

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES

DEPARTMENT OF COMMUNITY SERVICES

1601 E Fourth Plain, Room C210C

September 8, 2015

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

GUESTS: Dennis Morrow, Chuck Cole, Alaire deSalvo, Scott Conger, Heather Wilkins (Janus Youth Programs); Dee Sanders, Shannon Zgrzensci, Cara Kangas, Thomas Breitenbauch, Amy Reynolds, Katherine Garrett, Willie Hurst, Chuck Mercier, Sarah Widing (Share); Stephanie Barr, Annette McLean, Kathryn Cowan (YWCA SafeChoice); Jared Sanford (Lifeline); Debby Dover, Denise Stone (Second Step Housing); Michelle Quesada (Community Services Northwest); Beth Kennard, Sarah Bowens (Salvation Army); Judith Caira (Affordable Housing Solutions); RJ Stangland, Jani Belcoe (Impact Northwest)

I. Call to Order/Introductions

The meeting was called to order at 8:07 a.m. by Secretary Lydia Sanders.

II. Approval of July 14 2015, Meeting Minutes

The July 14, 2015, minutes were approved after a motion by Councilmember McEnery-Ogle and seconded by Julie Rotz passed.

III. Approval of Updated By-Laws

Updates to the By-Laws prompted by the newly-mandated federal Organizational Standards for Community Action Agencies have been incorporated, as discussed in the last meeting. This includes: changing "Commissioners" to "Councilors," changing the Annual Priority Plan to the three-year Community Needs Assessment, requiring new members to participate in an orientation, and explaining details regarding member attendance at meetings, elections, and special meetings. Board members were notified by email of an additional change to always "Consider the current Community Needs Assessment and outcome reporting when making priority recommendations." Councilmember McEnery-Ogle moved to accept the By-Laws as amended. The motion was seconded by Julie Rotz and passed unanimously.

IV. 2016 Officers

Armando Herrera has indicated he will no longer be able to Chair the board in January. Lydia Sanders has expressed interest in this role, which will create a vacancy in the Secretary position. Paula Martin has agreed to continue as Vice Chair. Officers attend a planning meeting one week before CAAB meetings, and the secretary signs the approved minutes. Councilmember McEnery-Ogle nominated Mavis Nickels for secretary. Mavis accepted the nomination. Official nominations will be made at the November meeting for a vote at the January retreat.

V. RFA Timeline, Scoring, and Presentation Process

Housing & Homeless Services applicants present later in this meeting. Application scores are due by September 30. Members' assignments for scoring are listed on the reverse side of the Agenda. Presentations at this meeting include competitive programs for rental and housing assistance. Sole-source programs, such as HMIS, 211 info, Housing Solutions Center, and emergency shelters, have already been funded.

Each CAAB member will be sent an email with the member's ZoomGrants login. There have been some changes to scoring in ZoomGrants. Board members are encouraged to open two sessions of ZoomGrants to more easily access the application while scoring. Reading all applications before scoring is also recommended for fairness and transparency in scoring. Rebecca Royce or Kate Budd may be contacted for assistance working in ZoomGrants. Average scores will be reviewed at the October meeting for funding allocations.

The Community Action programs will present at the October meeting. Scores are due by the end of October.

VI. Other Business

- April-June 2015 All Funding Outcomes Report
Second quarter outcomes and spending for currently-funded agencies was provided. This report shows how agencies have done year-to-date.
- CSBG Monitoring, September 17-18
Washington State Department of Commerce will be reviewing files for compliance with funding requirements and guidelines, and CAAB records for compliance with new organizational standards that take effect October 1.
- New Binders
CAAB member binders are being updated and overhauled for completeness. Please refer to the binder checklist and contact Rebecca Royce for any missing documentation.
- Community Action Program presentations, October 13, 2015, 8:00 a.m. to 11:00 a.m.
- Mavis Nickels and Lydia Sanders shared a Family Calendar and Resource Guide prepared for Battle Ground students who are homeless. The Guide contains important school and community resources' phone numbers, student rights under the McKinney Vento bill, tips for working with students who are homeless, and a calendar for tracking appointments.

VII. Housing & Homeless Services Application Presentations

The definitions of the housing types are included on the back of the presentation schedule. Also included with member packets is a document showing which agencies are receiving funding in the current biennium. Each agency has five minutes to present followed by five minutes for questions and answers from the board. CVTV is recording the presentations for members who are absent. Draft minutes will be posted on the Clark County website as soon as they are available.

Rapid Re-housing: To quickly move individuals and families who meet the HUD definition of literally homeless to permanent, stable housing. Assistance is offered without precondition, and services are tailored to the unique needs of the household. Assistance averages four-to-six months, but may extend to 24 months. (Source: USICH)

- Community Services Northwest: CHEC Case Management (Presenter: Michelle Quesada)
Request: \$50,000
CHEC provides housing assistance to all Clark County residents who do not have a place to spend the night. This includes people living on the street and those reentering from a system of care such as a hospital, in-patient facility, or jail. Individuals are referred from the Housing Solutions Center (HSC). CHEC has a full-time case manager that can assist approximately 15 clients at a time. Currently, this includes those enrolled in mental health services, PATH, and PCAP. Funding will enable CHEC to provide more case management to increase coordination between system providers, increase permanent and stable housing, and support clients to be

better renters. It is estimated CSN turns away five callers each month, and more are not referred from HSC due to limitations.

- **Community Services Northwest: CHG Rapid Re-housing (Presenter: Michelle Quesada)**
Request: \$139,784
CSN's CHG program serves individuals who were literally homeless before entering a system of care and will be literally homeless upon exiting the system of care. CSN helps find a rental unit and provides deposit and emergency utility assistance. The landlord is paid directly from CSN, and inspections are coordinated with the landlord. Case management is offered through the light-touch approach, and clients are progressively engaged to become self-sufficient, including taking Rent Well classes. Referrals are received from HSC and are SPDAT-assessed to have moderate level needs. Clients must enroll in the program within 14 days of discharge, and meet with the case manager at least once each month. The goal is that 100% of clients will be housed and 80% of those will remain in stable housing after six months, as clients increase knowledge of resources and skills. Eight people were served in this program last year.
- **Impact Northwest: Rapid Re-housing (Presenters: RJ Stangland and Jani Belcoe)**
Request: \$120,603
Impact provides same day referral response, crisis intervention, expedited intake, and landlord engagement. Using the progressive engagement model, case managers work with clients to identify strengths and challenges and develop an action plan and goals. Trauma-informed care aims to avoid re-victimization and maximize survivor choices to control self-healing. The goal is to serve 15 households, focusing on those exiting domestic violence or addictions, families with children, individuals who are recently homeless, and people in rural areas, with 100% housed and 80% maintaining permanent housing at six months. Impact maintains a list of landlords for referrals and helps work through barriers to housing. Clients meet weekly with the case manager.
- **Janus Youth: The Nest (Presenters: Dennis Morrow and Scott Conger)**
Request: \$100,000
Janus serves youth 18-25 who are homeless with the housing plus model, boasting a 90% success rate. Janus offers three programs, each having a different point of entry. Most youth are initially identified through street outreach. They receive intensive case management at The Perch, and are rehoused through The Nest. This grant is intended to serve 11 households, including 25 individuals. Janus has developed relationships with landlords to expedite housing. Clients are re-parented to cultivate skills and development, and are given resources for success.
- **Share: FAST (Presenters: Thomas Breitenbauch and Sara Widing)**
Request: \$200,000
Serving individuals who are homeless is more expensive to the community than individuals who are housed. Share provides the light-touch, hands-on approach to assist clients in reducing barriers, meeting with landlords, establishing payment plans for debts, establishing goals, attain self-sufficiency, and obtain referrals. Clients meet with case managers monthly. Shared living arrangements provide an affordable option for those with significant barriers. Last year, 55 households were served, of which 82% remained housed for six months.
- **The Salvation Army: Moving Forward Together (Presenters: Beth Kennard and Sarah Bowens)**
Request: \$200,000
The Salvation Army's (TSA) vision is for all human needs to be met through providing respect and dignity to individuals. Families who are homeless in Clark County are referred to TSA by the HSC. The objective is for families to quickly obtain permanent housing through use of short-term rental subsidies and housing search assistance, and to stabilize in permanent housing with

access to resources and community support. TSA uses progressive engagement and the light-touch model, service integration, motivational interviewing, SOAR, Housing First, assessment, and landlord outreach. The goal is to serve 16 or more families in the next year.

- **YWCA Clark County: SafeChoice Shelter Rapid Re-housing (Presenters: Stephanie Barr and Annette McLean)**
Request: \$59,575
The SafeChoice program serves survivors of domestic violence (DV), which is the leading cause of homelessness and results in a high loss of support systems and employment. SafeChoice uses the Housing First model providing flexible financial assistance, housing stability, trauma-informed survivor-driven advocacy, and community engagement, enabling 96% of survivors to retain housing after 18 months. The YWCA believes fear of homelessness should not keep a person in domestic violence. In 2014, 1085 participants were served; 21 households exited the DV shelter to safe and stable housing. YWCA can serve up to ten families at a time. This request for funding is to serve families leaving the shelter.

Permanent Supportive Housing (PSH): Long-term independent supportive housing for people who are literally homeless and have disabilities, high vulnerability, and housing barriers, through a Housing First Model. Services provided address the special needs of individuals, but participation in services is voluntary. Case management is community-based. (Source: CHG Guidelines)

- **Affordable Housing Solutions: Freedom's Path at Vancouver (Presenter: Judith Caira)**
Request: \$75,000
Freedom's Path at Vancouver will provide 50 units of PSH for veterans when complete. Of these, 40 units will be occupied through HUD VASH vouchers. AHS is seeking rental assistance for the other ten units and a case manager. The seven one-bedroom and three efficiency units will be furnished and occupants will receive a move-in kit. Residents have access to all VA services, including mental and physical health, recovery, and employment assistance. Using the Housing First model, the VA has streamlined its application process. There are no restrictions and no service requirements. It is estimated there are 170 veterans currently looking for housing in this area.
- **Community Services Northwest: The Welcome Home Program (Presenter: Michelle Quesada)**
Request: \$149,462
The Welcome Home proposal merges two programs into one to reduce administrative costs and enable participants more time with case management. The program seeks to serve 10 families or individuals who are chronically homeless maintain permanent supportive housing using the Housing First model. Clients are referred from the HSC and have been identified as people exiting systems of care with complex barriers to housing. Clients receive Rent Well training, employment referrals, support for disabilities or recovery, and other resources. Last year, 12-13 families were served in the two programs.
- **Impact Northwest: Homes for Good Permanent Supportive Housing (Presenters: RJ Stangland and Jani Belcoe)**
Request: \$52,421
Homes for Good served five chronically homeless and vulnerable households last year and have five clients pending, using the Housing First model. All of these remain housed today. Impact uses mobile outreach and HSC referrals to identify clients. The program is strengths-based and trauma-informed, and provides tenant education, life skills development, and community involvement. It aims to avoid re-victimization and enable clients to be in control of their healing process. Funding would allow Impact to serve an additional four households this year.

- Janus Youth: Connections (Presenters: Scott Conger and Dennis Morrow)
Request: \$100,000
Connections help youth 18-25 with housing barriers, to find permanent housing. This is done through what Janus calls the housing plus model, which assists youth attain whatever services are needed to ensure they do not go back on the street. Youth tend to be the highest utilizers of community services. Connections will build relationships and networks to support youth as long as needed. Funds are sought to serve five households.
- Share: Bridging the Gap (Presenters: Katherine Garrett and Willie Hurst)
Request: \$85,000
Single adults who have been assessed as having the highest needs are assisted towards obtaining a master lease. Bridging the Gap pays for rent and repairs, meets with landlords regularly, and sees the client three times a week. Five people were housed last year; seventeen people are in the program. These are long-term clients needing stabilizing, and may never terminate assistance.
- Share: Permanent Supportive Housing (Presenters: Amy Reynolds and Shannon Zqrzensci)
Request: \$200,000
Share serves chronically homeless individuals who are exiting systems of care and have the most barriers to finding housing. These individuals cost \$1,700 a month to house, but cost \$8,000 a month in systems of care. Currently, Share has ten people in the program. They are reassessed every three to five years to ensure they still need to be in PSH. Share utilizes motivational interviewing, and service integration to identify housing stability plans and harm reduction. After one year, 88% remained stably housed and 83% were working to increase income.

Prevention Assistance: Providing short to medium-term supportive services and rent assistance to households at-risk or at imminent risk of homelessness through targeted prevention. Successful targeted prevention reduces the number of households who actually become homeless. Assistance averages four-to-six months, but can extend to 24 months. (Source: HUD Performance Training)

- Impact Northwest: Prevention (Presenters: RJ Stangland and Jani Belcoe)
Request: \$120,603
Impact has prevented 35 families from becoming homeless in the past 2.5 years. Over 92% of these remained housed after one year. This is accomplished by employing rapid intervention, prioritizing response to acute crises, and negotiating with landlords. Assessment is strengths-based, person-centered, trauma-informed, using progressive engagement and motivational interviewing. Funds would enable Impact to serve three more families, with a goal of 80% maintaining permanent housing at one year.
- Janus Youth: Bridges (Presenters: Dennis Morrow and Scott Conger)
Request: \$100,000
Youth will not access adult systems, so the Bridges program reaches out to them. It is estimated \$65 million in community costs is saved through keeping youth in homes. Bridges Prevention, The Nest (RRH), and Connections (PSH) are operated by the same three staff. Currently, Bridges is serving around ten youth families with up to two years of assistance, however most clients only require two to three months assistance. Most become self-sufficient by age-out (25), at which time they cannot be financially assisted, but will continue to receive referrals and resources. Bridges has an over 90% success rate.
- Share: Prevention (Presenters: Amy Reynolds and Cara Kangas)
Request: \$200,000

Share provides short-term assistance to those at the highest risk of slipping into homelessness, which includes families with children under age 6, those who have experienced homelessness previously, and those with multiple housing barriers. Assistance includes eviction prevention, paying back rent and fees, providing case management, helping clients learn to budget, and creating a housing stability plan. In 2015, Share served 28 households, all of which created budgets and housing stability plans, and were housed at the time of graduation.

- The Salvation Army: Moving Forward Together – Homeless Prevention (Presenters: Beth Kennard and Sarah Bowens)
Request: \$185,000
Moving Forward Together stabilizes households through developing housing stability plans and implementing a graduated approach with the goal that clients are able to pay 100% of housing costs by six months. TSA focuses on landlord outreach, establishing relationships with landlords for prevention, and tenant education. TSA mediates when problems arise.
- YWCA Clark County: SafeChoice Domestic Violence Homeless Prevention Assistance (Presenters: Stephanie Barr and Annette McLean)
Request: \$58,391
The YWCA serves 1,100 survivors of domestic violence each year. Survivors are at high risk of homelessness due to fleeing DV. Funding is requested to serve 30 survivors and their children, and provide 15 more with case management and community engagement.

Transitional Housing: Provides up to 24-months of housing and appropriate supportive services to people who are literally homeless, focusing on youth and those who are exiting systems of care, to facilitate movement to permanent housing and develop self-sufficiency. The goal is to move people as quickly as possible into permanent housing, while providing the support they need to remain stably housed. (Source: HUD Definitions)

- Lifeline Connections: Transitional Housing for People Entering Recovery (Jared Sanford)
Request: \$70,000
Lifeline seeks to relieve jails and emergency departments by engaging a hard-to-reach population in a sobering unit for up to 12 hours. Clients are provided meals, clothing, and counseling. Nearly 94% of clients are discharged back to the street, and many are repeat users of community services. Housing these individuals reduces the demand on other systems of care. Lifeline identifies the high users, coordinates with HSC, and starts the process of finding houses. The goal is to house 20 people this year. Though many may be able to go to Lincoln Place, Lifeline is developing relationships with landlords for scattered housing.
- Second Step Housing: Resident Sufficiency Program (Presenters: Debby Dover and Denise Stone)
Request: \$70,000
Second Step placed 22 families and eight individuals in scattered site homes last year. Referrals are received from the HSC, and outreach is conducted at the jail on Tuesdays and Thursdays. People with arson and sex offenses are not allowed in family housing units. In general, those housed have no other options, no money, and no support. The average age of participants is 26; 73% have children, 41% are fleeing DV, and 78% are in recovery.

Homeless Outreach and Engagement: Builds personal connections with people who are unsheltered and literally homeless to encourage participation in direct and indirect assistance to become stably housed. Outreach is a community-based, person-centered, strengths-based intervention and requires flexibility, creativity and advocacy to support the participants. (Source:

Outreach and Engagement in Homeless Services: A Review of Literature. The Open Health Services and Policy Journal, 2010, 3, 55.)

- Janus Youth: The Perch (Presenters: Heather Wilkins and Dennis Morrow)
Request: \$70,000
The Perch offers stationary outreach and support as a drop-in center for homeless youth. Over 9,800 youth have been served since The Perch opened. Youth are provided resources, showers, food, while case managers build trust and safe relationships with them.
- Lifeline Connections: Homeless Outreach & Engagement (Presenter: Jared Sanford)
Request: \$70,000
Lifeline works with the chronically homeless population. Since opening, nearly 4,000 clients have been discharged, of which 3,710 were discharged directly into the community. With funding, Lifeline could hire a full-time case manager to find housing and resources for these clients to reduce the numbers returning to the streets.

VIII. Adjourn

Councilmember McEnery-Ogle moved to adjourn the meeting; Mavis Nickels seconded. Meeting adjourned at 12:27 p.m.

Next meeting: October 13, 2015, 8:00 a.m. – 11:00 a.m., 1601 E Fourth Plain, Room C210 C

Lydia Sanders, Secretary
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