

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES

Center for Community Health
1601 E Fourth Plain, Room C210C
January 8, 2019

| PRESENT | EXCUSED | ABSENT | STAFF |
|-----------------|-----------------|--------|----------------|
| Mavis Nickels | Laurie Lebowski | | Rebecca Royce |
| Bridget McLeman | Lydia Sanders | | Michael Torres |
| Sheree Thun | | | Janet Snook |
| Adam Kravitz | | | |
| Karyn Kameroff | | | |
| Hilaree Prepula | | | |

Guests: Kate Budd (Council for the Homeless); Vanessa Gaston (Clark County)

- I. Call to Order/Introductions
- II. Election of 2019 CAAB Executive Officers
Nominations were accepted as follows:
Chair: Bridget McLeman
Vice Chair: Lydia Sanders
Secretary: Adam Kravitz
A motion was made by Mavis Nickels to elect the nominees. The motion was seconded by Adam Kravitz, and carried.
- III. November 13, 2018, Minutes
The minutes were approved.
- IV. CAAB Bylaws (Org. Std. 5.4)
A copy of the bylaws adopted May 2018, was distributed.
- V. January – September 2018 Outcomes Report (Org. Std. 4.4, 5.9, 8.7)
All contracts are on track to meet their outcomes and for spending. Spending is monitored closely as contracts near expiration to ensure funds are spent.
- VI. Conflict of Interest Policy (Org. Std. 5.6) and Board Member Responsibilities (Org. Std. 5.8)
Members are to read, sign, and return these forms.
- VII. 2019 Board Member Roster
A list of current board members was provided. Recruitment for vacant positions is continuing.
- VIII. Homeless Action Plan Distribution
The Homeless Action Plan, adopted September 3, 2018, was distributed. This report informs goals towards which applicants should work. Time will be designated at future meetings to discuss in more depth.
- IX. 2019 Work Plan Discussion
On motion from Mavis that was seconded by Adam, the proposed work plan was approved with the possibility of changing the meeting date to the first Tuesday of each month following further discussion. The March meeting will be extended and an April meeting included for presentations from applicants. Future meetings will include broader discussion of ongoing topics.

- X. RFA Application Review Discussion
Three options were presented for scoring of applications. Hilaree Prepula made a motion to proceed with option 3: two subcommittees each review half of all applications. The motion was seconded by Mavis, and passed.
- XI. Advocacy Task Force Discussion
An Advocacy Action Plan, including strategies and actions for increasing understanding of homelessness, developing relationships with organizations, connecting with advocacy groups, and educating the community, was distributed. The next Task Force meeting will narrow the ideas to specify actionable items. An associations list of agencies, cities, school districts, advocacy organizations, coalitions, and neighborhood associations, was also circulated. Mavis moved to adopt the Action Plan as presented, with the possibility of adding additional items as identified; Adam seconded the motion, and the motion carried.
- XII. Homeless Crisis Response System (HCRS) and Best Practices
The focus of the HCRS is to move people into permanent housing. Currently, there is not enough capacity. Best practices recognize everyone is ready for a safe, decent place to live without preconditions or continuing requirements; any interventions must be data-driven, outcome-based, effective, trauma-informed, and inclusive; and services must be client-centered with consumer involvement and peer support. Outreach focuses on intensive, purposeful engagement for specific individuals. Coordinated entry and assessment maximizes limited resources while assessing everyone for the same services. It seeks to place people in the best housing based on their barriers and vulnerabilities. Diversion empowers individuals to identify or stabilize in housing without entering the system. Targeted Prevention reduces barriers to housing for those most likely to become homeless. Crisis and Interim Housing includes emergency shelters, systems of care, and transitional housing. Rapid Rehousing provides rental and move-in assistance for up to two years utilizing progressive engagement. Permanent Supportive Housing focuses on housing stability for the highest need households with persistent engagement and supports.
- XIII. Housing types and what makes them effective
Definitions, prioritized populations, performance measures, and requirements were detailed for Rapid Rehousing, Permanent Supportive Housing, Interim Housing, Outreach, and Targeted Prevention. The information is available at <https://www.clark.wa.gov/community-services/applications>.
- XIV. RFA Questions: What to look for in the RFA answers
A scoring continuum detailing the expected content for each application question was provided for board members to use when evaluating applications.
- XV. ZoomGrants Training
Members were shown the ZoomGrants system to be prepared for scoring applications including how to log into ZoomGrants and to select Review Tools to get to the scoring screens. Printed instructions were also provided.
- XVI. Clark County Community Services Director Update and 2019 Priorities
New County Manager, Shawn Henessee, initiated a reorganization of County services. Community Services will now include Indigent Defense, and is expected to include the Children's Justice Center once approved by their board.
XPIO has been hired to identify solutions for producing aggregate reporting of data collected throughout Community Services. A Data Workgroup will determine information to collect.
Staff is continuing to be trained in Equity and Inclusion. Information will be provided to advisory boards in the future.
Housing Options, a report commissioned by Community Services and completed by Andy Silver with the Housing Initiative LLC, has become a community blueprint for behavioral health housing. More than 125 new units are expected to be available by 2020.

XVII. Strategic Plan Update (Org. Std. 6.5)

Goals of the adopted Strategic Plan are housing stability, economic advancement, well-being, and connected and resilient community. Steps to achieve these goals include: Data Collection, as discussed by Vanessa; Outcome-Based Contracting, which has been incorporated into all contracts; Staff Development, which includes Equity and Inclusion training; Outreach and Engagement, which has been demonstrated in published reports; and Program Specific Activities, which encompasses all areas of the department.

XVIII. Other Business

Next meeting: 8am-noon, March 12, 2019, at the Center for Community Health

Meeting adjourned.

Adam Kravitz, Secretary

rr