Community Investment Partnership (CIP) – Meeting Minutes  
October 8, 2018  1:00 PM - 3:00 PM

Committee Members in Attendance:

<table>
<thead>
<tr>
<th>Committee Member</th>
<th>Organization</th>
<th>Attended</th>
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<tbody>
<tr>
<td>John Hutchings</td>
<td>Thurston County</td>
<td>X</td>
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<tr>
<td>Joan Cathey</td>
<td>City of Tumwater</td>
<td>X</td>
</tr>
<tr>
<td>Renata Rollins</td>
<td>City of Olympia</td>
<td>X</td>
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<tr>
<td>Carolyn Cox</td>
<td>City of Lacey</td>
<td>X</td>
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<tr>
<td>John O’Callaghan</td>
<td>City of Tenino</td>
<td>X</td>
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<td>Robert Shaw</td>
<td>City of Rainer</td>
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<tr>
<td>Alan Vanell</td>
<td>Town of Bucoda</td>
<td>X</td>
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<td>JW Foster</td>
<td>City of Yelm</td>
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<tr>
<td>Faith Trimble</td>
<td>United Way</td>
<td>X</td>
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<td>Ron Bruchet</td>
<td>United Way</td>
<td>X</td>
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<tr>
<td>Chris Wells</td>
<td>United Way</td>
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- Commissioner Bud Blake, Thurston County
- Schelli Slaughter, Director Thurston County Public Health and Social Services
- Elizabeth Petrich, Thurston County Deputy Prosecuting Attorney
- Meghan Goldenberger, Together!
- Gary Aden, Thurston County PHSS

Welcome

The meeting began at 1:00 pm. The minutes from the September 2018 meeting were approved. The agenda was approved.

Discussion on Funding Process for Housing Dollars in 2019

Co-Chair John Hutchings, invited Commissioner Blake and Schelli Slaughter to the table to discuss the process that will be used to allocate housing funds in 2019.

Schelli indicated that the process has not been finalized, but the expectation is that the review process will be determined by October or November. Discussions are occurring with the city and county managers or other elected representatives to work out the details of the review process. She stated that she hopes that the new process will leverage existing resources, such as Thurston Thrives, and not create something new from scratch.
As part of the discussion, Schelli indicated that the Housing Action Team (HAT) does have a role in establishing priorities for housing funds, particularly as they are articulated through the 5-Year Homeless Housing Plan, which was approved by County Commissioners earlier in 2018. The HAT does not have a role in making funding decisions. She also indicated that the County has priorities for these housing resources that come through different funding sources, such as the Department of Commerce or the U.S. Department of Housing and Urban Development which the County takes into consideration when making awards.

The group engaged in a discussion about the desire and need to have some coordination and communication between the CIP and Housing process, in particular around clarifying potential gaps between “basic needs” and “housing services” so applicants know where to apply for funds and funders know what types of services are “in” or “out” of their purview.

For example, when discussing possible gaps or grey areas of overlap, the group discussed utility allowances, which are not called out in the 5-Year Homeless Plan. In addition, rental or emergency housing assistance for low-income sheltered families is generally not an activity that is funded under the Homeless and Affordable Housing RFP. Schelli noted that the HAT would be having a priorities discussion in November and encouraged CIP members to attend and contribute to the priority-setting discussion.

When the process for allocating the housing funds are finalized, Commissioner Blake and Schelli are happy to return to the CIP to update the group on the process.

The group discussed the United Way’s Results Based Accountability (RBA) upcoming training and how the United Way will use RBA as its framework for making investments. There was discussion around whether it may be confusing for non-profits to navigate multiple funding applications. Faith noted that one of the original purposes of the CIP was to take a system-level view of funding in the community and consolidate processes. She expressed concern as the HHSC and United Way move forward with a new approach that we lose some of the streamlining of systems and leveraging of funds. Chris stated that United Way is meeting with lots of different funders and is working to ensure that funders better coordinate and understand they different priorities of different funders.

Faith asked Schelli if the HAT would be willing to utilize the RBA process as it sets its priorities. Schelli noted that the County will participate in the RBA training and that there are several county funding processes that may want to consider RBA.

Alan, citing the limited capacity of towns and small cities, such as Bucoda, asked how his town and its residents can effectively tap into these housing resources. The group discussed different suggestions, including holding a workshop for south county residents, as well as encouraging the him to engage in the upcoming Community Development Block Grant (CDBG) funding allocation process.
Preliminary Planning for the 2019 Funding Cycle

Gary provided an overview of the calendar for the next several months regarding the funding process. He also noted the change in the November meeting to November 19th, to account for Veteran’s Day.

Elizabeth Petrich provided an overview of the current voting structure of the HHSC Interlocal Agreement and the MOU between the HHSC and United Way. She stated that under the current Interlocal Agreement, no changes are needed, as long as the South County cities and town continue to participate by contributing ⅜ of 1 percent of sales tax revenue to the HHSC.

Joan clarified that while no change may be required, other changes may be possible, if cities want to propose changes to the Interlocal Agreement.

The group then moved into a discussion of Basic Needs. The definition of basis needs, as defined in the 2018 RFP, were “Programs that meet the basic needs of at-risk populations. For the CIP, basic human needs (other than housing), include:

1. Access to services (e.g. transportation)
2. Food and meals
3. Child care
4. Utility assistance
5. Personal hygiene
6. Emergency needs"

Joan commented that she felt that two categories, access to services and emergency needs, were too broad and should be more clearly defined. Chris added that she thought most emergency needs could be covered by food, utility assistance, and rent/shelter assistance. She stated that she was concerned with situations in which there is an urgent problem that if not solved would expand into a more complicated and expensive problem for the individual or household to resolve.

Faith noted that staff were asked to provide a 1-2 sentence description of these basic needs categories with examples of what had been funded in the past. While this was to be provided in January, she asked if staff could provide this description for the November meeting.

Ron asked that given the relatively small amount of funding available, should the CIP define the problem it wants to solve and identify the specific organizations it wants to fund, rather than going through an RFP process that takes a lot of time and effort for a small amount of money to distribute.

Commissioner Hutchings stated that he did not want to make decisions on funding without an open, competitive process. Chris agreed and stated that no organization covers all the populations throughout the County that we want to cover and they would potentially miss innovative programs.
Faith proposed the idea that if the CIP wanted to focus basic needs on food, shelter and utilities (and access and hygiene, which was added later in the conversation), she suggested that the CIP ask the HAT to match the amount of funds the CIP was putting toward this effort to be used for rent and utility assistance. The CIP funds would focus on food, access and hygiene, while the HAT would dedicate $160,000 for rent and utility assistance for low income sheltered households. The group discussed this idea, including whether the HAT and CIP funds would go into “one pot” or if the HAT would just recommend that a portion of the housing funds so to this purpose.

Commissioner Hutchings stated that he would speak to Schelli about this idea in advance of the November HAT meeting.

The group then began a discussion of Thurston Thrives and the changing role of the Coordinating Council. After some discussion about the Coordinating Council, the group requested that Gary invite Krosbie Carter of Thurston Thrives to make a presentation to the group at its November meeting.

New Business

John O’Callahan raised a concern about an issue that arose in his professional relationship with Community Action Council. Gary was asked to speak to Elizabeth Petrich to review the conflict of interest policy in the HHSC Interlocal Agreement and CIP MOU.

**ADJOURN:**

The meeting adjourned at 3:03pm.

**Next CIP Meeting:**
November 19, 2018
1:00 pm to 3:00 pm
Conference Room 280