



## Whatcom County Housing Advisory Committee Meeting Minutes

**Meeting Date/Time/Location:** June 9, 2011 – 8:35-10:03 a.m. – St. Luke’s HEC, 3333 Squalicum Parkway, Bellingham

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

**WCHAC Members Absent:** Regina Delahunt, Gary Tomsic

**Whatcom County Health Depart Staff/Guests:** Gail de Hoog, Whatcom County Program Specialist; Anne Deacon, Whatcom County Human Services Manager; Greg Winter, Whatcom Homeless Service Center; David Stalheim, City of Bellingham; Vicki McClure, Health Department Human Services Clerk

Agenda Item	Discussion	Action/Who
<b>Call to order</b>	The meeting was called to order at 8:35 a.m. by Gary Williams. Quorum was present. Introductions were not conducted as all attendees are acquainted.	
<b>1. Review April 14, 2011 WCHAC minutes</b>	Minutes of April 14, 2011 were reviewed. A motion was put forth and seconded to approve the minutes as presented.	<b>Motion:</b> To accept the minutes of April 14, 2011 as presented. <b>Yea:</b> 11, <b>Nay:</b> 0, <b>Abstain:</b> 0, <b>Absent:</b> Regina Delahunt, Gary Tomsic
<b>2. Recording fees/ CHG/ 2012 RFPs</b> <ul style="list-style-type: none"><li><b>2060 Spending Plan</b></li></ul>	Gail provided a document outlining the 2060 spending plan for years 2010 through 2014 and estimated Consolidated Homeless Grant funding. The spending plan indicates a 2010 ending balance of 323,128, with projected 2011 revenue of 212,938, making 536,066 balance available for 2011. A Capital project was funded with the budgeted amount of 250,000 and 165,000 went out in O & M contracts in response to an RFP.	



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<p><b>3. Recording fees/ CHG/ 2012 RFPs</b></p> <ul style="list-style-type: none"> <li><b>2060 Spending Plan (con't)</b></li> </ul>	<p>requirements.</p> <p>Discussion took place regarding doing a combined RFP, which would have to be quite explanatory and go out in July. Responders would be able to apply to provide services from a matrix of services outlined in the RFP. Gail requested help with the RFP. Grant applications due to Commerce by September. Which must include funding detail from agency providers.</p> <p>The next 2060 Capital expenditure is projected for 2014, and an RFP would go out in 2013 for approximately \$150,000. It was asked if the money should go out in contract in 2013, or 2014. The award should be made in the fall of 2013 with contracts starting in 2014. The 2060 RFP indicates a decrease of \$50,000 in funding from 2012 to 2013. Contracts are typically renewable for up to three years and contractors build budgets based on a funding. A discussion took place regarding decreasing the 2012 RFP amount to enable increasing the 2013 amount. The recommended ending balance annually is equal to two months of average expenditure, or approximately \$40,000 to \$50,000.</p>	
<p><b>4. Ongoing Business</b></p> <ul style="list-style-type: none"> <li><b>Legislative session outcomes</b></li> </ul>	<p>Greg reports a mixed year. Document recording fee legislation lost, but home foreclosure legislation was a positive, as is a policy allowing telephonic consent for homeless housing assistance.</p> <p>Under Disability Lifeline (was GAU/GAX), participants received cash assistance. New legislation makes the cash assistance go away. We expect to see an increase in homelessness among those with complex needs. Funding, though not as much as cash assistance amounts, will be going to counties for local housing assistance. Expected to roll out in September and implemented in November, we don't know what Commerce guidelines will be.</p> <p>Section 8 program doesn't have enough funding to lease 100%. Application work continues by the Housing Authority to apply for supplemental funding. A grant application is due June 23. Rents are increasing due to lack of units.</p>	

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<ul style="list-style-type: none"> <li data-bbox="327 169 524 229">• <b>Relocation Assistance</b></li>   <li data-bbox="327 469 555 660">• <b>Housing element update to the City Consolidated Plan</b></li> </ul>	<p data-bbox="602 169 1444 427">A draft of the relocation assistance document was provided to attendees. The City of Bellingham is moving forward, and the County will add \$5000 to support the HSC-administered program. The program allows for tenant relocation when housing unit is unsafe. Reimbursement of the allocation will be from the landlord. The normal means of enforcement will take place with the landlord given the opportunity to rectify unsafe conditions. If the landlord is noncompliant, relocation would take place.</p> <p data-bbox="602 469 1444 820">A draft of the Housing Inventory and Community Profile of the City Consolidated Plan was provided to attendees. The needs assessment has not yet been done and housing inventory is being update. Section 8 figures are county-wide. The profile of Bellingham compared to the rest of the county is strikingly different regarding housing type, demographic, and household type. Only available inventory information and profile are presented, and goals are not outlined in the document provided. Income/employment modeling information will be gathered. Recommendations will be drafted, and David Stalheim requested input.</p>	<p data-bbox="1471 268 1989 360">Gail will contact Gary Tomsic, who has missed the last two meetings, to request small cities input.</p>
<p data-bbox="275 831 533 858"><b>5. On the Horizon</b></p> <ul style="list-style-type: none"> <li data-bbox="327 863 524 959">• <b>Changes in Service Delivery</b></li> </ul>	<p data-bbox="602 831 1444 890">Some changes have already been addressed. We are currently looking at:</p> <ul style="list-style-type: none"> <li data-bbox="651 895 1444 991">• A targeted prevention approach to be implemented soon to target eviction prevention among lower income individuals to decrease number of those entering homelessness.</li> <li data-bbox="651 995 1444 1054">• Ensure coordinated intake program is taking place county-wide to decrease the number of wait lists.</li> <li data-bbox="651 1059 1444 1155">• Permanent housing: taking the “housing first” concept even further, making more permanent housing available, including supportive housing.</li> </ul> <p data-bbox="602 1160 1444 1193">All of the above is in alignment with HEARTH Academy training</p> <p data-bbox="602 1230 1444 1385">VASH Training: A best practice presentation was given by Whatcom County agencies and staff. All but one or two vouchers are leased. Kudos to our Homeless Service Center for implementing the county VASH voucher program so effectively and efficiently.</p>	

Agenda Item	Discussion	Action/Who
	The current Whatcom County Housing Advisory Committee appointment list was provided to members. Members are asked to review their contact information, and contact Vicki with changes.	
<b>Adjourn</b>	The meeting was adjourned by acclamation at 10:03 a.m.	
<b>Next Meeting</b>	<b>August 11, 2011</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>	