

**Thurston County HOME Consortium
MEETING MINUTES
May 12, 2014 11:00 AM-1:00 PM
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	Cheryl Selby <i>(Alternate for Jeannine Roe)</i>	Olympia	X
Virgil Clarkson	Lacey		Charmayne Garrison <i>(Alternate for Dennis McVey)</i>	Rainier	X
Neil McClanahan (Chair)	Tumwater	X	Craig Lester	Tenino	X
Mike McGowan	Yelm	X	<i>Vacant</i>	<i>Bucoda</i>	
Other Attendees					
Linda Abell	Bonnie Hill		Charles Shelan		
Gary Aden	Meg Martin		Schelli Slaughter		
Curt Andino	Heather Moore		Don Sloma		
Robin Campbell	Phil Owen		Theresa Slusher		
Kathy Cooper	Tim Ransom		Tammie Smith		
Chrisma Crumpton	Bob Ricks		Trudy Soucoup		
Danny Kadden	Anna Schlecht		Amanda Lehr *Minute Taker		
Danille Kettel	Dan Schnabel				
Diane Harris	Jill Severn				
Welcome and Introductions					
The meeting was called to order by Chairman McClanahan at 11:03 AM. Introductions followed.					
Public Comments/Announcements					
<ul style="list-style-type: none"> • None. 					
Approval of Agenda for May 12, 2014					
Commissioner Valenzuela requested to amend the agenda to move the People’s House Update item above the 11:20 AM agenda item, making it the first topic of discussion.					
ACTION: A motion was made by Commissioner Valenzuela and seconded by Councilmember Lester to approve the agenda for May 12, 2014 as amended. Motion passed unanimously.					
Approval of Minutes for April 14, 2014					
ACTION: A motion was made by Commissioner Valenzuela and was seconded by Councilmember Lester to approve the Meeting Minutes for April 14, 2014 as written. Discussion followed. Motion passed unanimously.					
Review of Financial Report - Gary Aden					
Gary Aden reported that agencies have been billing consistently through March 2014. The HOME Consortium is currently facing a budget challenge. Commissioner Valenzuela noted that this topic will be discussed in a future agenda item, and mentioned that document recording fees are showing a significant reduction in collections. Mr. Aden reported that the County Auditor’s review of the circumstances determined that refinanced mortgages are not being recorded on deeds of trust, thereby resulting in much lower recording fees collected. Chairman McClanahan noted that there is a seeming increase in construction in surrounding areas. Mr. Aden clarified that new housing construction has increased, but that they are not significant enough due to there not being a deed of trust until the house is sold. A large portion of current construction is commercial, not residential, and will therefore not generate as many deeds of trust as residential units. Robin Campbell, Thurston County Budget Manager, stated that the permitting fees associated with construction are different than recording fees.					
Review HOME Consortium Timeline Calendar - Gary Aden					
Gary Aden reported that for May, there will be an update on the Point-in-Time (PIT) Count and Homeless Connect Event (HCE), the HOME Consortium Request for Proposals (RFP) went to review committee meetings for deliberation, staff is to conduct contract compliance for federal programs, and the FY 2014 Annual Action Plan is to be finalized and adopted by the Board of County Commissioners in June. The action plan will be finalized by early July and sent to the U.S. Department					

of Housing and Urban Development (HUD) by July 15, 2014.

PEOPLE'S HOUSE UPDATE - Consortium

Danny Kadden thanked the Consortium, and appreciates being given time to update them on the People's House. Meg Martin reported that Interfaith Works is currently negotiating with First Christian Church in downtown Olympia about using their space to house the People's House. The church has a committee that will make a decision on this proposal. Ms. Martin stated that Interfaith Works will be contracting with a consultant from Portland to complete a comprehensive management plan and operations manual. The church is a willing partner and shares their mission. The current shelter housed there will be vacating on July 1st. Commissioner Valenzuela thanked Interfaith Works, and noted that standing up a shelter in a church is much easier than doing so independently, and further noted that difficult decisions will need to be made in the next agenda item. Commissioner Valenzuela posed the question: Does Interfaith Works expect this next step to require all of the previously allocated funds? Danny Kadden stated that the location is highly suitable, and greater efficiencies and potential savings are expected. Ms. Martin added that they had budgeted for a much higher monthly rent, which is expected to be greatly reduced at First Christian Church. Councilmember Selby asked if outreach has been done to the neighbors around the church. Ms. Martin replied that the information has not gone public yet and wants to be sensitive to the church's decision-making process; it is still early in the negotiation process.

Theresa Slusher asked if their program will be scaling back or not in terms of number of beds. Ms. Martin answered that they are unsure at this point. They expect to have a higher occupancy than the women's shelter's twenty-eight (28) beds, but they may have to scale back from the previously anticipated forty (40) beds. Anna Schlecht expressed concern over this kind of public release of this information without doing outreach to the neighbors, and suggested letting neighbors know before they hear it second-hand. Ms. Martin acknowledged this and stated that this will be considered. Mr. Kadden stated that Interfaith Works is using discretionary funds from contributions to the agency to hire the consultant.

REVIEW COMMITTEE FY 2014 FUNDING RECOMMENDATIONS - Consortium

Commissioner Valenzuela introduced the topic, as she was on the review committee. There is a significant shortfall in revenues for Affordable (2060) and Homeless (2163) Housing funding. Robin Campbell explained that in the past, housing fees were collected and the funding amount going out for RFP was known. Recently, the Consortium changed this to be a forecast of future funding availability. The forecast for this current year was that \$1.6 million in revenue would be collected. However, since October 2013, there has been a steady dive in fees collected. After discussing this with the County Auditor and the State Department of Commerce, it is clear that it is a trend towards a thirty percent (30%) decrease. Comparing April of 2013 to April of 2014, there was approximately fifty (50%) less in collections for 2014. The housing fund and general fund are approximately forty percent (40%) less than last year, and the trend is continuing down. Gary Aden explained that there was a federal program called Quantitative Easing (QE), which allowed for an infusion of cash into the real estate market allowing interest rates to decrease and allow for refinancing. The program lasted three (3) years, ending in September 2013; the decrease is due to a lack of refinancing. Ms. Campbell stated that there is also a tightening of the housing stock; home sales are on a downward trend, which affects the recording fees. Collections have not been this low since 2002. For this and next year, the amount of funding available for contracts should be reduced by approximately \$400,000 per year. There are options how to do that, but it will have to equal \$800,000 over the two (2) program years.

Commissioner Valenzuela stated that the review committee developed three (3) options for how to spread the funding reduction over the current and next year's contracts, as detailed in the attachment. The amount available for HOME Investment Partnership Program (HOME) funding is approximately \$671,000 for three (3) agencies: Catholic Community Services (Devoe II), Habitat for Humanity (Woods Glen), Housing Authority of Thurston County (Rehabilitation), and Homes First! (Rental housing). Those four (4) projects are not included in the options provided. The three (3) options to consider today are to decide whether to use the current and subsequent program year to spread the hit evenly or unevenly, and by how much. Option one (1) takes \$200,000 from the current year contracts and \$600,000 from the next year's contracts; option two (2) takes \$300,000 from the current year contracts and \$500,000 from the next year's contracts, and option three (3) takes \$400,000 out of both year's contracts.

Theresa Slusher clarified with Ms. Campbell that the \$500,000 contingency fund needs to remain in order to address cash flow. There is a contingency set aside of approximately \$75,000 that can be used. Councilmember McGowan stated that none of the options are great, but they are the best the committee could come up with. Commissioner Valenzuela noted that this information came up very late, and that the HOME Citizen Advisory Committee (HCAC) has not had an opportunity to look at and discuss the impact this will have on the agencies. Commissioner Valenzuela further noted that the HOME funding can be addressed separately; the FY 2014 Annual Action Plan must be submitted to HUD and it relies on the Consortium making a decision about HOME funding. Mr. Aden clarified that the Emergency Solutions Grant (ESG) funding is a part of these recommendations and that it is not a part of the report to HUD. It was suggested that the two

(2) current projects that are unspent, along with the contingency funds, be repurposed to ease the hit.

ACTION: A motion was made by Commissioner Valenzuela and was seconded by Councilmember McGowan to recommend the following four (4) projects with HOME funding to the Board of County Commissioners for approval: \$200,000 to Catholic Community Services, \$75,000 to Habitat for Humanity, \$241,278 to Homes First!, and \$175,000 Housing Authority of Thurston County. Discussion: it was clarified that decisions on the ESG, 2060, and 2163 funding could wait until the end of July 2014 to make a decision. The motion passed unanimously.

Commissioner Valenzuela stated that members of the HCAC are asked to discuss this issue with service providers; the Consortium would like as much feedback as possible on how to move forward.

DISCUSSION OF HOME CONSORTIUM RETREAT - Gary Aden, Consortium

Commissioner Valenzuela spoke about the fact that the Consortium has been trying to have an annual retreat, with the goal of dedicating time to work on the system we are trying to build and to look ahead. As an alternative this year the suggestion was made to combine the retreat with site visits and tours of projects such as Woods Glen, Family Support Center, Quixote Village, Homes First projects, etc. Jill Severn suggested that Quixote Village could host lunch. Consortium members are interested in both a retreat and tour of projects but may want to do them on separate days. Commissioner Valenzuela suggested members give the topic further thought and discuss at the next meeting.

UPDATE POINT-IN-TIME COUNT & HOMELESS CONNECT EVENT- Anna Schlecht, Consortium

Anna Schlecht presented the final 2014 Point in Time Homeless Census and thanked those who helped with making corrections. A special subsection was added to the addendum which includes a report on the methodology used. The entire report will be posted on the county web site while paper copies were distributed to members along with a "fact pack" including actual counts, subsets of homelessness and trends. Key data includes the following reported numbers: 134 chronically homeless (those with difficulty complying with shelter and housing rules), 113 identified as domestic violence victims, 195 are homeless family members, 141 reported as mentally ill and 263 reported as unsheltered. Responding to a request from Gary Aden, Ms. Schlecht created a broad brushed housing cost calculator to include in the report. (See page 40). The intent was to get some perspective on the cost factors of housing and how large the problem is. For example, faith based shelter is very inexpensive and costs about \$7 per night but offers little in the way of services or case management however, inpatient psychiatric care for the mentally ill costs \$2500 per night resulting in many of those being released before they are ready.

Ms. Schlecht has received requests for additional data sorts and will do them as staff time permits. Ms. Slusher has an interest in additional data as well and offered her assistance to work through the struggles with the HMIS system.

Ms. Schlecht reported that the Point in Time 2015 and 2014 Homeless Connect Events (HCE) while very successful cost the City of Olympia double what was allocated. She was grateful for the many volunteers that made it possible. The urban hub event was held downtown where 90% of shelter beds are located. The December 7 event attracted 350 people and the site served as an all day warming shelter on what was an unusually cold day. A smaller event held at the First Christian Church served fewer people as did a small event in the Yelm/Rainier area. A report with more details will be available at a later date and distributed through the Consortium mailing list.

The 2015 HCE contract will be available for consideration by the Consortium. The original proposal is for \$6000 but

Ms. Schlecht is requesting an additional \$500 for a total of \$6500. Mr. McGowan is in favor of the additional funding if at all possible. Mr. Aden will review the contract for information about where the funds come from. The proposal from City of Olympia will be decided at the next meeting. Once the contract is approved interns will begin soliciting for necessary commodities for distribution at the event.

The Consortium has requested more support for rural areas however levels of support need to be proportionate to where the majority of homeless are located which is the urban hub. Ms. Selby asked for more information about history of the event which Anna provided. Going forward both events - the HCE and census - will take place on the same day which will maximize efforts. The plan is for three events: Olympia urban hub, Yelm/Rainier hub and Tenino/Bucoda hub with an expected date between the last Thursday and end of January 2015. Ms. Schlecht is considering the use of the Olympia Community Center and would like to schedule the event on a Saturday to increase participation. Mr. McGowan mentioned that for Yelm having the event on a day when the food bank is open would attract more people. He asked if the rural events would take place on the same day and Ms. Schlecht replied that they could however she will consult with those communities to see which dates work best.

HCAC MEMBER RECRUITMENT - Schelli Slaughter, Theresa Slusher, Consortium

Theresa Slusher explained the membership process and the packet which was included. The application is brief and asks for professional affiliations and any possible conflicts of interest. Once applications are reviewed by the HCAC Chair the applications are set for review by the Executive Committee at the next meeting.

Ms. Schelli noted that individuals and not agencies are approved as members. She asked the Consortium to approve the following five applicants for membership: Danny Kadden of Interfaith Works, Diane Harris of Community Action Council, Heather Moore of Capital Recovery Center, Danille Kettel of Community Youth Services, and Tammie Smith from the Housing Authority of Thurston County.

Commissioner Valenzuela asked for clarification about the names listed under the category "Friends of HCAC" and if they were voting members. Ms. Slusher stated that some are official members who did not fit into one of the categories developed by the Consortium. Ms. Schelli explained that others are occasional attendees with an interest but are not voting members. Discussion followed about placing current members into categories. Ms. Schelli will update the list.

ACTION: Ms. Garrison made a motion and seconded by Commissioner Valenzuela to approve the membership of the five HCAC members above. Motion approved unanimously.

Councilmember McGowan asked about the 2 members from Yelm Community Services have been participating and it was reported that their attendance has tapered off over the last 6 months. Mr. McGowan would like to increase representation in the rural areas and suggested contacting the Nisqually Valley News with the topic in the hopes of finding interested parties. Ms. Schelli assured the group that recruitment is active, ongoing and a regular agenda item. She encourages members to invite interested people to attend an HCAC meeting. She also suggested the idea of occasionally having meetings in a location that would make it easier for those in the rural area to attend. Ms. Slusher added that applications for anyone interested in membership can be obtained by contacting staff.

Ms. Slusher reported she has recruited a banker and hopes to meet other possible recruits at the Homeless Summit. She would also like to recruit the Quixote Village resident who submitted a recent op-ed piece.

HCAC Report - Schelli Slaughter, Vice-Chair

Ms. Schelli reported on the April 17th meeting in which membership recommendations were made and HCAC priorities were discussed. Recently there have been conversations about the focus and role of the HCAC regarding homelessness and affordable housing. The HCAC would like to continue working with Thurston Thrives and the Housing Action Team with their focus on these issues and ensure that affordable housing and homeless issues are equally addressed. Goals can be met by supporting each other's projects and working together.

Homeless Coordinator Monthly Report - Theresa Slusher, Homeless Coordinator

Ms. Slusher reported that the Ten Year Plan Update 2014 will be reviewed by the HCAC and will come to the Consortium next month for adoption. Will prepare a copy to be sent when the meeting packet goes out. With the current situation a strategy to leverage funding is going to be key going forward. She is also exploring the idea of creating a speakers tour made up of members of the HCAC to make rounds to tribes, service groups and local jurisdictions to request assistance.

Additional Public Comments/Announcements

- Councilmember McGowan: Encouraged Consortium members to read the communications that were distributed in the packet.
- Commissioner Valenzuela: Thanked Mr. Andino for his op-ed piece on Thurston Thrives.
- Slusher: Mentioned a moving op-ed piece from a Quixote Village resident.

Next Meeting

Monday, June 9, 2014 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC

Meeting Agenda: People's House Update, 2060/2163/ESG Funding Decisions, HOME Consortium Annual Retreat, Point-in-Time Count and Homeless Connect Event proposal from the City of Olympia, Ten-Year-Plan Update.

Meeting Adjourned at 12:57 PM