



Whatcom County Housing Advisory Committee Meeting Minutes

Meeting Date/Time/Location: September 14, 2006 9:00– 10:30 AM - Courthouse Room # 514

WCHAC Members Present: David Cahill, Gail DeHoog, Laura Derosé, Gary Tomsic, Carole Wells, Sue Parrott, Nancy Larsen, Ronald Buchinski, Paul Schissler, Rebecca Johnson, Michele Hall

WCHAC Members Absent: John Harmon, Sigfried Stillman, Regina Delahunt

Whatcom County Health Depart Staff: Gary Williams, Human Services Division Supervisor, Pat Fisher, Clerk

Also in attendance: Jan Ruiter, Project Hope, New Way Ministries

| Agenda Item | Discussion | Action/Who |
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| 1. Review August 10, 2006 minutes | Correct the spelling of Michele Hall's name and change her title from Clinic Director to Clinical Director. | It was moved, seconded and passed unanimously to approve the August 10, 2006 WCHAC Minutes with the noted corrections. |

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| <p>2. Report on the County Phase II CTED Pilot Planning workgroup</p> | <p>The gathering of information by the grant steering committee on best practices from successful Evidence Based Practice (EBP) communities that are discussed in Agenda item #3, provided information that will be required in the upcoming CTED Homeless Grant Assistance Program (HGAP) RFP application. This research of best practice models supports the systemic changes being proposed for Whatcom County.</p> <p>A report was given on the details received at the recent Balance of State Meeting regarding the application process and timeline for the HGAP grant. The Planning workgroup compiled and provided the Board with the Homeless Grant Assistance Program (HGAP) Application Process – Draft v.2.5. This draft provided a program summary of the Goals, Competition between similar community types, rating criteria, eligible activities, period of funding, grant application process/timeline and threshold criteria.</p> <p>There was Board discussion and clarification on financial amount and distribution and Whatcom county’s request process.</p> <p>It was stated that the final DRAFT should be available prior to the October 12 WCHAC meeting, which will allow for feed back from the Board prior to actual application.</p> | <p>Continued work by the Phase II Workgroup and report back to WCHAC with a draft grant application.</p> |
| <p>3. Consultations and site visit to Portland</p> | <p>Gail DeHoog, Greg Winter, David Webster and Gary Williams traveled for two days to Seattle and Portland visiting with best practice programs.</p> <p>The first visit was with Shirley Hendrickson, who was visiting from Hennepin County, Minnesota, to discuss program operations, staffing, contracting and program successes. Hennepin County’s program focuses on families with children. Some of the following elements that are common to the Phase II Plan were discussed:</p> <ol style="list-style-type: none"> 1. Countywide, standardized, objective housing assessments that are used to identify the population and their needs. 2. Rapid exit coordinator – The individual empowered to authorize | <p>Gary to provide funding data from Portland at the next WCHAC meeting</p> |

- services in this system. This will allow objective allocation of resources based on identified needs.
3. How publicly funded resources in the system will connect with agencies that already exist and how their separate funding resources interface.
 4. The implementation of performance indicators to support continued contracting with agencies. The indicators will be scaled on severity of needs and scored accordingly.

The Portland trip began with a visit with the City of Portland. The City of Portland and the surrounding counties are financially in conjunction to provide services for those individuals who are chronically homeless with mental health, substance abuse and other significant challenges. They provided contracting documents and models for similar processes to the Phase II Plan.

Other programs that were visited were:


1. In & Out Youth Program – A transitional housing program that has a fully functioning health clinic on site that engages many street youth as residency is not a requirement to be seen in the health clinic. It also incorporates a vocational and educational component on site.
2. Central City Concerned program. This program houses a total of 1,400 individuals who are chronically homeless.

Several other facilities were visited had fully functioning medical clinics, which is a huge engagement point for other on site services. Some facilities included transitional housing and/or permanent housing with transition in place.

Two facilities had significant financial participation by the Oregon State Department of Corrections, allowing services for higher risk individuals being released from correctional facilities. This showed a significant stakeholder relationship between the State Government and the community.

The most significant aspect of the trip was the fact that, in both visits, the cities and the counties become participants in the programs with

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| | <p>local tax dollars and general funds. Local funds are flexible and become very powerful in engaging other funding sources. Hennepin County has 9 FTE county staff employees that are dedicated to their Shelter homeless program.</p> <p>In summary, there was a lot of information on both the family element, that seem to require more preventative and supportive services, and the chronically homeless individual with severe challenges, who require more intensive attention.</p> <p>It was asked if it was known how much of Portland's general fund budget goes to the support of human services activities. Gary stated that he would research this information.</p> | |
| <p>4. 2163 Phase II Plan Revision</p> | <p>The Phase II Plan is not being revised separately from the Homeless Grant Assistance Program (HGAP) Application. Phase II will be implemented to a lesser degree(phased down) without the HGAP funds.</p> | |
| <p>5. Repair & Retention RFP schedule</p> | <p>The R&R RFP is nearing completion and should be released in the next two weeks. It is with the County Finance Dept. to approve formatting. As soon as the document has been approved it will be released and members of the Board will be requested to volunteer for the Applicant Review Committee.</p> | |
| <p>6. Review of revised 2060 budget</p> | <p>Terry Hinz is currently on vacation. It was the consensus of the Board to table Agenda Item #6 until October.</p> | |

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| <p>7. Other (cont.)</p> | <p>A. Update on the Continuum of Care position that was discussed at the August 10, 2006 meeting. Funding by the City of Bellingham and Whatcom County has been postponed until such time as the Planning Process is complete and the Roles and responsibilities of this position have been clarified.</p> <p>B. Attendance: The homeless representative Sigfried Stillman is excused until further notice. Clarification was requested on the requirements of the homeless representative and whether or not a formerly homeless individual would be acceptable. It is required that the representative be homeless or formerly homeless.</p> <p>C. Board Membership Terms: It is time to review Board terms. It was suggested that terms be set at three-year rotations so that in any year ½ or more of the memberships are not terminated. The bylaws state that the number of membership terms is not limited. The county executive is agreeable to establishing a three-year rotation by drawing member names from a “hat”. The first five drawn have a full three-year term, the second five have a two-year term, and the last five are up for re-election.</p> | <p>Recommendation: To create an amendment to the bylaws to establish three-year terms, rotating every three years, with no term limitations, to be moved and voted on at the October meeting.</p> |
| <p>Adjourn</p> | <p>Meeting was adjourned at 10:25 AM</p> | |
| <p>Next Meeting</p> | <p style="text-align: center;">9:00 - 10:30 AM 4th Thursday—October 12, 2006 Courthouse, Room #512</p> |  |