



Whatcom County Housing Advisory Committee Meeting Minutes

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

WCHAC Members Present: David Cahill, Gail DeHoog, Regina Delahunt, John Harmon, Nancy Larsen, Paul Schissler, Ronald Buchinski, Laura DeRose, Carole Wells, Michele Hall, Rebecca Johnson

WCHAC Members Absent: Gary Tomsic, Sue Parrott

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

Agenda Item	Discussion	Action/Who
1. Review the June 14, 2007 minutes.	<p>The May 16, 2007 Minutes were reviewed.</p> <p>Revision to Item #3, Discussion, Paragraph 18 changed to read:</p> <p>When you get over 60% of median income it is very difficult to get any money for subsidy.</p>	<p>Action Requested: That the WCHAC consider amending the June 14, 2007 minutes as follows:</p> <p>Motion #1.6.07: It was moved, seconded and passed unanimously to approve The June 14, 2007 Minutes with the following changes to Item #3, Discussion, paragraph 18 to read: “When you get over 60% of median income it is very difficult to get any money for subsidy.”</p>
2. Update on HGAP Project	<ul style="list-style-type: none"> • Recommendation to sole source WCHSC <p>The recommendation has been made by staff and approved by the Executive Office to sole source the WCHSC contract with the only agency that has come forward with the capacity to act as the administrative entity for the WCHSC</p>	

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<p>2. Update on HGAP Project (Cont.)</p>	<p>as opposed to releasing an RFP for services. This will save approximately six week in lag time and many hours in staff time. The agency that will provide these services is the Opportunity Council. Conversations regarding contract content will begin with the Opportunity Council in the very near future.</p> <ul style="list-style-type: none"> <p>Direct County contracting with sub recipient agencies</p> <p>Preliminary plans were to have the WCHSC directly contract with the sub recipient agencies to provide services but after further discussion with County Administration and Finance it has been determined that the County will issue and monitor the sub recipient contracts.</p> <p>There was considerable discussion regarding County and provider responsibilities, timelines, reporting requirements, monitoring, staff and administrative costs.</p> <p>There was a discussion regarding the past delays in meeting contract start dates as a result of questions and concerns regarding deliverables that are raised by the County Finance Department. It was asked if there is there a process in place to avoid such delays in the HGAP Contract?</p> <p>Gary stated that Cornerstone Strategies is providing similar contract models to create a boilerplate for finance to review in advance so that dialog can begin immediately to clear up any concerns they may have. It is hoped that careful planning by the HGAP Implementation Workgroup and open dialog with Finance will reduce the possibility of delays.</p> <p>There was a suggestion that a “Definition of Terminology” should be created.</p> <p>It was a request for a WCHSC organizational chart. Gary stated that a basic chart is being developed for the RFQ. He will send it to WCHAC members electronically.</p> 	<p>ACTION: Gary will provide the WCHSC organizational chart that is being created for the RFQ to WCHAC members via email.</p>

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<p>2. Update on HGAP Project (Cont.)</p>	<p>There will continue to be discussion and information provided to the WCHAC regarding the WCHSC and CTED contracts development.</p> <ul style="list-style-type: none"> • Risk Mitigation Funds The Whatcom County Contract Coordinator is reviewing various models of other counties regarding risk mitigation funding procedures. • Negotiations with CTED Whatcom County Health Department, Whatcom County Finance and CTED are meeting on an ongoing basis to clarify and address concerns and questions. The next meeting will be August 17, 2007. Negotiations are going well. • Greg Winter developmental contract The County has retained Cornerstone Strategies to assist with the WCHSC process. 	
<p>3. Update on HGAP Preparations/10 Year Plan</p>	<p>Greg Winter, Cornerstone Strategies stated that he is working on two scopes of work in relation to HGAP preparations, updating the County 10 year Plan to end Homelessness and assisting the County with implementing the HGAP grant.</p> <p>The 10-year Plan has been put on hold as the HGAP Grant has taken priority at this time.</p> <p>Cornerstone Strategies is currently collecting model contracts regarding partner agencies and compiling information into a logical format to be able to provide a narrative of pros, cons and translation of relevant components. This will assist the county when writing the RFPs for partner agency services.</p> <p>The Director of Clallam County has been invited to attend the September meeting of the Whatcom County Coalition for the Homeless to provide a presentation on their HGAP Grant project, which is similar to Whatcom County's project.</p>	

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<p>3. Update on HGAP Preparations/10 Year Plan (Cont.)</p>	<p>Cornerstone is also beginning to organize a workshop for the last week of September with staff from Portland's sub agencies and Whatcom county to have a detailed conversation regarding their successes and mistakes.</p> <p>It was suggested that the 10-year plan be provided to the CHAT group to coordinate a parallel planning process.</p> <p>There was discussion regarding homelessness versus affordability and the differing issues that need to be addressed.</p>	
<p>4. Staff Report</p>	<ul style="list-style-type: none"> • 2008 – 2060 O&M & R&R RFP & Budget The Repair & Retention RFP for 2008 will be released 8/14 and is due in to County Finance on 9/4/07. • 2008 – 2060 Operations and Maintenance It is planned to release the O&M RFP in September 2007. Gary requested recommendations from the WCHAC that are consistent with the Strategic Vision regarding funding priorities. It is anticipated that this will be a three-year renewable contract. • Reduction in annual 2060 funding Gary provided a 2060 Housing Fund, 3 Year Budget Projection, 3 Year Spend Down handout on the balance for 2008. Gary pointed out that the balance for 2008 is much less than previous years. This is due, in part to a reduction in County revenues from document fee processing and that a larger portion was used in previous years. • YWCA Emergency Request for R&R funding. County Council approved the YWCA Emergency request for R&R funding in their August meeting. A letter to the YWCA Board of directors will be composed and sent regarding timely submittal of RFP/RFQ applications and renewals. • Housing audits scheduled 8/18 – 8/17 Audits will include 2060 Operations and Repair and Retention contracts. Site reviews will verify that County funds are applied within the contract guidelines. Previous audits have produced minimal findings that are easily corrected. 	

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<p>4. Staff Report (Cont.)</p>	<ul style="list-style-type: none"> • Homeless Youth Workgroup scheduled The Workgroup is scheduled for 8/23. This workgroup will identify 3-4 of the most important youth homeless issues for inclusion in the 10-Year Plan • HGAP Round II The County has been notified that CTED is proposing a second round of HGAP funding. <p>After some discussion regarding other homelessness issues that may not have been addressed in current funding, it was identified that re-entry housing was not included and should be considered a major element if an application is submitted for Round Two.</p> <ul style="list-style-type: none"> • Other Recently the Department of Corrections cut funding for the 90 day transitional housing assistance for high-risk offenders by the Department of Corrections (DOC). Gary provided a copy of a resolution from the Whatcom County Reentry Coalition to the Governor requesting that DOC reinstate the assistance. Reinstatement of this assistance is important to Whatcom County because one, Whatcom County does not have a Community Justice Center that would qualify for funds from CTED for a re-entry housing assistance program, and two, the 90 day transitional funding provides a major piece of the housing continuum for those being released from incarceration. <p>The resolution has been presented to and supported by the Whatcom County Council, The Whatcom County Coalition for the Homeless and the Whatcom County Law and Justice Council.</p>	<p>Action Requested: That the Whatcom County Health Department submit application to CTED for the second round of HGAP funding with emphasis on re-entry housing</p> <p>Motion #1/8/07: It is recommended that the Whatcom county Health Department submit application to CTED for the upcoming “Round Two” HGAP grant, with the emphasis on re-entry housing.</p> <p>Passed by a vote: (Yea 11) (Nay 0) (Absent 2) (Abstention 0)</p>
<p>5. Update Report on CHAT.</p>	<p>The CHAT Committee has reviewed a great deal of material and considered many potential tools that the community could utilize to address housing needs ranging from home ownership to homelessness.</p> <p>Many members focus on ownership as opposed to examining the entire range of housing, from 80% AMI to the chronically homeless and the need for services.</p>	

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5. Update Report on CHAT.	<p>There was comment that there appears to be two camps of interest represented at the meetings. One consisting of private interest realtors and developers who would like to see massive deregulation by the government which they feel would allow more affordable housing to be developed.</p> <p>The second consists of non-profit advocates that would like to focus resources on those who need them the most and let the market regulate naturally.</p> <p>There is also representation for a balanced approach, advocating that a health community requires home ownership for a broad range of incomes.</p> <p>At this time is it unclear what the outcomes of the committee will be. It was noted that CHAT's responsibility is to explore all housing resources and provide recommendations to City Council regarding affordable housing for all Whatcom County residents.</p> <p>There was discussion regarding inclusionary housing pros and cons.</p>	
6. Homeless Representative	<p>The time allowed for the meeting was reached prior to discussing this topic.</p>	
Adjourn	<p>The meeting was adjourned at 10:38 AM</p>	
Next Meeting	<p style="text-align: center;">9:00 - 10:30 AM 2nd Thursday—July 12, 2007 Courthouse, Room #512</p>	