

Thurston County HOME Consortium
MEETING MINUTES
June 10, 2013 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 | Jim Cooper – Olympia | X |
| Ron Lawson – Lacey | X | Dennis McVey – Rainier | X |
| Neil McClanahan (Chair) – Tumwater | X | Robert Scribner – Tenino | X |
| Mike McGowan – Yelm | X | <i>Vacant – Bucoda</i> | |
| Other Attendees | | | |
| Gary Aden | Jodi Lamoreaux | Bob Ricks | |
| David Bremer | Maureen McLemore | Dan Schnabel | |
| Kathy Cooper | Heather Moore | Schelli Slaughter | |
| Patty Gregory | Montserrat Morales | Anna Schlecht | |
| Bonnie Hill | Jan Naughton | Charles Shelan | |
| Danny Kadden | Phil Owen | Don Sloma | |
| Selena Kilmoyer | Mary Pontarolo | Theresa Slusher | |
| Paul Knox | Tim Ransom | Trudy Soucoup | |
| | Robert Richards | Amanda Lehr <i>*Minute Taker</i> | |
| Welcome and Introductions | | | |
| Chairman McClanahan called the meeting to order at 11:12 AM. Introductions followed. | | | |
| Approval of Agenda for June 10, 2013 | | | |
| <i>ACTION: A motion was made by Councilmember Lawson to approve the 6/10/2013 agenda as written. The motion was seconded by Councilmember McGowan. Motion passes unanimously.</i> | | | |
| Public Comments/Announcements | | | |
| <ul style="list-style-type: none"> • None | | | |
| Approval of Minutes for May 13, 2013 | | | |
| Councilmember Cooper requested that the 5/13/13 minutes be amended to show that he was present for the vote of the last action shown at the top of page three (3). | | | |
| <i>ACTION: A motion was made and was seconded to approve the 5/13/2013 Meeting Minutes as amended by Councilmember Cooper. Motion passes unanimously.</i> | | | |
| Review of Financial Report | | | |
| Gary Aden mentioned the highlighted amounts for emergency and contingency funds on the first page of the financial report, and explained that those dollar amounts have been allocated from the 2013-2014 program year. These amounts are to be reviewed and approved today. It was further explained that for the current program year, the emergency and contingency funds were spend within a six (6) month period, which should be taken into account during the decision making process. Mr. Aden went over the contracts that have ended and those whose contracts are continuing on a monthly basis. Chairman McClanahan thanked Mr. Aden. | | | |
| Review Calendar HOME Consortium Timeline Calendar | | | |
| Gary Aden reviewed the upcoming calendar, covering the periods of June - Aug 2013: (June) - 2060/2163 applications are due June 21 st (a reminder email will be sent out), the Consolidated Plan is open for public comment until July 2 nd . The "Bubble Fund" RFP will be sent out June 17 th . (July) – 2060/2163 project selections will take place and will go before the Consortium for approval to go before the Commissioners. Consolidated Plan public hearing is set for July 2 nd , 2013, which will then go before the Commissioners for approval. "Bubble Fund" RFP applications are due July 19 th . (August) - "Bubble Fund" RFP selections. | | | |

2013-2017 Consolidated Plan - Draft for Public Comment

Chairman McClanahan stated that this Consolidated Plan is to be voted on today by the Consortium members, and that the next Consortium meeting will take place after the July 2nd public hearing on the matter.

Gary Aden stated that this is a requirement of HUD to continue receiving federal funds. Since Olympia and Thurston County are two (2) separate CDBG entitlement areas that have resources in common, they will enter into an Interlocal Agreement to continue receiving HOME funding. The Consolidated Plan includes a Needs Assessment with a series of Strategic Goals for the next five (5) years, with an Action Plan each year. The first year's Action Plan (2013) has already been drafted. This is a first time process, with County and City of Olympia staff working with the State on production of the document. It is currently open for public comment.

Don Sloma stated that the Consolidated Plan looks at needs in terms of housing and community development, with the community needs outstripping services available. The Plan focuses on HOME & CDBG, and looks at all resources within Thurston County, disregarding funding from other counties, PHSS, or private entities. The plan addresses housing and homelessness, especially in terms of Chemical Dependency and Mental Health issues. Housing is a priority for citizens of Thurston County, and Mr. Sloma cited the burden and cost involved on the criminal justice system. Mr. Sloma stated that making housing and homelessness a priority benefits PHSS, criminal justice system, and the health of homeless citizens. Mr. Sloma asked the question: Does the Consolidated Plan set the priorities in a comprehensive manner?

Theresa Slusher addressed data collecting that she has been working on with Kathy Cooper. Agreed with Mr. Sloma's statements, that there is a collective impact on the community, and that improvements can come from housing improvements.

Discussion followed.

Anna Schlect, Phil Owen, and Jim Cooper commented on the City of Olympia, possible improvements, and needs related to the homeless community and its impact on the criminal justice system.

Commissioner Valenzuela agreed with Mr. Sloma's statements, and mentioned that the HOME Consortium would benefit from HCAC recommendations. Given that there are available resources, it would be a helpful exercise for the HCAC to discuss resources to focus on. It was mentioned that the public comment period ends July 2nd, and would like the chairs of both the HOME Consortium and the HCAC to submit written comments, and appear at the public hearing at 5:30 PM on July 2nd. Mr. Aden clarified that comments about the Consolidated Plan can be submitted in writing, by email, or by phone.

Jodi Lamoreaux from the WA State Home and Community Services commented that there is an increased number of elderly in institutions who are being discharged to homelessness. This is not mentioned in the Consolidated Plan, and therefore may not be eligible for funding. Ms. Slusher asked Ms. Lamoreaux for numbers specific to Thurston County, which Ms. Lamoreaux did not have but said she would send to Ms. Slusher. Ms. Slusher mentioned that she is currently forming subcommittees to address similar issues.

Chairman McClanahan requested that the information be given to the HOME Consortium and HCAC group in the form of a report. Chairman McGowan requested more information from Ms. Lamoreaux. She stated that a recent meeting with HUD directed her to the HOME Consortium. Phil Owen mentioned that a lack of resources for permanent supportive housing results in sending more people to the Home and Community Services system. **Chairman McClanahan requested an amendment to the Consolidated Plan, which would result from a meeting with himself, Theresa Slusher, and Paul Knox.**

ACTION: A motion was made by Councilmember McGowan to approve the 2013-2017 Thurston County and Olympia Consolidated Plan as amended with comments during the meeting. The motion was seconded. The motion passed unanimously.

HCAC - Review "Bubble Fund" RFP Priorities

Paul Knox stated that until now, the HCAC had not taken a stand on the "Bubble Fund." During the May 23rd HCAC meeting, they decided to include the top five (5) gaps listed in the Homeless Systems Gaps Analysis as priorities when selecting grants for the "Bubble Fund." Chairman McClanahan mentioned aspects of low barrier and youth shelters that are needed to plug short term gaps. Mr. Knox stated that the others are ongoing needs.

Discussion followed regarding the rural community not being mentioned in the gaps analysis and the possibility of a needs assessment in South County to discover existing gaps. Ms. Slusher was asked if the current data shows a need for services in South County and what assessments are still needed. Ms. Slusher stated that she took a tour of South County, and mentioned that a large number of homeless individuals come from combined households, and that coordinated entry and rapid rehousing are the biggest needs in South County. She also mentioned that any of the gaps mentioned could apply to South County. More discussion followed regarding South County's need.

McClanahan recognized the present need for services in South County, and suggested a meeting with himself, Theresa Slusher, and Paul Knox to address the issue. They will meet before recommendations are solidified.

"Bubble Fund" Priorities - Consortium Discussion and Selection

This topic is related to the previous agenda item. Commissioner Valenzuela mentioned that the top five (5) gaps in the Homeless Systems Gaps Analysis are data driven, and reasonably good with the addition of the South County (rural community). Discussion followed regarding the RFP's one-time funding and what it supports. A comment was made that the priorities were supposed to include Affordable Housing, to which Councilmember Cooper clarified that the HCAC voted to have this RFP specifically address the top five (5) gaps as identified. More discussion followed, and Gary Aden was asked for clarification on what funding is available. Mr. Aden provided the following as a visual for meeting attendees:

| | | | |
|-----------|------------------|---------------------|--|
| \$ | 949,092 | Bubble Fund | <i>*See below for updated funding amounts based on motions that follow.</i> |
| \$ | 130,700 | Contingency funding | |
| \$ | 50,000 | Emergency funding | |
| \$ | 1,129,792 | Total | |

More discussion followed, and Mr. Aden clarified that the above funding amounts would have to be discussed and decided upon at today's meeting.

Emergency & Contingency Fund for 2013-2014 - Decision on Amounts

Following the previous agenda item, the Consortium discussed the contingency and emergency funding amounts that Mr. Aden provided above. It was clarified that if \$50 K in emergency funding and \$130.7 K in contingency funding were set aside, the only place to pull more funding from is the "Bubble Fund." Approximately \$1.1 M is to be allocated today.

ACTION: A motion was made by Commissioner Valenzuela to set aside \$130.7 K for contingency funding. The motion was seconded by Councilmember McVey. Discussion followed. Motion passed unanimously.

ACTION: A motion was made by Councilmember McVey to set aside \$60 K for emergency funding to address cold weather shelter needs. Commissioner Valenzuela seconded the motion. Discussion follows. Motion passed unanimously.

Based on the above motions, the final funding allocation is as follows:

| | | |
|-----------|------------------|---------------------|
| \$ | 939,092 | Bubble Fund |
| \$ | 130,700 | Contingency funding |
| \$ | 60,000 | Emergency funding |
| \$ | 1,129,792 | Total |

2060/2163 and "Bubble Fund" RFP - Review Committee Members

Paul Knox announced that the following HCAC members had volunteered to be on the RFP Review Committee: Paul Knox, Leslie Owen, and Lisa Vatske.

The following HOME Consortium members volunteered to join the Review Committee: Neil McClanahan, Dennis McVey, and Mike McGowan.

Gary Aden reminded everyone that 2060/2163 applications are due June 21st, and the selection committee will meet the first week of July. "Bubble Fund" applications will be sent out on June 17th, are due by July 15th, with selections to be made in August.

HOME Annual Retreat

Item tabled until the July 8th meeting.

Funding Updates

Gary Aden gave a brief update: HEN and ESG were extended by the State by six (6) months, ending on 12/31/13. HOME and CDBG funding amounts were increased due to a final decision made by HUD that differed from the planning estimates. Additional funding for CDBG was awarded to the City of Yelm. Additional funding for HOME was awarded to the Family Support Center.

Homeless Coordinator Report

Theresa Slusher gave her monthly report and mentioned the homeless conference last month. Next work needs to focus on capacity building, and long-term capacity. Coordinated entry continues to be a big need, and is being funded by Commerce, and mandated by HUD to be in place in every County. Ms. Slusher is currently working with Kathy Cooper and Commerce on the data.

HOME Citizens Advisory Committee Update

None

Additional Public Comments/Announcements

- **Councilmember McGowan: Attended the groundbreaking and opening of Quixote Village and Lutheran Church in Yelm.**
- **Chairman McClanahan: Thanked Selena Kilmoyer for her work.**
- **Gary Aden: The "Bubble Fund" RFP will be sent out on June 17th, and are due June 21st for the amount of \$939,092. Decisions will be based on the following priorities: youth shelter, youth bridge program, low barrier shelter, rapid rehousing, and coordinated entry. Review committee will meet the first week of August.**

Next Meeting

Monday, July 8, 2013 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC

Meeting Agenda: Multi-year awards, HOME Annual Retreat

Meeting Adjourned at 1:10 PM