

**Thurston County HOME Consortium
MEETING MINUTES
September 9, 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 (Vice-chair) – Rainier	X
Neil McClanahan (Chair) – Tumwater	X	Robert Scribner – Tenino	X
Mike McGowan – Yelm	X	<i>Vacant – Bucoda</i>	
Other Attendees			
Gary Aden	Heather Moore	Anna Schlecht	
Curt Andino	Phil Owen	Dan Schnabel	
Kathy Cooper	Leslie Owen	Schelli Slaughter	
Diane Harris	Kellie Patton	Don Sloma	
Kenya Johnson	Fia Phillips	Theresa Slusher	
Danny Kadden	Mary Pontarolo	Trudy Soucoup	
Danille Kettel	Charles Shelan	Rachel Thomson	
Selena Kilmoyer	Tim Ransom	Amanda Lehr <i>*Minute Taker</i>	
Chris Lowell	Robin Rudy		
Welcome and Introductions			
Chairman McClanahan called the meeting to order at 11:06 AM. Introductions followed.			
Approval of Agenda			
<i>ACTION: A motion was made by Commissioner Valenzuela to approve the 9/9/13 agenda as written. The motion was seconded by Councilmember Cooper. The motion passed unanimously.</i>			
Public Comments/Announcements			
<ul style="list-style-type: none"> Mary Pontarolo (SafePlace) - Ms. Pontarolo thanked the Consortium members for their time, and gave a brief history of the services that SafePlace provides to the community. With increasing demand for services and an overall loss in funding, SafePlace will have to reduce the number of people served each night. 			
Approval of Minutes for August, 2013			
Councilmember Cooper and Commissioner Valenzuela requested to amend the 8/12/13 meeting minutes as follows: Include recognition of Councilmember McVey as Vice-chair of the Consortium; and to restructure notation of the motion, amendment, discussion, and vote at the top of page five (5). Discussion followed.			
<i>ACTION: A motion was made by Commissioner Valenzuela and was seconded by Councilmember Cooper to approve the 8/12/2013 Meeting Minutes as amended. Motion passed unanimously.</i>			
Review of Financial Report			
Gary Aden noted that the financial report is missing two (2) weeks of billing information due to fiscal staff being on vacation, and requested attendees to keep that in mind. The missing information will be on the closeout report for the year, which will also include the new contracts. Mr. Aden also clarified that the “Bubble Fund” will not be reflected on the next report; it will show contracts that began September 1, 2013.			
Review Calendar HOME Consortium Timeline Calendar			
Gary Aden reviewed the calendar for the upcoming months, and pointed out a suggested date change for the Consortium meeting in November due to the Veterans Day holiday. September: Submittal of CHG grant; wrap up HOME and CDBG for the new program year; 2060/2163 grants have been approved by the Board of County Commissioners (BOCC) and contracts are out to agencies for signature. October: Annual HOME Consortium Retreat will replace the regular Consortium meeting; staff will be collecting data for the FY 2012 CAPER.			

November: The second Monday is Veterans Day, and it was suggested to move the Consortium meeting to the following Monday, November 18, 2013, which will require approval from the Board.

Discussion followed. Commissioner Valenzuela emphasized the importance of the Annual Retreat, to be held from 12:00 to 4:30 PM at the Tilley Road Emergency Management System (EMS) Center. Councilmember McGowan, Councilmember Cooper, and Commissioner Valenzuela discussed the unallocated portion of the 2060/2163 funding source in the amount of approximately \$160,000, and whether it is prudent to discuss whether and in what manner this funding is to be used at the November Consortium meeting.

Chairman McClanahan requested that Mr. Aden put this topic of discussion on the November Consortium agenda, and reminded attendees again about the annual retreat in October.

2060/2163 – Contract Status Update - Gary Aden

Gary Aden reported that the new 2060/2163 contracts began on September 1, 2013, and most will end on August 31, 2014 with the exception of two (2): Sidewalk's contract will end on August 31, 2015, and The People's House will end on December 31, 2014.

News Articles about The People's House - Consortium

Commissioner Valenzuela mentioned that a series of articles have been in The Olympian over the past few weeks since The People's House went public. She also mentioned that several elected officials are being contacted by those who are opposed to and proponents of the shelter. The City of Olympia is convening a meeting later this week to discuss what will happen if the shelter does not pan out by November, and that more will be known about the funding for this project at that time. Councilmember Cooper reiterated Commissioner Valenzuela's comments, and is not happy about the portrayal of this issue in the Consortium packet. Councilmember Lawson commented that the shelter subject has started in Lacey as well; there are concerns in the community.

2014 Draft RFP Schedule - Gary Aden, Consortium

Gary Aden reported that the attached proposed new Request For Proposal (RFP) schedule came after hearing a number of comments regarding the RFP process during the last funding cycle. This schedule would propose putting all RFPs into a single round. At the time the RFP goes out, existing funding sources would be made available and start dates would be triggered by the availability of the revenue source. Sections of the application are specific to different funding sources; agencies would fill out application sections based on their specific project. This topic will also be discussed at the retreat next month. The topic was opened for discussion.

Mr. Aden clarified that this came as a response to feedback from agencies that apply for and hold multiple contracts with the county annually. A consolidated process would cut down the time spent by agencies putting in multiple applications for funding. Mr. Aden confirmed that a consolidated RFP process is going to be a topic of discussion at the annual retreat.

With Health and Human Services Council (HHSC) on the draft RFP schedule, Councilmember Lawson questioned whether the HHSC and HOME Consortium had been merged. Commissioner Valenzuela verified that the HHSC voted to fold itself into the HOME Consortium. It was also verified by the Lacey Mayor that the Lacey HOME Consortium member (Jeff Gadman) would be the HHSC representative. This change will happen in January 2014.

Councilmember Cooper and Commissioner Valenzuela verified that the HHSC merge will be discussed at the annual retreat. Councilmember McGowan clarified that only HHSC members will be able to vote on funding decisions. Councilmember Cooper stated that the HHSC change is very new, and that members still need to decide on a RFP process.

CHG Funding Recommendations from the Review Committee - Gary Aden, Consortium

Gary Aden reported that the Consolidated Homeless Grant (CHG) review committee met on 9/4/13 to review the eleven (11) applications that were received and competing for available funding totaling \$558,000 (two (2) year contracts). The final recommended funding awards are listed on the attachment. The topic was opened for discussion.

Councilmember Cooper requested an explanation of the funding decisions and the shift in the priorities. Commissioner Valenzuela explained from her viewpoint that as a result of the 2060/2163 funding round, shelter and rapid re-housing needs were radically underfunded and the committee looked to use CHG funds for those priorities. Chairman McClanahan recused himself on certain funding recommendations based on affiliations with multiple agencies listed. Councilmember McGowan commented on the change in funding trends from previous years, that compensating gaps in funding from multiple RFP rounds can be problematic, and may need to be examined more closely. This demonstrates a need for a consolidated RFP process. Theresa Slusher commented that the committee struggled to decide on these funding recommendations, the two (2) year allocation was problematic, and that only thirteen percent (13%) of requests were funded in the last two (2) funding rounds.

ACTION: A motion was made by Commissioner Valenzuela to approve the Consolidated Homeless Grant (CHG) awards as recommended by the review committee. Councilmember McVey seconded the motion. Discussion followed. Motion passed unanimously.

HOME Annual Retreat: Subcommittee Report - Commissioner Valenzuela

Commissioner Valenzuela reaffirmed that the annual retreat will be held from 12:00 to 4:30 PM at the Thurston County Public Works campus on Tilley Road at their Emergency Communication Center. Be prompt; lunch will be provided. Welcome attendees are HCAC members, HOME Consortium members, and county staff.

Homeless Coordinator Report - Theresa Slusher

Theresa Slusher reported that she is making connections with the criminal justice system, and is working on issues with jail overpopulation, which overlaps with the chronic homeless population and those who fall through the system. The Justice Council has put homeless connections on the top of their priority list. The Home Citizen Advisory subcommittees have been discussing in-depth issues on coordinated entry and chronic homelessness and how to make sure no one falls through cracks at the coordinated entry points. Ms. Slusher reported that she is working on an update to the ten-year homeless plan, which came under scrutiny in recent articles in the Olympian. Focus will begin to lean towards performance measures instead of benchmarks, and will help frame a plan for approaching the next ten-year plan, which is expected to be completed by March 2014. Ms. Slusher provided an update on the new website www.coordinatethurston.org, where one can create a profile with their own username and password to become a provider of content.

HOME Citizens Advisory Committee Update - Schelli Slaughter (Vice-chair)

Schelli Slaughter (Vice-chair) reported on the HOME Citizens Advisory Committee (HCAC) meeting on behalf of Paul Knox's (Chair) absence. The HCAC met on 8/15/13, where she reported back on the August HOME Consortium meeting and heard from Theresa Slusher about her activities. Kathy Cooper and Theresa Slusher announced that there will be upcoming meetings with providers for contracting information, among other things.

Theresa Slusher mentioned the Housing Inventory Chart (HIC) from Commerce, which describes all homeless and affordable housing programs, needs more information from providers to give a comprehensive picture of Thurston County's homeless housing system. On membership: One (1) member resigned from HCAC (Phil Owen). The HCAC membership structure will be discussed at the retreat. Schelli Slaughter announced that she will be the leader of the Housing Hub for the Asset Building Coalition. Theresa Slusher is a local representative to state groups, and would like another HCAC member to join her. Commissioner Valenzuela requested that HCAC member resignations be reported back to the HOME Consortium members; a conversation needs to be held at the retreat about HCAC membership categories and who can fill the existing gaps. She noticed that the HCAC subcommittees only address the issue of homelessness, but affordable housing needs to be addressed as well.

Schelli Slaughter confirmed that the next HCAC meeting is next Thursday, September 19, 2013 from 1:00 to 3:00 p.m. at PHSS 107ABC. Subcommittee meetings take place on the first Thursday of each month next subcommittee meeting is scheduled for October 3, 2013. Chairman McClanahan plans on attending the next HCAC meeting.

Additional Public Comments/Announcements

- None

Next Meeting

No Meeting In October due to the Annual Retreat

Monday, November 18, 2013 – 11:00AM-1:00PM – Thurston County PHSS Conference Room 107ABC

Meeting Agenda:

Meeting Adjourned at 1:14 PM