

**Thurston County HOME Consortium
MEETING MINUTES
June 9, 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	Jeannine Roe	Olympia	X
Virgil Clarkson	Lacey		Dennis McVey	Rainier	X
Neil McClanahan (Chair)	Tumwater	X	Craig Lester	Tenino	X
Mike McGowan	Yelm	X	<i>Vacant</i>	<i>Bucoda</i>	
Other Attendees					
Gary Aden	Bonnie Hill		Charles Shelan		
Curt Andino	Heather Moore		Don Sloma		
Kathy Cooper	Kellie Patton		Theresa Slusher		
Danny Kadden	Bob Ricks		Tammie Smith		
Diane Harris	Anna Schlecht		Trudy Soucoup		
Paul Knox	Dan Schnabel		Commissioner Cathy Wolfe		
Tim Ransom	Jill Severn		Linda Abell *Minute Taker		
Welcome and Introductions					
The meeting was called to order by Chairman McClanahan at 11:06 AM. Introductions followed.					
Public Comments/Announcements					
<ul style="list-style-type: none"> None. 					
Approval of Agenda for June 9, 2014					
<ul style="list-style-type: none"> No changes. <p>ACTION: A motion was made by Commissioner Valenzuela and seconded by Councilmember Roe to approve the agenda for June 9, 2014. Motion passed unanimously.</p>					
Approval of Minutes for May 12, 2014					
<ul style="list-style-type: none"> No changes <p>ACTION: A motion was made by Commissioner Valenzuela and was seconded by Councilmember Lester to approve the Meeting Minutes for May 12, 2014 as written. Motion passed unanimously.</p>					
Review of Financial Report - Gary Aden					
<p>Gary Aden reported that agencies have been billing consistently through April 2014 and we are on schedule to spend all monies in the projected expenditure fund. While most agencies are billing on time, there are a few large projects due to come in which have been taken into consideration. Revenue continues to be lower than expected due to the continued reduction in the number recording fees collected. At this point just 55% of our total has been collected which is less than anticipated. Typically 85% would have been collected at this point in the year. The current contract year has about 80 days remaining and ends Aug 31, 2014.</p>					
Review HOME Consortium Timeline Calendar - Gary Aden					
<p>Gary Aden reported that during the month of June, Homeless and Affordable Housing Requests which have been recommended by the Consortium will be presented to the Board of County Commissioners for approval. The HUD Annual Plan 2014 is out for public comment now and will go before the Board of County Commissioners for approval June 24th 2014. The plan will then be finalized and sent to the U.S. Department of Housing and Urban Development (HUD) by July 15, 2014. There will be an update for the Point-in-Time (PIT) Count and Homeless Connect Event (HCE) tentatively scheduled for January 2015. Staff will continue with contract compliance for federal programs throughout the month of June and July. By August they will be in full swing as the contract process continues.</p>					

HCAC FY 2014 FUNDING RECCOMENDATIONS – HCAC & Consortium

Commissioner Valenzuela thanked the HOME Citizens Advisory Committee (HCAC) members for their time in making a difficult funding recommendation. Paul Knox provided a re-cap of the recommendation letter which was sent to member's days earlier. On May 15th, the HCAC came to the decision to choose "Option 1" where a \$200,000 savings will be realized. Funds will be returned from the following: Interfaith Works-The Peoples House (\$102,000), Interfaith Works-SideWalk Rapid Rehousing Program (\$7000) and ESG award funds from Catholic Community Services (\$16,000). In addition, \$75,000 will be used from the 2013 Consortium Contingency Fund. Councilmember Roe thanked those agencies who offered to return unspent funds.

Commissioner Valenzuela asked for confirmation that the Consortium Contingency Funds were indeed from 2013 and not from 2014. Mr. Aden confirmed that the \$75,000 mentioned is from 2013 and that there are additional contingency funds available for both cycles. Because the optimal fund balance is \$150,000 and the economy is still in a downturn, it is essential to continue building the fund back up. The contingency fund will be rebuilt by unspent funding from the 2013 contracts when they end August 31, 2014. Agencies are being asked to under spend where possible and are reminded that there will be no contract extensions.

ACTION: A motion was made by Councilmember McGowan and seconded by Commissioner Valenzuela to approve the recommendation by the HOME Citizens Advisory Committee to choose funding recommendation "Option 1" and to move it forward to the Board of County Commissioners. Motion passed unanimously.

REVIEW COMMITTEE FY 2014 FUNDING RECOMMENDATIONS - Consortium

Included above, no further business.

DISCUSSION OF HOME CONSORTIUM RETREAT - Gary Aden, Consortium

Retreat planning is shaping up as members discussed dates, times and logistics. The one-day event will include a tour of projects, lunch at Quixote Village followed by a retreat at Sequoia Landing. Choosing to schedule this for the regular monthly meeting date made the most sense to members but the next meeting on July 14th does not give ample time for planning the event. The next regular meeting date of August 11th will give staff and members plenty of time to create an itinerary. Councilmember Roe would like to see projects that have not been visited yet and requested a variety of options. Because Permanent Supportive Housing has been a popular topic recently, Don Sloma suggested a visit to Tumwater Gardens or Evergreen Vista apartments, a Thurston County Health Department project. A more detailed plan for the retreat will be presented at the July meeting.

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

Ms. Schlecht requested guidance from the consortium for the Point in Time 2015 and Homeless Connect Events (HCE). Next year's event will need to be scaled down from the previous event which was over budget. Mr. Sloma and Councilmember Roe were interested in hearing about the costlier items needed for the event and learned that rental of the Olympia Center, city staff time and the provision of quality foods were the highest expenditures. Councilmember McGowan requested to see the 2015 expenditures including an estimate of the total costs before the consortium makes a funding decision. Chairman McClanahan suggested that the HCAC might be better suited to work with Ms. Schlecht at working out the details. Mr. Knox agreed and offered to present this topic at the next HCAC meeting. Ms. Schlecht will return to the consortium in July with a proposal.

HUD FY 2014 ANNUAL PLAN

Mr. Aden reported that the FY 2014 HUD Annual Plan identifies 5 projects in the city of Lacey for the CDBG program including three (3) affordable housing and two (2) public service projects. The projects include acquisition of housing by the Housing Authority and Homes First! Another project rehabilitates 3 units owned by Community Youth Services, the service projects include Monarch by Community Action Council and CAMO to Credit to be operated by the South Puget Sound Community College. In addition, the four (4) projects selected earlier by the HOME Consortium identify a total of 9 projects and just over 2 million dollars is represented in the plan. The final plan will be submitted for final approval to the Board of County Commissioners on June 24 and is due to HUD on July 14th, 2014.

A motion was made by Councilmember McVey and seconded by Councilmember Roe to forward the HUD 2014 Annual Plan to the Board of County Commissioners for consideration. Motion passed unanimously.

PEOPLES HOUSE UPDATE

Danny Kadden reported that conversations for locating the Peoples House continue with First Christian Church in Olympia. Information will be shared with the consortium as the process moves along. Interfaith has held conversations with some neighbors, most of which have been industrial. Councilmember McGowan asked about any concerns with code issues. Mr. Kadden responded that he has had informal conversations with people from the city of Olympia who are familiar with code issues and added that since this church was permitted for a shelter 7 years ago he suspects it will be grandfathered in. Councilmember McGowan asked how long the \$300,000 will sustain the Peoples House and Mr. Kadden replied approximately 15 months including the start up costs. He added that Interfaith has an endowment to draw on for specific uses but he is unable to comment publicly about it. Councilmember McGowan asked about a timeline and Mr. Kadden stated that it was highly likely the shelter will be set up before the coming winter. Councilmember Roe voiced concern about the assumption that Peoples House might be grandfathered in and urged Mr. Kadden to have formal conversations with the city before getting too far into the planning process.

Commissioner Wolfe asked for clarification about the hours the site would be open. Mr. Kadden responded that hours would probably be 5pm to early morning and added that this would not be a meal site or a day center. The site will meet basic needs such as toilet, bathing, laundry and sleeping and intends to be a permanent, year round, low barrier shelter. Mr. Shelan pointed out that Olympia currently has 2 day centers; The Union Gospel for adults and Rosie’s Place, both of which are overburdened on a regular basis.

Councilmember Roe requested detailed information that explains the difference between the original proposal and the current plan. She would also like an FAQ sheet so that she is prepared to answer citizen inquiries about the Peoples House. Mr. Kadden agreed to provide the documents.

Homeless Coordinator Monthly Report - Theresa Slusher, Homeless Coordinator

Ms. Slusher explained that she will not move the Ten Year Plan Update 2014 forward until she has additional information. She attended the Conference on Ending Homelessness in Yakima and shared some ideas such as an Affordable Housing Levy and joining the United Homes Campaign. Ms. Slusher is happy to discuss the conference and these topics in more detail if members are interested.

Additional Public Comments/Announcements

Mr. Kadden asked for comments from members who attended the Homeless Summit in May to share their thoughts. Mr. Knox shared that the conversations were well facilitated. The small groups that were formed will be reporting out and he hopes that all involved will continue to reach out and engage other possible partners.

Next Meeting

Monday, JULY 14, 2014 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC

Meeting Agenda:

Meeting Adjourned at 12:57 PM