.S., provides up-to-date information on the size and composition of the housing stock in our country. As the population increases, so does the demand for housing. This survey

delivers much needed information about the types of homes in which people are now living and the characteristics of these homes, as well as the costs of running and maintaining them.

National data are collected every other year and metropolitan area data are collected on a rotating basis. The AHS is sponsored by the Department of Housing and Urban Development (HUD) and conducted by the U.S. Census Bureau.”

The AHS provides data on numerous housing subjects. Of particular help to the stakeholder group may be the data it collects on specific structural conditions and defects. While Spokane was not one of the metropolitan areas in the survey, national and regional data is available as well as data for Seattle. The data is also broken up to allow comparison between the characteristics of renter and owner occupied homes.

America's Rental Housing. Rep. Joint Center for Housing Studies of Harvard University, 2015. Web. 6 Apr. 2016. <http://www.jchs.harvard.edu/sites/jchs.harvard.edu/files/americas_rental_housing_2015_web.pdf>.

Report issued by the Joint Center for Housing Studies of Harvard University on the current status of the rental market. While this report does not address the physical condition of rental housing, it addresses trends and the issue of affordability in the current rental housing market.

The Community Listening Project. Rep. DC Consortium of Legal Services Providers, Apr. 2016. Web. 5 May 2016. <<http://www.lawhelp.org/files/7C92C43F-9283-A7E0-5931-E57134E903FB/attachments/A4B5C44F-8B88-4B76-97A9-FF648F7C7EB9/clp-final-april-2016.pdf>>

Research study combining qualitative and quantitative data to identify barriers that prevent low-income residents of Washington DC from getting out of poverty. The report identifies housing as the biggest problem facing low-income residents. Appendix K includes data on a range of housing issues including data surveying the housing conditions of survey respondents.

Desmond, Matthew. "Eviction and the Reproduction of Urban Poverty." *American Journal of Sociology* 118.1 (2012): 88-133. Web. <<http://scholar.harvard.edu/files/mdesmond/files/desmond.evictionpoverty.ajs2012.pdf?m=1360043435>>.

“Combining statistical and ethnographic analyses, this article explores the prevalence and ramifications of eviction in the lives of the urban poor. A quantitative analysis of administrative and survey data finds that eviction is commonplace in inner-city black neighborhoods and that women from those neighborhoods are evicted at significantly higher rates than men. A qualitative analysis of ethnographic data based on fieldwork among evicted tenants and their landlords reveals multiple mechanisms propelling this discrepancy. In poor black neighborhoods, eviction is to women what incarceration is to

men: a typical but severely consequential occurrence contributing to the reproduction of urban poverty.”

Desmond’s article provides a quantitative and qualitative picture of the challenges facing low income renters and landlords of low rent market rate properties. He has recently released a book titled *Evicted*, which provides a deeper account of his research on eviction.

Final Recommendations. Rep. Quality Rental Housing Workgroup, 22 Sept. 2008. Web. 6 Apr. 2016. <http://oregonon.org/files/2009/03/qrhwh_report_final2.pdf>.

At the request of the Portland (OR) City Council, a workgroup was created to study habitability issues related to rental housing. Based on their research, the workgroup submitted a report of recommendations. These recommendations address many of the issues raised by this stakeholder group. In addition, the Appendix provides information regarding identifying issues, as well as survey and focus group questions.

Jacobs, David E., and Andrea Baeder. *Housing Interventions and Health: A Review of the Evidence*. Rep. National Center for Healthy Housing, Jan. 2009. Web. 6 Apr. 2016. <<http://www.nchh.org/Portals/0/Contents/Housing%20Interventions%20and%20Health.pdf>>.

This report is an exhaustive review of healthy housing intervention research. It attempts to identify methods of intervention and assess their effectiveness on improving housing health. These interventions are categorized in five areas: Interior Biological Agents, Interior Chemical Agents, External Exposures, Structural Deficiencies, and the Intersection Between Housing and Community.

Odds Against Tomorrow: Health Inequities in Spokane County. Rep. Spokane Regional Health District, May 2012. Web. 6 Apr. 2016. <<https://www.srhd.org/documents/PublicHealthData/HealthInequities-2012.pdf>>.

This comprehensive report on health in Spokane includes a chapter which addresses the impact of neighborhoods and the physical environment on health. It lists health rates in select categories by neighborhood.

Spokane Housing and Economic Report. Rep. Applied Development Economics, Inc., Nov. 2015. Web. 6 Apr. 2016. <<http://www.downtownspokane.org/flipbook/Housing2015/Report.pdf>>.

This report provides a recent analysis of Spokane’s residential market. The appendix contains maps of the city’s housing units and occupancy status.

The Surgeon General's Call to Action to Promote Healthy Homes. Rep. Office of the Surgeon General (US), 2009. Web. 6 Apr. 2016. <<http://www.ncbi.nlm.nih.gov/books/NBK44192/>>.

“This *Call to Action* presents an overview of issues that contribute to our nation’s unhealthy housing. It also urges a dynamic and coordinated effort to improve housing factors that affect health and describes features that make a house and its surrounding property healthy. A series of mutually supportive and mutually necessary coordinated actions are outlined in this document. They call on people from many walks of life to join in a discussion about healthy homes issues; to make informed, shared, and compassionate decisions; and to develop imaginative and realistic solutions that will help ensure that safe, healthy, affordable, and accessible homes are available to everyone in the United States.”