

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES
DEPARTMENT OF COMMUNITY SERVICES
1601 E Fourth Plain, Room C210C
July 14, 2015

<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>	<u>STAFF</u>	<u>GUESTS</u>
Armando Herrera	Mavis Nickels		Pete Munroe	Andy Silver
Lydia Sanders	Melodie Pazolt		Rebecca Royce	
Paula Martin	Jessica Ghiglieri		Janet Snook	
Anne McEnery-Ogle			Kate Budd	
Sheree Thun				
Julie Rotz				

- I. Call to Order/Introductions
The meeting was called to order at 8:00 a.m. by Chair Armando Herrera.

- II. Approval of May 12, 2015, Meeting Minutes
The May 12, 2015, minutes were approved after a motion by Councilmember McEnery-Ogle and seconded by Lydia Sanders passed.

- III. Emergency Food & Shelter (EFSP) Priorities
A memo regarding the EFSP program was distributed to the board. EFSP funds are federal dollars through the Federal Emergency Management Agency to provide emergency food and shelter services. Based on the needs in the community and agency requests for funding during the last three years, staff recommended the Board allocate 40 percent of funds to Mass Shelter and 30 percent each to the Rent/Mortgage Assistance and Food Assistance categories. Lydia Sanders made a motion to allocate 40 percent of the funds to mass shelter, with the remaining funds divided equally between Rent/Mortgage Assistance and Food Assistance. Councilmember McEnery-Ogle seconded the motion. The motion passed.

- IV. 2014 Report to the Community
The 2014 Report to the Community document was presented to the Board at the May meeting. Feedback was incorporated into the report and brought to the Board for adoption. Councilmember McEnery-Ogle made a motion to adopt the 2014 Report to the Community as written. Lydia Sanders seconded the motion. Motion passed.

- V. Updated By-Laws
Rebecca explained that new Organizational Standards for Community Action Agencies mandated at the federal level has required updates to the CAAB By-Laws. This provided an opportunity to review and make changes to better align with the current structure of the Board. Updates include: changing “Commissioners” to “Councilors,” the Annual Priority Plan is now a three-year Community Needs Assessment, new members will now participate in an orientation, and details regarding member attendance at meetings, elections, and special meetings are explained. Board members were asked to review the changes and provide feedback to Rebecca by the end of August. The updated By-Laws will be adopted at the September meeting.

- VI. New CSBG Standards
Additional changes required by the new Organizational Standards include that all members must sign a Conflict of Interest policy annually and a CAAB Member Role Description. The County Whistleblower Policy will also be provided to members. New members will now receive an orientation notebook containing all necessary documents and a checklist of contents to verify receipt. If current members have not received one of the necessary documents on the checklist or

would like a new complete orientation notebook, please contact Rebecca and one will be provided at the September meeting.

VII. RFA Details

Pre-applications for the Request for Application (RFA) were received by June 30. There were several Housing and Homeless Services and Community Action Program applications. Staff has conducted an administrative review of each agency and will notify approved applicants to proceed with the full application. Due to the number of applications received, Board members will be divided into sub-committees to review and score a selection of the Housing applications and all of the Community Action applications. The September board meeting is scheduled from 8:00 a.m. to 12:00 p.m. for presentations, and scores will be due by the end of September for those applications. Additional presentations and scoring will occur in October. The Board will make funding recommendations at the November meeting. Two-year contracts will begin January 1, 2016. Members are encouraged to review the Community Needs Assessment and the Homeless Action Plan for guidance. Members who would like training on the ZoomGrants grant management program are encouraged to contact Rebecca to schedule a time.

VIII. State of Homelessness in Clark County

Andy Silver, executive director of Council for the Homeless (Council), provided an overview of homelessness in Clark County. He explained that Clark County has high demand, but few resources in the private rental market and it remains difficult to find landlords willing to rent to tenants with barriers. The current focus of the Council is to encourage owners of larger complexes to set aside a percentage of units. Other related efforts in the community include research to provide a day center for people who are homeless, Lincoln Place, 30 units of permanent supportive housing for those who are chronically homeless, is scheduled to open in Spring 2016, and Freedom's Path, a 50 unit building for veterans who are homeless and/or disabled, is under construction. The Vancouver Housing Authority will also reopen its waitlist for specific populations.

IX. Legislative Update

- Kate gave an update regarding the State budget, signed by Governor Inslee on June 30, enabling agencies to spend current fiscal year funds. The Capital budget approved \$75 million for the housing trust fund for vulnerable populations, covering a two-year period, and \$15 million in weatherization funds for households who are low-income. The Operating budget fully funded the Housing and Essential Needs (HEN) program and funded the Aged, Blind and Disabled (ABD) program. Temporary Assistance for Needy Families (TANF) funds increased nine percent. The Community Voicemail and Washington Telephone Assistance Program were not funded. The Office of Youth Homelessness, a new department through the Department of Commerce was authorized and funded. House Bill 2236, which enables counties to approve through a vote of the people a new affordable housing tax option of 0.1 percent, was also approved.
- Pete provided information regarding the federal budget. The House of Representatives approved Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) program budgets similar to last year, and increased the Homeless Assistance Grant by \$50 million. The Senate Appropriations Committee cut \$10 million from CDBG budget and about 96 percent of HOME funding. There is no indication that a budget will be approved by the end of the federal fiscal year and a Continuing Resolution will most likely be passed to keep the federal government in operation into December. House resolution 1655 to reauthorize Community Services Block Grant (CSBG) funds is pending. The National Community Action Foundation is meeting with several members of Congress to get additional Republican co-sponsors of the bill.

X. January – March 2015 Funding Outcomes Report

A report reflecting program spending and progress toward outcomes through the first quarter of 2015 was reviewed. Community Fund contracts began in 2015; CHG contracts are from 2014-2015,

and ESG contracts are a blend. Agencies providing rental assistance are spending more time and money per household because they are working with people who have higher barriers to housing.

XI. Other Business

- Dale Whitley provided information about the Point in Time Count at the May CAAB meeting. Additional information was provided to show 85.09% of individuals who identified as homeless during the count reported their last permanent zip code as one in Clark County. Only 3.9 percent of individuals interviewed reported their last permanent zip code was in Portland, OR.
- A calendar of advocacy opportunities was provided. The Vancouver Affordable Housing Task Force, which is not on the list, meets every second Thursday at 8:45 a.m. at City Hall.
- Julie Rotz, a Camas School Board member, has joined the CAAB to fill the vacant Elected District 2 position previously held by Joyce Lindsay. Julie was welcomed to the board and an updated Board roster was presented.

XII. Adjourn

Councilmember McEnery-Ogle moved to adjourn the meeting; Lydia Sanders seconded. Meeting adjourned at 9:32 a.m.

Next meeting: September 8, 2015, 8:00 a.m. – 12:00 noon, 1601 E Fourth Plain, Room C210 C

Lydia Sanders, Secretary
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