



Whatcom County Housing Advisory Committee **Meeting Minutes**

Meeting Date/Time/Location: November 9, 2006 9:00– 10:30 AM - Courthouse Room # 512

WCHAC Members Present: David Cahill, Gail DeHoog, Nancy Larsen, Paul Schissler, Rebecca Johnson, Michele Hall, John Harmon, Sue Parrott, Ron Buchinski

WCHAC Members Absent: Sigfried Stillman, Regina Delahunt, Carole Wells, Laura Derosé, Gary Tomsic

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

Also in attendance: Sue Anderson, Whatcom Coalition for Healthy Communities

Agenda Item	Discussion	Action/Who
1. Review October 12, 2006 minutes	The October 12, 2006 WCHAC Minutes were reviewed.	It was moved, seconded and passed unanimously to approve the October 12, 2006 WCHAC Minutes.

Agenda Item	Discussion	Action/Who
2. Report on the County Phase II CTED Pilot Planning workgroup (HGAP)	<p>Gary presented a copy of the Whatcom County Homeless Services Center HGAP Project Proposal to the WCHAC and discussed the November 27th plan for the presentation. He expressed some concern that the State has shifted their focus, possibly reducing the chances of Whatcom County receiving funding. There was discussion regarding the grant amounts and the selection process. There was also considerable discussion and agreement amongst committee members to use this application on a scaled down version as a guide for the Phase II Plan if funding from the State is not granted.</p>	<p>It was moved, seconded and approved unanimously to use the Whatcom County Homeless Services Center HGAP Project Proposal application as a guide for the Phase II Plan.</p> <p>Gary will discuss formatting the application into the Phase II Plan with Greg Winter, Consultant.</p> <p>Gary will clarify deadlines for submission to Whatcom County Council for recommendations approval. If necessary a special meeting of the WCHAC will be scheduled.</p>
3. Permanent membership position on WCHAC	<p>After contacting the County Executive's office it was determined that all Board members except the City of Bellingham, small cities representatives and the Whatcom County/Bellingham Housing Authority are controlled by the County Carter provision 3.23 which limits terms of office to four years and two consecutive full terms.</p>	
4. WCHAC Membership term selection	<p>As a result of the information on term limits, a drawing was conducted. Results are as follows:</p> <p>1 year terms: Rebecca Johnson Sue Parrott Ron Buchinski Sigfried Stillman</p> <p>2 year terms: Gail DeHoog Michelle Hall Regina Delahunt Carole Wells</p> <p>3 year terms: Paul Schissler Nancy Larsen Laura DeRose</p>	<p>It was moved, seconded and approved unanimously to establish one, two and three year terms, effective January 1, 2007, by a draw of names for those members controlled by County Charter provision 3.23.</p>
5. Request for 2163 Funding for County wide poverty	<p>Sue Anderson provided the board with a written synopsis of the Proposal to Conduct a Needs Assessment of People Experiencing Poverty and</p>	<p>It was moved, seconded and passed unanimously to recommend allocation of \$5,000.00 of 2163 funds to Whatcom Coalition</p>

assessment/gap analysis	reviewed the highlights of the progress to date. There was discussion and clarification regarding the parameters of the use of the 263 funds and how they can be allocated. It was determined that the request from the Whatcom Coalition for Healthy Communities proposal fell well within the parameters of the use and allocation of 2163 funds. Sue conducted a question and answer period.	for Healthy Communities to conduct a County-wide Needs Assessment of People Experiencing Poverty.
6. Repair & Retention RFP update	<p>Gary updated the Board on the R&R RFP process. There are three applications selected for interviews and two applications that were rejected due to tardy submissions. The County Prosecutor is reviewing the two rejected applications for possible waiver of their rejection status. There was a discussion regarding the County RFP application and notification process.</p> <p>The Application Review Committee has been selected and interviews are scheduled. Recommendations from the Application Review Committee will be available at the December WCHAC meeting.</p>	
7. Other	<p>There is a Capital RFP meeting scheduled to discuss legal language and specifications of the RFP. After this has been determined a date for the release of the Capital RFP will be established.</p> <p>There was discussion regarding the WCHAC's role in the County's Continuum of Care plan.</p>	
Adjourn	Meeting was adjourned at 10:13 AM	
Next Meeting	<p>9:00 - 10:30 AM 2nd Thursday—December 14, 2006 Courthouse, Room #512</p>	