

**Thurston County HOME Consortium
MEETING MINUTES
September 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	Nathaniel Jones– Olympia *For Stephen Buxbaum	X
Ron Lawson – Lacey	X	Dennis McVey– Rainier	X
Neil McClanahan – Tumwater	X	Robert Scribner – Tenino	X
Mike McGowan – Yelm	X	Andrea Fowler – Bucoda	
Other Attendees			
Gary Aden	Phil Owen	Theresa Slusher	
Curt Andino	Julie Rodwell	Don Sloma	
Mark Freedman	Emmie San Nicolas *Minute Taker	Trudy Soucoup	
Mayra Hernandez	Anna Schlect		
Paul Knox	Karmel Shields		
Welcome and Introductions			
Chairman McGowan called the meeting to order at 11:04AM. Introductions followed.			
Approval of Agenda			
<i>ACTION: A motion was made by Commissioner Lawson and seconded to approve the 09/10/12 Meeting Agenda as written. Motion passes unanimously.</i>			
Public Comments/Announcements			
<ul style="list-style-type: none"> Out of the Woods – Julie Rodwell: Ms. Rodwell announced that the agency is currently seeking board members. If anyone is interested in becoming a member or learning more about the agency, please contact Julie Rodwell at (360) 491-6354. 			
Approval of Minutes			
<i>ACTION: A motion was made by Councilmember Lawson and seconded to approve the 07/09/12 Meeting Minutes as written. Motion passes unanimously.</i>			
Review of Financial Report			
Mark Freedman provided information on the financial activity reports for Administration, and the Affordable Housing and Homeless programs revenues, expenditures, and collection, as well as recording fees activity to date.			
Review Calendar HOME Consortium Timeline calendar			
Gary Aden reviewed the HOME Consortium timeline calendar covering the periods from September - December 2012. Upcoming activities includes: Execution of project contracts (September); Review of Draft FY2011 CAPER and prepare for 30-day public comment (October); Public Hearing on Draft FY2011 CAPER and submission to HUD (November). The consortium will be reviewing the Consolidated Plan's goals and strategies for the 2012 RFP process at the end of the year.			
Election of Officers			
<i>ACTION: A motion was made by Councilmember Lawson and seconded to table the election of HOME Consortium Officers until February 2013. Motion passes unanimously.</i>			
TBRA - Rental Assistance Award Update			
The consortium requested that staff provide an update on the contract deliverables for the three (3) agencies that were awarded 2012 TBRA funding. Gary Aden reported on the following: Community Youth Service (CYS) reported that services will be available through the end of the August 31, 2013; Family Support Center (FSC)			

reported that TBRA clients will be served until March 2013; and Community Action Council (CAC) would be able to complete their contract through August of 2013 using unexpended Homeless Housing Funds. Staff has been directed to proceed with current contracts. Discussion about obligated funding, potential gaps, and the availability of non-contractual funding will be discussed at a future meeting.

Phil Owen, SideWalk Program Director, shared with members his concerns of the recommended funding for CAC projects, unspent TBRA funds, and reallocating unspent funding. Chairman McGowan requested that Mr. Owen provide members a financial chart that will help narrate funding needs.

YWCA Letter

Gary Aden announced that the YWCA Board of Directors have respectfully declined the consortium recommended allocation of \$10,000 from the Homeless Housing Funding. They further explained that quality services cannot be provided for less than the requested amount of \$38,000 to fund the YWCA of Olympia's day center for homeless women. The YWCA asks that the consortium reconsider for the original amount requested.

Karmel Shields, YWCA Executive Director, was in attendance to provide more information and to answer questions from the consortium.

Emergency Solutions Grant (ESG), Consolidated Homeless Grant (CHG), Housing & Essential Needs (HEN)

Mark Freedman announced that a request from the Thurston County Board of Commissioners was presented to consider a recommendation that the three (3) fund source: Emergency Solutions Grant (ESG), Consolidated Homeless Grant (CHG), Housing and Essential Needs (HEN) become part of the Consortium to manage rather than being controlled by the Commissioner's office. Contracts come from the Department of Commerce and would be managed similar to the recording fees activity, and are also open to specific population once identified.

The HOME Citizen Advisory Committee (HCAC) and staff will compile individual funding information to present to the Consortium so that a decision can be made. Information to include: charts of each funding source, contractual obligations, application deadline, application process (RFP), grant specifics, and available funding.

Consortium/HCAC Joint Retreat - Feedback - Homeless Coordinator Role

Chairman McGowan led an open discussion recapping the events that occurred at the August Consortium & HCAC Joint Retreat and invited members to share feedback. The facilitated retreat offered discussion covering a variety of subjects in which agreements have been made, while some are still pending. Rick Kramer, the facilitator, will be providing members meeting notes and feedback compiled from the retreat.

Housing Citizen Advisory Committee Report

Paul Knox reported that the Advisory members met on September 20th and discussed the following: Homeless restructure idea; RFP process; Ideas of a Fall Forum; Election of Officers in October.

Homeless Services Coordinator Report

A report was made by Theresa Slusher. In addition to attending community workshops and sessions to find a common assessment tool to aid those accessing homeless services, Ms. Slusher is also working with Thurston Regional Planning on grants, homeless section of the Consolidated Plan, Commerce Housing Inventory Chart, current homeless system and a projection of what is needed, and current homeless services and accessibility.

Additional Public Comments/Announcements

- **United Way of Thurston County – Paul Knox:** Mr. Knox announced that United Way has recently been awarded \$103,000 for homeless fees and shelter dollars.

Next Meeting

Monday, October 8th, 2012 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC
Meeting Agenda: Habitat for Humanity; Financial Report-Cash Flow Analysis of program funding; Chart: Cash Analysis for Emergency Solutions Grant (ESG), Consolidated Homeless Grant (CHG), and Housing and Essential Needs(HEN) Chart

Meeting Adjourned at 1:10PM

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