Urban County Policy Board Meeting Minutes

1300 Franklin Street, Room 679
Vancouver, Washington
September 5, 2017

URBAN COUNTY POLICY BOARD MEMBERS PRESENT

Councilor Julie Olson	Clark County
Mayor Philip Johnson	City of Battle Ground
Pete Capell	City of Camas

STAFF

Michael Torres, Rebecca Royce, Samantha Whitley, Janet Snook

CALL TO ORDER

The meeting was called to order by Chair Olson at 8:35 a.m.

I. Introductions

II. March 13, 2017, Meeting Minutes

Approval of the March minutes was postponed to October meeting due to lack of quorum.

III. Draft 2016 Program Year CAPER

The 2016 Consolidated Annual Performance and Evaluation Report (CAPER) details projects funded throughout the CDBG and HOME program year July 1, 2016, and June 30, 2017. The draft report will be presented to Councilors and submitted to HUD by the end of the month. All contracts are progressing on schedule. Evergreen Habitat for Humanity was unable to acquire a suitable buildable parcel, so $71,000 of CDBG funds they were awarded in 2016 will be transferred to Consumer Voices are Born 2017 facility rehabilitation project.

IV. 2018 CDBG and HOME Application Update

CDBG and HOME pre-applications are mandatory and will be available October 1, 2017. They are due by October 31. Final CDBG applications are due December 1, and final HOME applications are due December 15. Administrative review will not be required for most applicants at pre-application. Applicants are encouraged to attend the pre-submittal meeting at 9:00 a.m. on October 9, 2017, to learn of updates to the application process.

V. SAO Audit Finding on HQS Inspections

A State audit found inadequate internal controls were in place to ensure all required HOME properties were inspected on schedule. An unsupported tracking database and changes to HUD rules were identified as leading to this deficiency. Corrections have been made to internal procedures to prevent future oversight of these inspections.

Also, Clark County Citizens United filed a complaint with the State Auditor's Office and the Attorney General's office regarding how CDBG funds are spent in Clark County based on the 2017 Action Plan. The SAO ruled the complaint was without merit.

VI. Adjournment

Meeting adjourned at 9:18 a.m.

Next Meeting: October 9, 2017, 8:30 a.m., in the Training Room

Followed by CDBG and HOME Pre-submittal presentations at 9:00 a.m.