



## Whatcom County Housing Advisory Committee Meeting Minutes

**Meeting Date/Time/Location:** November 8, 2007 - 9:00 – 10:30 AM – Whatcom County Court House – 311 Grand Avenue, Room 512

**WCHAC Members Present:** David Cahill, John Harmon, , Paul Schissler, Laura DeRose, Michele Hall, Rebecca Johnson, Gary Tomsic, Sue Parrott, Gail DeHoog, Regina Delahunt, Carole Wells

**WCHAC Members Absent:** Nancy Larsen, Ronald Buchinski

**Whatcom County Health Depart Staff/Guests:** Gary Williams, Human Services Supervisor, Pat Fisher, Human Services Clerk, David Finet, Opportunity Council

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action/Who</b>
<b>1. Review the September 13, 2007 minutes.</b>	The meeting was called to order at 9:00 AM and the September 13, 2007 Minutes were reviewed.	The September 13, 2007 minutes were approved as written.
<b>2. Update on HGAP Project</b>	<ul style="list-style-type: none"><li>• <b>Portland Training on Nov 5' 2007 with Portland HGAP Program Reps.</b></li></ul> <p>Gary Williams, Gail DeHoog and Sue Parrot briefed the Committee on the Portland HGAP Project training. Portland staff commented that Whatcom County's efforts towards the reduction in homelessness are in line with many of the successes that they have experienced in their program. There was a great deal of discussion regarding Whatcom County increasing efforts toward harm reduction, the new shifts in the definition of case management and client trust relationships, the cost reductions to public agencies and tax payers and how to document those savings, which would provide justification for future funding. There was also discussion regarding the business</p>	

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<p><b>2. Update on HGAP Project (cont.)</b></p>	<p>aspect of housing individuals in the private rental market and that efforts toward building relationships with private landlords will be important.</p> <p>The training session was videotaped and when edited will be aired on BTV Channel 10 for public viewing.</p> <ul style="list-style-type: none"> <li> <p>• <b>State CTED-Whatcom County Contract Update</b>  The contract has been returned to CTED for processing. Gary contacted Jennifer Turrin on Tuesday and the contract is expected to be through their channels and back to Whatcom County by next week.</p> </li> <li> <p>• <b>Recommendations for 1359 Funding</b>  As previously agreed to and approved by this committee, the 1359 funds will be used to support existing processes in completing the budget sheet for HGAP I and HGAP II, if awarded. A review of funds will be available after the first of the year.</p> </li> <li> <p>• <b>OC WCHSC Admin Contract update</b>  A draft contract has been submitted to the Opportunity Council (OC) regarding the administrative entity to operate the Whatcom County Homeless Service Center (WCHSC). Meetings continue with OC to finalize the contract. The contract has also been submitted to the State for review. A recommendation has been made for an letter of agreement (LOA) with OC to develop the screening and hiring process for the project manager. This LOA is targeted for completion by the first of the year.</p> </li> </ul>	

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<p><b>3. 2008 - 2060 O&amp;M RFP Applicant Committee Recommendations</b></p>	<p>The recommendations of the 2008 - 2060 Application Review Committee were reviewed and discussed. The Review Committee members were, Paul Schissler, Kulshan Land Trust, Michele Hall, WCPC, Kay Ziels, Homeless Coalition Steering Committee and Gary Williams WCHD staff.</p> <p>Sun Community Services' calculation for funding contained a duplicate addition in the total. The corrected amount is \$27,000. There was an amendment to the motion correcting that amount.</p> <p>There was discussion regarding the status of the balance of unallocated funds. It was discussed to have the Application Review Committee reconvene to review the applications and provide recommendations to the Board where funds would best be allocated. The recommendation will be brought before the Committee at a future meeting.</p>	<p><b>Action Requested:</b> The Whatcom County Housing Advisory Committee is asked to consider the recommendations of the Application Review Committee for the 2008 /2060 Operations &amp; Maintenance awards, RFP 07-88</p> <p><b>Motion # 01 /11 /2007:</b> That the following agencies be awarded the amounts listed below. These are recommendations of the 2060 O&amp;M Application Committee after reviewing all applications. The County received applications for \$150,418. The amount available is \$100,000</p> <table data-bbox="1331 690 1921 954"> <tr> <td>Interfaith Coalition</td> <td>\$10,000</td> </tr> <tr> <td>Lydia Place</td> <td>\$15,000</td> </tr> <tr> <td>Opportunity Council</td> <td></td> </tr> <tr> <td>    Dorothy Place</td> <td>\$10,500</td> </tr> <tr> <td>Opportunity Council Vouchers</td> <td>\$20,000</td> </tr> <tr> <td>Sun Community Services</td> <td><del>\$35,000</del></td> </tr> <tr> <td></td> <td>\$27,000</td> </tr> <tr> <td>YWCA</td> <td>\$9,500</td> </tr> </table> <p><b>Amendment:</b> To reduce the Sun Community Services allocation amount from \$35,000 to \$27,000.</p> <p><b>Passed by a vote:</b> (Yea 11 ) (Nay 0 ) (Absent 2 ) (Abstention 0 )</p> <p><b>Action Requested:</b> The Whatcom County Housing Advisory Committee is asked to consider the status of the balance of unallocated funds.</p> <p><b>Motion # 05 /11 /2007:</b> That the Application</p>	Interfaith Coalition	\$10,000	Lydia Place	\$15,000	Opportunity Council		Dorothy Place	\$10,500	Opportunity Council Vouchers	\$20,000	Sun Community Services	<del>\$35,000</del>		\$27,000	YWCA	\$9,500
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<b>3. 2008 - 2060 O&amp;M RFP Applicant Committee Recommendations (cont.)</b>		Review Committee reconvenes and develops allocation recommendations for the balance of the 2060 O&M funds.  <b>Passed by a vote:</b> (Yea 11 ) (Nay 0 ) (Absent 2 ) (Abstention 0 )
<b>4. Staff Report</b>	<ul style="list-style-type: none"> <li> <b>• 2060 Capital</b>  There was discussion regarding the current benefits of the 2060 capital funds to those agencies that provide affordable housing. The Bellingham/Whatcom County Housing Authority projects, Meadow Wood II and the Laube Hotel are two projects that are currently benefiting from 2060 Capital fund allocations. These projects will provide several affordable rental homes that will be instrumental in reducing homelessness in Whatcom County. It was discussed how important the commitment of local capital funds is in leveraging additional financing for these projects. The result is more affordable homes produced each year. </li>   <li> <b>• Homeless Youth Workgroup</b>  The Workgroup continues to meet and identify missing strategic goals in the 10-year plan regarding homeless youth issues. The workgroup is discussing how to define the approach to housing for youth, specifically unaccompanied youth under the age of 18. The workgroup will be making recommendations for amendments to the 10-year plan to incorporate homeless youth considerations. </li>   <li> <b>• HGAP round II Update</b>  CTED was contacted for an update and stated that awards should be announced by the end of next week. There has been no indication that there are </li> </ul>	

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<p><b>4. Staff Report (cont.)</b></p>	<p>any problems with the County application and that it is highly likely that Whatcom County will be considered for this round of funding.</p> <ul style="list-style-type: none"> <li> <p>● <b>2008 Point-In-Time Count</b>            There is a letter of agreement with Cornerstone Strategies to conduct the 2008 Point-In-Time count. The Whatcom County Coalition for the Homeless is beginning to coordinate agency trainings and developing additional opportunities for site engagement. The target date for the count is 1/27/08.</p> </li> <li> <p>● <b>HMIS offer from CTED</b>            The State has developed a new HMIS system. There is a screening committee that will review applicants in December. Whatcom County has been invited and has accepted to participate in the screening committee. The State has also asked if Whatcom County would act as a pilot site for the new system. The State will provide free technical and cost support for implementation. Gary recommended that this is an excellent opportunity for our local IS system to link with the State system through data upload. This will also provide the opportunity for input into the development of the system. David Finet shared that Opportunity Council staff recently sat in on demonstrations of these types of systems and felt that the State's available systems are excellent choices</p> </li> </ul>	<p><b>Action Requested:</b> The Whatcom County Housing Advisory Committee is asked to consider staff recommendation that the County participate in the pilot HMIS System offered by the State.</p> <p><b>Motion # 06 /11 /2007:</b> It is recommended that the County participate in the pilot HMIS System offered by the State.</p> <p><b>Passed by a vote:</b> (Yea 10) (Nay 0) (Absent 3) (Abstention 0) One WCHAC member left the meeting early and did not vote on this motion.</p>
<p><b>5. Project Connect - Bruce Johnson</b></p>	<p>Recently the Whatcom County Coalition for the Homeless voted to support the establishment of a Bellingham Whatcom Project Homeless Connect (BWPHC). This project provides homeless and low income individuals a point of engagement with vendors, agencies and service providers, such as dental services, personal care, clothing vouchers, employment and financial opportunities, veteran's</p>	<p><b>Action Requested:</b> The Whatcom County Housing Advisory Committee is asked to consider to formally adopt the Bellingham Whatcom Project Homeless Connect (BWPHC)</p> <p><b>Motion # 02 /11 /2007:</b> That the WCHAC join the Whatcom County Coalition for the</p>

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<p><b>5. Project Connect - Bruce Johnson (cont.)</b></p>	<p>services, etc. The target date for the Bellingham Whatcom Project Homeless Connect is April 2008. The site location for Project Connect will be the Assumption Gym. The agencies that are involved in coordination efforts are Catholic Community Services and the Path Program of Whatcom Counseling and Psychiatric Clinic.</p>	<p>Homeless (WCCH) in supporting the Bellingham Whatcom Project Homeless Connect (BWPHC) as an official project, so that the BWPHC can use the standing and resources of the County to help engage civic leaders and community members in support of the initial event. The WCCH are asking that WCHAC members assist with introductions and communication with civic leaders to enlist their support for BWPHC. Updates will be provided to the WCHAC on a regular basis.</p> <p><b>Passed by a vote:</b> (Yea 10) (Nay 0) (Absent 3) (Abstention 0) One WCHAC member left the meeting early and did not vote on this motion.</p>
<p><b>6. Other</b></p>	<p><b>WCHAC Membership:</b> Gary discussed the requirement for a community homeless representative on the WCHAC. Carole Wells who currently holds a position on the Committee, has in the past had a two plus year homeless life experience. This experience qualifies her to fill the position of community homeless representative and has volunteered to fill this seat. Gary recommended that Carole would be a good candidate for this position</p> <p>With Carole filling the position of community homeless representative her seat is vacant. The Committee discussed recommending to the executive's office that David Finet, Opportunity Council Director's application be considered to fill that vacancy.</p>	<p><b>Action Requested:</b> The Whatcom County Housing Advisory Committee is asked to consider Carole Wells as a candidate for the position of Community Homeless Representative.</p> <p><b>Motion # 03 /11 /2007:</b> That the WCHAC recommends that Carole Wells, a sitting member of the WCHAC, occupy the position of Community Homeless Representative.</p> <p><b>Passed by a vote:</b> (Yea 11 ) (Nay 0 ) (Absent 2 ) (Abstention 0 )</p> <p><b>Action Requested:</b> Whatcom County Housing Advisory Committee is asked to consider filling the open WCHAC position with David Finet, recent applicant.</p>

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6. Other (Cont.)		<p><b>Motion # 04 /11 /2007:</b> That the WCHAC recommends the nomination of David Finet to serve as a member of the WCHAC.</p> <p><b>Passed by a vote:</b> (Yea 11 ) (Nay 0 ) (Absent 2 ) (Abstention 0 )</p>
<b>Adjourn</b>	The meeting was adjourned at 10:36 AM	
<b>Next Meeting</b>	<p><b>9:00 - 10:30 AM</b>  <b>2nd Thursday—December 13, 2007</b>  <b>Courthouse, Room #512</b></p>	