

# Urban County Policy Board Meeting Minutes

1300 Franklin Street, Room 679

Vancouver, Washington

March 14, 2016

## **URBAN COUNTY POLICY BOARD MEMBERS PRESENT**

Councilor Julie Olson

Mayor Philip Johnson

Pete Capell

Jeff Sarvis

Mayor Ron Onslow

David Scott

Bart Stepp

Clark County

City of Battle Ground

City of Camas

City of La Center

City of Ridgefield

City of Washougal

City of Woodland

## **GUESTS**

Jim Hodges (City of Camas); Bryan Kast (City of Ridgefield); Leanna Fabian (Evergreen Habitat for Humanity); Diane Linn (Proud Ground); Ben Sturtz, (REACH); Fred Dockweiler (Chanmi Development); Michelle Quesada (Community Services Northwest); Dennis Morrow, Scott Conger (Janus Youth Programs); Amy Reynolds (Share); Peggy Sheehan, Danell Norby (City of Vancouver)

## **STAFF**

Michael Torres, Samantha Whitley, Janet Snook, Patricia McConaughy

## **CALL TO ORDER**

The meeting was called to order by Chair Olson at 8:34 a.m.

### **I. Introductions**

### **II. Approval of February 8, 2016, Meeting Minutes**

The minutes from the February 2016 meeting were approved following a motion by Jeff Sarvis that was seconded by Pete Capell.

### **III. 2016 Available Funding**

Michael Torres reviewed the 2016 funding availability. CDBG funding increased \$20,838 over the 2015 allocation. With reprogrammed funds from 2015, the available funds for infrastructure total \$584,335, and for social services is \$392,335. HOME funding increased \$33,029 over 2015. Available HOME funds total \$481,370.

### **IV. CDBG Project Scoring and Selection**

David Scott made a motion to approve funding for infrastructure projects as displayed in the spreadsheet. Mayor Onslow seconded. Motion carried.

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CDBG Infrastructure					
Agency	Project	Average Score	Amount Requested	UCPB Funded Amount	Remaining Balance
<b>Available Infrastructure Funds</b>					<b>\$ 584,335</b>
Camas	Camas Franklin North Neighborhood Improvements	74.17	\$ 250,000	\$ 250,000	\$ 334,335
Woodland	Beechwood Sidewalk Project	70.17	\$ 138,500	\$ 138,500	\$ 195,835
Ridgefield	Downtown Accessibility Improvements	64.83	\$ 156,700	\$ 156,700	\$ 39,135
Battle Ground	Kiwanis Park Access and Playground Enhancement	63.33	\$ 34,900	\$ 34,900	\$ 4,235
<b>Total</b>					<b>\$ 580,100 \$ 4,235</b>

After Proud Ground confirmed they could still use \$58,570 of their \$195,000 request, Pete Capell made a motion to approve funding social services as shown, and to be amended if City of Vancouver does not fund joint projects. Jeff Sarvis seconded. Motion carried.

CDBG Social Service					
Agency	Project	Average Score	Amount Requested	UCPB Funded Amount	Remaining Balance
<b>Available Social Service Funds</b>					<b>\$ 642,335</b>
<b>Add carryover from Infrastructure</b>			<b>\$ 4,235</b>		<b>\$ 646,570</b>
Clark County	2016 Homeowner Rehab Set-Aside			\$ 250,000	\$ 396,570
The Salvation Army	Vancouver Corps Community Center New Construction	83.71	\$ 153,000	\$ 153,000	\$ 243,570
CDM Caregiving Services	Aging with Dignity New Construction	81.71	\$ 140,000	\$ 140,000	\$ 103,570
Foundation for the Challenged	Homes X Acquisition	79.14	\$ 45,000	\$ 45,000	\$ 58,570
Proud Ground	Scattered-Site Homeownership	77.57	\$ 195,000	\$ 58,570	
Evergreen Habitat for Humanity	Land Acquisition	76.71	\$ 200,000		
Janus Youth	The Nest Case Management	72.14	\$ 25,000		
Vancouver Chamber of Commerce	Small Business Assistance	71.86	\$ 55,000		
Hispanic Chamber of Commerce	Small Business Assistance	71.71	\$ 100,000		
Share	ASPIRE Case Management	66.14	\$ 50,000		
<b>Total</b>				<b>\$ 646,570</b>	

*Funding for CDM Caregiving Services and The Salvation Army is dependent on these projects receiving joint City of Vancouver funding.*

## V. HOME Project Scoring and Selection

Representatives from Share and Janus were asked if they could utilize HOME funds for Tenant Based Rental Assistance (TBRA) without CDBG Case Management funds. Both providers indicated they would seek case management funding from other sources, and will keep the county informed. David Scott moved to fund HOME projects as shown, and to amend to reallocate TBRA funds if needed. The motion was seconded by Pete Capell, and carried.

HOME					
Agency	Project	Average Score	Amount Requested	UCPB Funded Amount	Remaining Balance
<b>Available HOME Funds</b>					<b>\$ 546,237</b>
Janus Youth Programs	The Nest Rental Assistance	90.14	\$ 125,000	\$ 125,000	\$ 421,237
REACH CDC	62nd Ave/Isabella Senior Housing (Phase II)	81.71	\$ 250,000	\$ 250,000	\$ 171,237
Share	ASPIRE Rental Assistance	77.71	\$ 250,000	\$ 171,237	
Community Services Northwest	Clark Homeless Engagement Collaboration (CHEC)	64.86	\$ 125,000		
<b>Total</b>				<b>\$ 546,237</b>	

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## **VI. UCPB Bylaws**

The Urban County Policy Board bylaws were updated to change commissioner to councilor; to add that the County councilmember will serve as chair; and to express that the board will meet at least five times each year. A motion was made by David Scott to approve the revisions, Mayor Onslow seconded, and the motion passed.

## **VII. Department of Community Services Strategic Planning**

Input was sought by Patricia McConaughy, who presented proposed mission, vision, and value statements for the department. These were drafted by Department of Community Services' staff through a Theory of Change process to remain aligned with the County's revised mission statement and to better coordinate between the programs. Board members suggested:

- Adding accountability and data-driven outcomes to the mission.
- Tracking outcomes and activities in contracts with service agencies.
- Restructuring the statement from "Mission of DCS . . ." to "Clark County DCS mission is . . ."
- Making the mission statement succinct: shorter is better.
- Defining the "we;" clarifying it is DCS and the community.
- Educating to include setting up opportunities for jurisdictions to learn more of what DCS does and recognizing the process of learning for existing and new staff.

## **VIII. Other**

- Bart Stepp indicated it is becoming more difficult to find qualifying infrastructure projects due to the annual American Community Survey data and survey requirements for low-income areas.
- Next meeting will discuss HUD monitoring, which included one finding regarding how to document low/mod-income service areas.
- Future meetings will also address a way to combine the TBRA/case management applications as a single proposal to award both the CDBG and HOME funds needed for one program.

## **IX. Adjournment**

Meeting adjourned at 9:47 a.m.