

Thurston County HOME Consortium  
 Meeting Minutes  
 January 9, 2012 11:00AM-1:00PM  
 Thurston County Public Health & Social Services Department 107ABC  
 412 Lilly Rd NE, Olympia WA

In Attendance: Consortium Members			
Karen Valenzuela – Thurston County	X	Steve Buxbaum – Olympia	X
Ron Lawson – Lacey	X	Rick Succow – Rainier	
Neil McClanahan – Tumwater	X	Dawna Kelley Donohue – Tenino	X
Mike McGowan – Yelm		Andrea Fowler – Bucoda	
Other Attendees See Sign In Sheet			
Curt Andino		Jan Naughton	
Dwight Edwards		Emmie San Nicolas (Notetaker)	
Mark Freedman		Anna Schlecht	
Major William Lum		Carmel Shields	
Maureen McLemore		Trudy Soucoup	
Welcome and Introductions			
Consortium Vice-Chair, Neil McClanahan, called the meeting to order at 11:06AM. Introductions followed.			
Approval of Agenda			
A motion was made by Commissioner Valenzuela to approve the 01/09/12 HOME Consortium Meeting Agenda as written. The motion was seconded, approved, and passes unanimously.			
Public Comments/Announcements			
<ul style="list-style-type: none"> <li> <b>SALVATION ARMY-Cold Weather Shelter: Major Bill Lum</b> - Salvation Army has attempted to be responsive to the closure of Occupy Olympia and those who are homeless by opening its Cold Weather Shelter regardless of the temperature. The shelter has been under operation since the 15th of December and has been open every night. Major Lum thanked the consortium and participants for their efforts to ensure that the shelter was available for our homeless community. While initially being opened to respond to what was considered a crisis/emergency, Major Lum proposed closing the shelter and go back to the original criteria. He provided several reasons for his proposal mentioning the response was intended not to be permanent and the need is diminishing. At first 100% of the requests for the overflow came from those at Occupy Olympia. Today, 1-2% of the requests are from Occupy Olympia. Second, to continue to stay open to serve just a few is putting a significant strain on limited resources. The shelter has already exceeded the anticipated number of nights it would be utilized. The response has also affected its accountability to NCPR non compliance. The request is to phase out this portion of the shelter to begin as early as Tuesday evening. The Major is proposing to go back to the original criteria for cold weather.           </li> </ul> <p>Members agree and accepts Major Lum's proposal to close the Salvation Army's Cold Weather Shelter and go back to the original criteria.</p>			
Approval of Minutes			
A motion was made by Councilmember Lawson and seconded to approve the 12/12/11 Meeting Minutes as written. Motion passes unanimously.			
Review of Financial Report			
<p>Dwight Edwards provided updated financial activity reports for Administration, and the Affordable Housing and Homeless programs noting that the Surcharge Summaries report show that 32% of surcharges have so far been received in the new fiscal year.</p> <p>Mark Freedman announced that as a follow-up to last month's discussion in regard to the request to simplify the financial report into an easier to read document the Public Health and Social Services department's fiscal staff will</p>			

present a new financial report next month. A request was made to ensure that the new version reports on emergency funds available to date.

#### **Review Calendar for Draft January-December 2012**

Dwight briefly reviewed the 2012 Timeline. Sections were highlighted pertaining to FY 2012 eligible activities by fund source. Councilmember Buxbaum addressed the documented RFP schedule and identified that a timeline to allow for a needs assessment should drive the Action Plan, not the RFP. The needs assessment would determine resource allocation by the Consolidated Plan activities, housing priorities, and goals necessary to complete the Action Plan. He further suggested dovetailing to recording fee dollars and separating out activities might be helpful.

Chairman McClanahan announced Dwight's plan to retire at the end of February. Dwight shared that his plans to retire might be extended due to the transition of Housing staff and the new Homeless Coordinator once the position is filled. Mark Freedman reported that internal discussion has begun with the Sherri McDonald, Department Director, in regard to the vacated position(s) in the Housing Program. Discussion included determining how many FTEs will be needed in the Housing Program with the thought of reassigning duties such as fiscal reports, etc. Mark Freedman will be meeting with staff from HUD and the Department of Commerce to ensure that the department has all the necessary tools and resources to operate.

#### **FY 2012 HOME Allocation Estimate**

Dwight reported that the FY 2012 Home Allocation Estimate report is anticipated to be similar to what was presented last month. As requested by the consortium, the report has been revised to help clarify funding activities and balances for 2012, and indicate whether HOME activities are exceeding targets. He continued to review that the anticipated budget is \$575,000 before pulling out funding for CHODO and for Administration. This is a 30% reduction in funding than what was received in 2011.

#### **Homeless Coordinator RFQ Update**

Mark Freedman announced that the RFQ is now available to the community and interested parties must submit their application by the end of January. Interviews are expected to be conducted in February. The Consortium agrees that the interview panel for the Homeless Coordinator Position consist of the following: three (3) members of the HCAC; the HOME Consortium Chair OR Vice-Chair; and one (1) Housing staff. A total of five (5) interviewers.

#### **Point-In-Time Survey**

Anna Schlecht reported that on Thursday, January 26th the Homeless Census will be conducted. The plan is to create a model for the census that will result in more accurate HMIS data this year. The plan is to host a series of seven (7) forums in 2012 concentrating on the support of HMIS Data Collection and outreach events. The hope is that more homeless will participate by offering tangible benefits such as direct services, food, etc. for their participation. Unfortunately, camp surveys have been unpopular in the past with the homeless and presents a safety risk to participants as a means of conducting the surveys. The priority goal of the survey is to get the majority of data collected entered in the HMIS Software System. Another goal is to promote effort to collect data in Tenino and the Yelm area. There are opportunities for everyone and participation in the census is encouraged.

#### **Citizen Advisory Committee Update**

Jan Naughton, Committee Chair, reported that data was the major topic at their last HCAC Meeting, as well as identifying that there is a need to restructure the committee in order to accommodate the needs and requests of the HOME Consortium. Therefore, HCAC will be moving their normal scheduled meetings to the 3<sup>rd</sup> Thursday of each month from 9:00AM-11:00AM beginning in February. The Executive Meeting will be scheduled shortly after the HOME Consortium meeting in trying to meet the demands for the consortium and be more responsive.

#### **Additional Public Comments/Announcements**

- None

#### **Next Meeting**

**Monday, February , 2011 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC**

Meeting Agenda Topics:

- HOME Program needs assessment
- Homeless Coordinator Update/Report

**Meeting Adjourned at 12:37PM**