

**Thurston County HOME Consortium
MEETING MINUTES
December 10, 2012 11:00AM-1:00PM
Thurston County Public Health & Social Services Department
412 Lilly Rd NE, Olympia WA 98506-5132
Conference Room 107ABC**

In Attendance: Consortium Members			
Karen Valenzuela – Thurston County	X	Stephen Buxbaum	X
Ron Lawson – Lacey	X	Dennis McVey– Rainier	X
Neil McClanahan – Tumwater	X	Robert Scribner – Tenino	X
Mike McGowan – Yelm	X	Vacancy - Bucoda	
Other Attendees			
Gary Aden	Jan Naughton	Theresa Slusher	
Tom Hide	Bob Ricks	Don Sloma	
Danny Kaden	Emmie San Nicolas <i>*Minute Taker</i>	Trudy Soucoup	
Paul Knox	Anna Schlect	Vera Williams	
Bree Lafreniere	Dae Shogren		
Welcome and Introductions			
Chairman McGowan called the meeting to order at 11:05AM. Introductions followed.			
Approval of Agenda for December 10th, 2012			
ACTION: A motion was made by Commissioner Valenzuela to amend the agenda with the following additions. The motion was seconded to approve the amended the 12/10/12 Meeting Agenda. Motion passes unanimously.			
Public Comments/Announcements			
<ul style="list-style-type: none"> • UNITED WAY: Paul Knox announced that a RFP for \$103,000 for emergency food and shelter program dollars is currently available with an application deadline of Friday, December 14th, 2012. Funding comes from FEMA and managed by United Way. To apply, visit: www.unitedway-thurston.org/ • POINT-IN-TIME (PIT): Theresa Slusher reported a PIT Homeless event is scheduled for January 24th, 2013. In addition, plans for a Homeless Connect” event is underway to be located at the First Christian Church. The event is being held to connect homeless residence with community services. More information will be shared when available. 			
Approval of Minutes for November 19th, 2012			
ACTION: A motion was made by Councilmember Lawson and seconded to approve the 11/19/12 Meeting Minutes with one (1) correction. Motion passes unanimously.			
CORRECTION/ADDITION: The request to remove Andrea Fowler as a member of the Consortium. Ms. Fowler is no longer a councilmember with the Town of Bucoda.			
Review of Financial Report			
Gary Aden provided a budget forecast on the financial activity reports for Administration, and the Affordable Housing and Homeless program revenues, expenditures, collections, and the availability of funds for the current year. Information also included all activities and contracts that are current in 2012.			
Member briefly discussed changes in earmarks for Program Year 2012 suggesting subtracting earmark amounts to accurately show what is available and considered obligated/unobligated. This would show a more accurate reflection of the amounts available. Also, a separate document listing of Federal HOME dollars that includes IDIS balance, expenditures, and projects by federal fiscal years would be helpful. Other recommendations included a cash flow analysis.			

Review Calendar HOME Consortium Timeline calendar

Gary Aden reviewed the HOME Consortium timeline calendar covering the periods of December 2012 – February 2013. Upcoming activities: (December) Prepare final draft RFP, Project Compliance Monitoring; (January) Set priorities for Affordable and Homeless Housing RFP, Finalize HOME RFP 2013; Website Changes & Updates; (February) Select RFP Review Committee; RFP process for HEN/CHG/ESG, Release RFPs.

Update on Bucoda Consortium Representative

Gary Aden announced that the Town of Bucoda will be sending the request to replace Andrea Fowler to the Town’s council.

Update: Community Youth Services Shelter Proposal

Dae Shogren & Charles Shelan, Community Youth Services (CYS), provided members the Community Youth Services Shelter proposal and apologized for the delay due to the confirmation of licensing needs. In addition to a brief background and budget information, the proposal included information on the needs, goals, expectations, and staff roles and responsibilities. The main goal is to house the community’s homeless youth with permanent housing. The shelter would serve as be a temporary resolution until permanent housing can be established. The Community Youth Services Shelter to be located at Rosie’s Place is expected to provide safe overnight accommodations for up to ten (10) youth (boys/girls/transgender) between the ages of 18-22 years seven (7) nights a week between the hours of 9:00PM-6:00AM beginning January 1st, 2013 through March 31st, 2013. The shelter will have snacks only. No meal services will be provided. The request of \$42,059 will fund the three (3) month pilot program with Homeless Housing contingency and emergency funds. Ms. Shogren and Mr. Shelan responded to questions in regard to high barrier facility vs. low/medium barrier facility, licensing and liability issues with mixed age groups, the costs to operate the shelter, and how the operation performance will be measured within the three (3) month period. Members agree that coordination with other resources for additional funding would be helpful, and future funding should be applied for through the RFP process. Ms. Shogren announced that she had met with City of Olympia’s Chief Ronnie Roberts to discuss concerns surrounding the safety and support of the shelter, and will be visiting a youth shelter in Seattle that provides overnight shelter to observe their operations and the challenges they currently face, as well as successes.

For record purposes, Councilmember McClanahan announced that he will be abstaining from any votes that are to be made related to the recommendations for the CYS budget as his spouse is employed by Community Youth Services. Mr. Aden reported that a contract is currently in process.

Update: YWCA

Bree Lafreniere, YWCA was in attendance as she was invited to the meeting to discuss the possibility of funding for the YWCA. Chairman McGowan announced that a HOME task force is currently being assembled to review the current funding process and reported that there are currently no unobligated funds available to fund the YWCA request. Funding should be requested during the next RFP process. Also, for clarification purposes, a brief discussion followed explaining the contingency plan to fund immediate services like the Cold Weather Shelter.

CHG/ESG/HEN Review and Status

Gary Aden reported that amendments will be sent out to the five (5) providers. Additional resources will be shared when available and further discussion will take place in January.

Homeless Services Coordinator Report

Theresa Slusher reported that she is putting a lot of effort into the Homeless Connect event coordinating with local agencies to be on location to provide services (blood pressure checks, wound care, etc.) as incentives to attract those from encampments and downtown areas to the event. Work on the Point-In-Time Count with Anna Schlect continues. Ms. Slusher also reported that she has completed the gaps analysis and had presented the information to the HCAC members, and eventually to stakeholders. A draft of the analysis has been sent to consortium members. If members have any questions or would like to discuss the report, please contact Theresa.

Cold Weather Emergency Shelter Contracts and Amendments

Gary reported there is one (1) amendment moving forward and a new contract is in process effective January 1, 2013. The requested changes to the current Cold Weather Emergency Shelter contract between the County and the Salvation Army specifically includes a change to trigger the cold weather declaration time from 1:00PM to 10:00AM and an increase in temperature to thirty-eight (38) degrees. The change in temperature will require additional funding for eight (8) days. The contract currently ends on December 31, 2012. The amendment will add \$3,072 to the cost of the services. The new contract period is from January 1, 2013 through April 30, 2013. The Emergency Cold Weather Shelter will serve twenty (25) men and four (4) women including supervision and appropriate services through the Salvation Army.

Also, Theresa Slusher mentioned that she is currently working on the expanded notification list as requested by the consortium.

Housing Citizen Advisory Committee (HCAC) Report

Paul Knox, HCAC Chair, announced Trudy Soucoup as the newest member of the Home Citizen Advisory Committee (HCAC). The committee is currently recruiting members from mental health, worksource, emergency services, etc. Mr. Knox reported that the committee reviewed data sets and charts from the HMIS Dashboard during their most recent meeting on November 29th, and further explained how the data sets will be most helpful when filling the gaps in our community. He also applauded Theresa Slusher for her work on the gaps analysis that provided interesting numbers that proves current challenges and the need for stronger outreach.

Chairman McGowan requested a list of names currently serving as a HCAC member.

Additional Public Comments/Announcements

- **Salmon Run - Jan Naughton:** Jan Naughton reported that Salmon Run is close to 40% leased. The goal is seventy-five percent (75%) leased by December 31, 2012. Process and background checks are conducted. Theresa Slusher shared that the Housing Authority of Thurston County's waiting list for Yelm housing could be a resource to help reach goal.
- **SAVE THE DATE-January 24th, 2013:** Point-In-Time Homeless Census – Location: 1st Christian Church; 701 Franklin St. (Downtown Olympia). Featuring: Project Homless Connect. To volunteer or for more information, contact Anna Schlect, Census Coordinator at (360) 753-8183.

Next Meeting

Monday, December 10, 2012 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC
Meeting Agenda: Combined Funding Group Conversation (CDBG, HSRC, HOME, etc.) (Don Krupp); ESG/HEN/CHG (Gary Aden); Election of 2013 Officers

Meeting Adjourned at 12:50PM