



## Whatcom County Housing Advisory Committee Meeting Minutes

**Meeting Date/Time/Location:** June 10, 2010 – 8:30-10:10 a.m. – Whatcom County Health Department, 509 Girard Street, Bellingham

**WCHAC Members Present:** Laura DeRose Harker, Dave Finet; Nancy Larsen; Kathleen McNaughton; Sue Parrott, Steve Powers, Paul Schissler, David Webster; Gary Williams

**WCHAC Members Absent:** Andrew Accimus, Regina Delahunt, John Harmon; Rebecca Johnson, Gary Tomsic

**Whatcom County Health Depart Staff/Guests:** Gail de Hoog, Whatcom County Program Specialist; Anne Deacon, Whatcom County Human Services Manager; Greg Winter, Homeless Service Center; Samya Lutz, Planning Development Services; Vicki McClure, Health Department Human Services Clerk

Agenda Item	Discussion	Action/Who
<b>1. Call to order, introductions, and welcome</b>	The meeting was called to order at 8:30 a.m. by Paul Schissler. Quorum was present. David Webster, who is replacing David Cahill as City of Bellingham representative on the Committee was welcomed. Attendees were introduced.	
<b>2. Review April 8, 2010 minutes.</b>	Minutes of April 8, 2010 were reviewed. A motion was put forth and seconded to approve the minutes as presented.	<b>Motion:</b> To accept the minutes of April 8, 2010 as presented. <b>Yea:</b> 9, <b>Nay:</b> 0, <b>Abstain:</b> 0, <b>Absent:</b> Andrew Accimus, Regina Delahunt, John Harmon, Gary Tomsic
<b>3. Old Business:</b> <ul style="list-style-type: none"><li><b>PIT count report</b></li></ul>	The Point in Time Count report is now available on the county website. Greg Winter reported he and Gail will be making a presentation to County and City Councils which will include PIT information. A constant increase has been seen in the number of those “doubling up” since 2008, but decreases are being seen in the number chronically homeless-a 46% reduction in the number	

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<ul style="list-style-type: none"> <li data-bbox="277 204 577 268">• <b>PIT count update (con't)</b></li> <li data-bbox="277 564 577 628">• <b>Charter/By-Laws revision</b></li> <li data-bbox="277 963 577 1027">• <b>Committee membership</b></li> </ul>	<p data-bbox="600 204 1451 529">of people who were counted and number of families with dependent children (down by about half). Overall, the numbers we report to Commerce are trending downward, which is good news, especially in light of the fact that Thurston County numbers are reported to have doubled. Although it is Dept. of Commerce's goal to reduce homelessness by 50% by the year 2015 it is the Committee's hope to end homelessness. It is not clear how future funding will affect our ability to make progress on the goal. Anne suggests superimposing current economic figures on homeless numbers in the County Council presentation.</p> <p data-bbox="600 564 1451 826">Both documents have been combined and the draft provided to members. The suggestion was made to re-insert article numbers, but then discarded in consideration of possible future changes to the document. Spelling correction on page 2 (delete second "B" in "RESPONSIBILITIES"; correction on page 2 to change "applying" to "apply" (last item under Results/Outcomes) were recommended. A motion was made and seconded to approve By-Laws with suggested corrections.</p> <p data-bbox="600 861 1451 925">A new Interlocal Agreement, addressing 2060 funds, has been finalized and all signatures obtained.</p> <p data-bbox="600 960 1451 1445">This morning Rebecca Johnson tendered her resignation from the Committee, effectively immediately, due to other responsibilities. She provided Paul with contact information for ICHC's new planning and development director, in hopes that person might be considered for membership. The "Membership" portion of the By-Laws was reviewed for possible recommendations. The By-Laws require a member be homeless or formerly homeless. The current individual filling that capacity has been unable to attend meetings, and Gail has been unable to contact him. Gail asks that members help recruit someone from this population. Gary W. suggested that a board mentor be assigned to the community member, and that they be encouraged to share their perspective, perhaps as part of the agenda. It also might be necessary to facilitate transporting the community member to meetings via cab fare. It was also suggested that the board might want to provide activities</p>	<p data-bbox="1469 564 2036 695"><b>Motion:</b> To accept the By-Laws with corrections. <b>Yea:</b> 9, <b>Nay:</b> 0, <b>Abstain:</b> 0, <b>Absent:</b> Andrew Accimus, Regina Delahunt, John Harmon, Gary Tomsic</p>

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<ul style="list-style-type: none"> <li data-bbox="280 204 499 300">• <b>Committee Membership (con't)</b></li>   <li data-bbox="280 533 528 596">• <b>Planning Dept. update</b></li> </ul>	<p data-bbox="600 204 1077 236">conducive to community involvement.</p> <p data-bbox="600 268 1440 499">Three members have fulfilled one full term, and it is hoped they will continue for another term. The committee failed to elect officers at the beginning of the calendar year. Gail suggests Paul continue as Chair, and a new vice chair be elected. A motion was presented and seconded for Paul to remain Chair for the remainder of the year, and Gary Williams elected vice chair. Officers for 2011 will be elected during the first quarter of 2011.</p> <p data-bbox="600 533 1447 989">Samya reviewed the Housing Element 2011 update for the Whatcom County Comprehensive Plan. She explained that the workplan schedule may need adjustment due to a decreased workforce. Completion of the Plan is anticipated by the end of 2011. The Whatcom County Code has been reviewed for possible amendments to the Plan, and the last sentence in "Definitions" regarding affordable housing funding was added. Housing funding is based on entry income, and not adjusted if income changes. State and county low income housing definitions are not always the same as to requirements. It is hoped that county-wide, all jurisdictions will adopt the same definitions. A Housing Chapter package, containing information from the Ten Year Plan, will be developed and a draft provided to the membership. Members were encouraged to review the old Housing Chapter.</p>	<p data-bbox="1467 204 2011 432"><b>Motion:</b> For Paul Schissler to continue as Chair for the remainder of the year, and Gary Williams be elected vice chair at the August 12, 2010 meeting. <b>Yea:</b> 9, <b>Nay:</b> 0, <b>Abstain:</b> 0, <b>Absent:</b> Andrew Accimus, Regina Delahunt, John Harmon, Gary Tomsic</p> <p data-bbox="1467 533 2033 663">Paul, Samya, Gail, and Dave Finet will meet to discuss/set up the process for items for recommended inclusion in the Housing Chapter.</p>
<p data-bbox="280 999 562 1062"><b>4. Ten Year Planning Process</b></p> <ul style="list-style-type: none"> <li data-bbox="280 1062 568 1222">• <b>Ten Action Steps to End Homelessness and Priorities and Recommendation</b></li> </ul>	<p data-bbox="600 1062 1433 1453">Gail stated over a year of planning and research, by Homeless Coalition members and county staff, has taken place, and the 2010 Plan to End Homelessness will be submitted to Commerce this summer unless continued research is necessary. A "very draft" version of the document, containing action steps, was provided to Committee members prior to the meeting, and had been reviewed by stakeholders for input. Increased permanent affordable housing has been moved to the number one priority. The document addresses the population hardest to house and at highest risk. Up to 50 people who are currently homeless are being interviewed for their perspective on housing and services in Whatcom County. Cost estimates must be included in the Plan.</p>	

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<p><b>4. Ten Year Planning Process</b></p> <ul style="list-style-type: none"> <li><b>Ten Action Steps to End Homelessness and Priorities and Recommendation (con't)</b></li> </ul>	<p>Gail requested feedback from members.</p> <p>Also provided to members was a document, "Ten Actions that will End Homelessness in Whatcom County." We are currently housing 200-300 in supported housing, whether permanent or long-term, and the plan is to provide an additional 250 units. It was suggested that in the Council presentation, the count as well as the goal be provided, as well as funding and funding source continuation. It was also suggested that "type of housing" bullets be added, indicating need based on specialized services required. A minority of units are needed due to physical/medical challenges.</p> <p>Gail requested help on item #3, "Develop 1500 affordable housing units/opportunities." The need is for 11,000, but a goal of 1500 would be unrealistic. This number would be a mixture of rental, ownership, new construction and existing construction. The plan is to elaborate on policy and possible funding.</p> <p>Item #4 specifies 30% of housing funds be used for homelessness prevention activities. Is this realistic? Targeting and prioritization is important. Employment readiness would be included in this area. Suggestion: instead of indicating a specific percentage, state this is a high priority, using "up to 30%" as a target.</p> <p>Increasing outreach and engagement activities is a priority. Fully implementing a "single point of entry" system is also a priority. Can prioritization for housing be done based on a risk assessment tool?</p> <p>Items 8, 9, and 10 are yet to be developed, and Gail requested input from the membership. There is interest in coordinating funding by the City and United Way, and joining a "funders' alliance," a committee that meets quarterly, was suggested. It is hoped that housing needs can be addressed through that group by coordinating efforts. It was also suggested that the Homeless Coalition Steering Committee be expanded instead of creating a new committee to end homelessness.</p>	

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<b>4. Ten Year Planning Process Ten Action Steps to End Homelessness and Priorities and Recommendation (con't)</b>	Gail stated that we want to be held accountable for achieving these strategies, and that this document reflects more a “five year plan. She needs input soon, and indicated that wording can be adjusted once the tenets and priorities are heading in the right direction. Gary felt the “single point of entry” be given higher priority. Gail intends to have a more fleshed out document available for the August meeting, and asks that attendees provide input via e-mail.	A more fleshed out document will be available to the membership by the August 12, 2010 meeting.
<b>5. On the horizon</b> <ul style="list-style-type: none"> <li>• <b>Revenue projections, RFPs</b></li> </ul>	A graph of 2060 revenues reflects a downward trend by 40% compared to last year. O&M funding (which is critical) and R&R funding will be decreasing, and no capital funds will be available. Coordinated funding conversations need to take place. It will be necessary to draft RFPs prior to the August meeting to have contracts in place in January 2011. A motion was made and seconded to shift 2060 funds as necessary to support operation and maintenance needs. Members were asked to take the revenue projections packet to review. A presentation will be formulated for next meeting	<b>Motion:</b> County staff will shift 2060 funds, as necessary, to support operation and maintenance needs. <b>Yea:</b> 9, <b>Nay:</b> 0, <b>Abstain:</b> 0, <b>Absent:</b> Andrew Accimus, Regina Delahunt, John Harmon, Gary Tomsic
<b>Adjourn</b>	The meeting was adjourned by acclamation at 10:10 a.m.	
<b>Next Meeting</b>	<b>August 12, 2010</b> <b>8:30 – 10:00 a.m.</b> <b>Whatcom County Health Department</b> <b>Administrative Conference Room</b> <b>509 Girard Street,</b>	