

Continuum of Care Board

October 24, 2018

Meeting Minutes

Meeting called to order at 3:03 PM.

Attendance

- **Board Members Present:** Dale Brieze, Bridget Cannon, Tim Crowley Angela Chapman, Sam Dompier, Jen Haynes, Michele Harris, Kelly Keenan, Edie Rice-Sauer, Dave Singley, Jan Simpson, Sharon Stadelman, Anne Stuyvesant-Whigham (CHHS Board), Jeff Thomas, Arne Woodard, Dean Salvio
- **Staff Present:** Kelly Burnett, Tija Danzig, Matt Davis, David Lewis, Tim Sigler, Rebekah Tuno
- **Guests Present:** None

Introductions

Attendees went through introductions to familiarize every one of the Board Members and the CHHS Staff.

Spokane County Report

CoC Board Member Tim Crowley let everyone know that there is nothing new to report at this time.

City of Spokane Update

CoC Board Member Kelly Keenan provided the following report:

- CHHS did an RFP to see if we could get any interest from those who might be willing to be a warming center. This started with the change of services that took place at “House of Charity” (HOC). When the proposals came in all that were received came in missing a piece that would help make them viable applications. Some of the proposals that we received will be moving forward. On population group that we still need to find room for are those individuals who fall all in the category of an Adult without minor children. We are seeking to shelter 100-150 people. This number is based on the previous year and also taking into consideration the number of beds that we lost with the reduction of HOC. To answer the question about are these warming centers only going to open dependent on the weather and our response is, that we are not intending that be the case for this.
Bob Lutz had mentioned that “CKing put out a public communication about health concerns about these shelters, and Kelly mentioned that some of these concerns should have been mentioned in the RFP that was sent out. Sharon Showberg and the Spokane County Health District will be doing onsite Training.
- Update on the Home RFP - This Closed a couple of weeks ago. Funding recommendation will be going to the CHHS board within the next couple of weeks and then to City Council.

- The CDBP Capital round is currently open and will close on the October 26th. We are hoping to have those recommendation out by December.
- The 5 year RFP is currently open and the department held its first Technical Assistance workshop was on the 16th of October, we will be holding one more on November 1st from 2-4pm at East Central Community Center. All questions that we received from the TA sessions will be posted to the website. There is \$30 million up for grabs over the next 5 years.
- There was a Federal Court Case out of Boise where the Ruling states that Cities cannot cite people who are sleeping and staying when there is no adequate space for them to stay. We are watching to see if there is any other guidance on how to handle this ruling.

Coordinated Entry Update:

CHHS Staff Member Tija Danzig provided that she has arranged to bring the founder of the SPDAT tool to the City of Spokane so that we can learn how we can utilize the tool better and to its fullest. Will be here January 7-9 and will be holding a class on the 8th of January. Danzig informed the group that she will also be opening up the training to those on the CoC board so that all can see how this tool is being used. More information to come.

RFP Ranking Feedback/Process Review

CoC Board Member Kelly Keenan provided that the CHHS department did get some feedback on how the CoC RFP process went. When looking at the feedback that was received it can be broken down into two categories.

The first category that came up was to think about the Timeline next time. The feedback that was received stated that people felt as if the timeline moved to quickly through the process. The question now is how do we adjust this time frame; we do this each year and how can we get this done before we receive our timeline from HUD. We need to have a discussion with the board and see how we can adjust the RFP timeline to ensure that we can get the most out of our time and make the process easier moving forward. Staff Member Danzig noted that the “narrative” portions of the application are the same each year. Danzig would like to see each chair of the committee come up with ideas and think about these questions and see how we can make them stronger than the previous year. Maybe this is something that can be worked on throughout the year.

The second category that the feedback falls into is performance measures. Everyone who wants to get in or stay in should know that they are going to be measured on and should be working on this throughout the year. Housing First - Organizations who are using this model, they need to have a clear idea on how they are being measured and how it is being used.

CHHS is still looking for feedback and will accept any and all feedback that is given. HUD has mentioned that they are going to start letting us know when new funding rounds are going to be released. Currently HUD has let us know that the UFA will be getting released soon and that we are going to have to start planning.

CoC Board Member Jan Simpson had mentioned that the hardest part for her regarding the RFP was trying to wrap her head around reviewing the new projects knowing that if these projects were approved to move forward then it would bump out a project that is existing and proven to be working.

Another comment that was made about the RFP process is that HUD needs to not change their benchmark days before the round closes. It does make it hard for everyone to be able to make a decision. CoC Board Member Sam also commented that each provider seems to work very hard on the details of their application. Would it be possible for all providers to come together and see if the community's application is strong instead of working on their own single application? Since these communities application is ranked as a whole against other agencies it seems like this would be the best use of resources and would allow us to put out our best application.

5-Year Plan Review

New Commerce Requirements

CoC Board Members Kelly Keenan and Tim Crowley provided the following information:

The CHHS department received letters a couple of weeks ago due to some changes. The Department of Commerce has asked that the state update their Consolidated Homeless Grants. The Draft version of this Guidance needs to be back to them by November 9th and we need to reflect these changes by December 2019. The County and City have put together a draft guidance and would like the CoC board to review the draft and provide comments if they have any. Board Member Crowley mentioned that this draft talks about responsibilities. It seems to be following the National View on Homeless, and that the County needs to find a better way to spend their CHG dollars. He is will work with the city to see where and what they should work on.

The board was informed that the Draft Guidance from Commerce has set out 6 objectives

1. Laying out interventions and Performance Targets
2. Making sure that we identify and engage all homeless in the Community
3. Ending Homelessness
4. States want the communities to facilitate housing (This is still in the start-up phase)
5. Setting some aggressive Data Quality threshold by 2020 - Would like to see a 95% threshold
6. Reference - Developing an Affordable Housing Element.

CHHS Staff will send out instruction on how to send feedback and suggestions about this draft.

CoC Workgroup to review 5-year plan per CoC Governance Charter.

CoC Board members Sam Dompier and Edie Rice-Sauer stated that we need to have a sub group to look at the CoC Governance Charter. Sub Committee should be someone from the CoC board and possible a City Staff member. This will take some time. CoC board member Jan Simpson has volunteered to look at the Charter and will work with Staff Member Danzig.

Permanent Supportive Housing Moving-on Strategy - Include in the 5-year plan.

It was mentioned that this needs to be in the next 5 year plan. We need to make sure that we are trying to move people along and not just keep them in a shelter. It was mentioned that it needs to be a standardized process and that all projects are the same. A policy and procedures guide should be created to ensure that this happens. Do we think that our clients are ready for this? Could we expand this to support services as well? Another question that was asked and that needs to be thought about as well is do we need to look at the private landlord piece.

Anchor Community Initiative

CoC board Member Bridget Cannon and City Staff Member Danzig provided the following information.

The City of Spokane participated in the Away Home Washington to end youth homelessness. Away Home WA, put out an RFP to try and end youth homelessness by 2022. The City of Spokane has been selected as one of four anchor Communities. What does that mean for us, currently there are no funds at this time, training and technical assistance will be available and there will be a kickoff in December for these new anchor communities. There is hope that there will be a potential for funding in the future.

There was also talk that the City of Spokane should reach out to the Mockingbird Society and see if they can't get a youth voice to help out, Possible teach young people the skills to advocate as well.

Action Items

a) **Review of terms for existing CoC Board appointments - 3 Year Terms.**

Staff Member Danzig is proposing that the board is made of elected sectors at the board. We need to have the most appropriate person to make the decisions. It is very often that by the end of a board members three year term they are just getting the hang of things. These sectors should be the same as HUD has designated, and not have a term limit on these sectors. These should be leadership positions. Staff Member Danzig and Board member Rice-Sauer will talk more about this.

No actions were taken.

Meeting adjourned at 4:53 PM.

The next CoC Board Meeting is scheduled for November 28, 2018 at 3:30PM.