



## Whatcom County Housing Advisory Committee Meeting Minutes

**Meeting Date/Time/Location:** April 10, 2008 - 9:00 – 10:30 AM – Whatcom County Health Department, 509 Girard Street, Bellingham

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

**WCHAC Members Absent:** Ronald Buchinski, Regina Delahunt, David Finet, Gary Tomsic

**Whatcom County Health Depart Staff/Guests:** Gary Williams, Human Services Supervisor, Vicki McClure, Health Department Clerk, Bill Henkel, Whatcom Homeless Service Center; Greg Winter, Cornerstone Strategies; Bryon Scott OTCM

Agenda Item	Discussion	Action/Who
Introductions	Committee members and guest introduced.	
1. Review the February 14, 2008 minutes.	The meeting was called to order at 9:00 AM. The March 13, 2008 Minutes were reviewed with the following corrections: item #2 under "Motion #03-03-08" correct "sum-committee" to read "sub-committee;" item #5 correct "...Greg reports beg step..." to read "...Greg reports big step..." Minutes approved unanimously with corrections.	
2. Update on HGAP I & II Projects	<b>Project Manager Update</b> Bill Henkel distributed timeline for onset of services and asked for committee input. Contract started in 1/08. Administrative assistant has been hired, Housing Resource Coordinator position posted, and Rapid Entry Coordinator position to post soon. Plan to begin program with Rental Assistance in mid- to late June, prior to case managers being on board. Will begin minimally with case	

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<p><b>2. Update on HGAP I &amp; II Projects (con't)</b></p>	<p>management 9/1/08 with full operation by next summer. Concern re: overselling what center can do. Plan to stress that center will provide substantial increase in resources, but is not designed to eliminate homeless problem, and will not be capable of serving all homeless needs. Will focus on making intelligent referrals to areas/organizations that have capacity to assist client, and appropriate referrals will be key. Steering Committee, approved by WCHAC, will start as small group and eventually add other members. Carole Wells of Westcoast Counseling asks that treatment entities be included in Steering Committee meetings to assist in dissemination of information.</p> <p><b>Motion</b> to create ad hoc committee, consisting of Bill Henkel, Gary Williams, Greg Winter and Gail DeHoog to define and establish Steering Committee.</p> <p><b>RFQ 08-08 Case Management Recommendations</b> Committee of Dave Cahill, Julie Foster, Bill Henkel, Paul Schissler, and Gary Williams reviewed RFPs. Awardees named as Opportunity Council, Catholic Community Services – AHA, Northwest Youth Services and Lydia Place, and all have accepted funding. Unfunded applicants were strong as well. Selection focus was on secondary and tertiary services. Goal: to break up tertiary among several agencies, allowing for program development. Funding will start with 6-month contracts, which will provide opportunity to intervene if agency struggles with goals. Plan to double funding for next year.</p> <p><b>Motion #01/04/2008</b> to accept the RFQ 08-08 Applications Review Committee's recommendation for WCHSC Housing Case Management Services to fund Opportunity Council \$60,535, Catholic Community Services – AHA \$54,923, Northwest Youth Services \$32,373 and Lydia Place \$52,675.</p> <p><b>HGAP II</b> Moving forward, waiting for State HGAP contract. State funded 3 non HGAP re-Entry programs for which we did not qualify. Gary reported attending Offender re-entry conference in SeaTac and states that we are ahead of other counties, as our program is a county-controlled function, not state or corrections. Moved contract application to CTED Re-entry group. WSU to do review/evaluation process. Hope is for contract award in June.</p>	<p><b>ACTION:</b> Bill Henkel, WCHSC, Gary Williams, WCHD-HS, Greg Winter, Cornerstone Strategies, and Gail DeHoog, Northwest Youth Services, to meet regarding Steering Committee..</p> <p><b>Motion #01/04/2008</b> made, seconded. Vote: Yea 10, Nay 0, Absent 4, Gail DeHoog abstained</p>

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<b>2. Update on HGAP I &amp; II Projects (cont.)</b>	<b>Public Safety Sub-committee</b> Scheduled for late May or June	
<b>3. Project Homeless Connect - Update</b>	Bruce not present to provide update. Project Homeless Connect to occur in October at YWCA, Majestic and Depot. Planning continues.	
<b>4. Update on 2009 2060 contracts</b>	Gary reports there will be RFP for repair and retention funds probably going out in June. Expect 2060 funds to roll over for year 2. 2060Capital funds process starts in spring 09 with funding mid-year. Community developers, archdiocese, etc will be notified re: dollar amounts available. Selection to occur in 2010. Anticipating \$250,000 in funding.	
<b>5. 2008 Point in Time Count</b>	Greg Winter presented final PIT report, dedicated to Lyle Stork, with Executive Summary. 2008 PIT count provides third consecutive year of data for all of Whatcom County. List of participating organizations provided on page 31 of report. Greg reports that numbers and profile similar to last year's except for increase in re-entering offenders, proportion of count temporarily living with family/friends. PIT numbers can be extrapolated to indicate approximately 4000 homeless/year. Press release going through process now, and have begun process to have report available on line. Expect uncounted would include some unsheltered, as well as some temporarily living with family/friends. Next year expected to be transition year, will focus additionally on east and north county and would like to integrate HMIS system and use Client Track. E-mail Greg at <a href="mailto:gregw@cstonestrategies.com">gregw@cstonestrategies.com</a> with questions or to request assistance with data for grant applications.	

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<b>6. NSMHA Mental Health Housing Plan</b>	Tom Yost not present. Committee provided copies of 2008 Housing Plan. Gary reports Housing Plan will go to NSMHA Board of Directors today. Establishes key interplay between region mental health and county, bringing strengths of both together.	
<b>7. April – Joe Bates Public Education on Risk Management</b>	Joe Bates, of Administrative Services in the Executive’s office, to meet with Paul Schissler regarding public information/news release about Homeless Service Center.	
<b>8. Resignation of Carole Wells from WCHAC</b>	Carole reports that she is resigning due to business commitments, but plans to remain involved and interested in homeless issues. Kathy Miller has been actively involved, and will submit application to replace Carole.	
<b>9. Other Business</b>	<p><b>May meeting:</b> Gary received request from Terry Hinz that we cancel May meeting. Gary’s replacement hasn’t been hired.</p> <p><b>WCHD Housing Program Specialist:</b> Request was made for volunteers to sit on selection process committee for Housing Program Specialist position.</p> <p><b>Employment Services Grant:</b> Greg Winter updates committee that Paul Allen foundations makes funding decisions twice a year, and anticipate possible funding in August.</p> <p><b>Inclusive Housing Presentation:</b> scheduled in Council Chambers at noon on Fri., 4/11/08</p> <p><b>Gary’s Retirement:</b> Gary reports that this is his last meeting and expressed thanks and pride in committee’s growth, accomplishments since 2003, and hopes he can continue relationship with committee. Gary thanked for his support, leadership and inspiration.</p> <p><b>Homeless Service Center name:</b> discussion re: pros and cons of presented names. Paul encouraged the HSC and its steering committee to rely on the HAC for policy guidance and a sounding board, but he HAC will not be micromanaging the HSC project</p> <p><b>Committee voted to not meet on May 8<sup>th</sup></b></p>	<p><b>ACTION:</b> Laura DeRose, Paul Schissler volunteered to join selection committee</p>
<b>Adjourn</b>	The meeting was adjourned at 10:32 AM	

**Next Meeting**

**9:00 - 10:30 AM - 2nd Thursday -- June 12, 2008**  
**Whatcom County Health Department**  
**509 Girard Street,**  
**Administrative Conference Room**

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