

Yakima Valley Homeless Planning & Policy Council Meeting  
Wednesday January 11, 2017

*Present: Sara Watkins, Joan Davenport, Cliff Moore, Dulce Gutierrez, Carmen Mendez (City of Yakima); Annette Rodriguez & Rhonda Hauff (Yakima Neighborhood Health Services); Janice Gonzales (NCAC); Josh Jackson (Rod's House); Teresa Carlson (WA DOC), Verlynn Best (Yakima Chamber of Commerce) Ryan Enright (Landmark Properties), Andrea Reyes (Yakima County), Patrick Baldoz (SCWDC) David Helseth and Deb Sterling (Justice Housing – Yakima); Duane Monick (UWCW); Stacey Kellogg (People for People 211), Lisa Homer (Gina McCabe) Bryan Ketcham (Catholic Charities) Maud Scott, Kelly Penfold (Alpha Team)*

*Staff: Larry Mattson, Chris Wickenhagen, Crystal Testerman, Avery Zoglman and Jessica Hansen*

**Call to Order and Introductions** Vice Chairman, Rhonda Hauff, called the January 11, 2017, Yakima Valley Homeless Planning & Policy Council Meeting to order at 10:00 a.m. at the Yakima County Conference Room (223 N 1st St Yakima, WA 98901)

**Approval of Minutes** Ms. Davenport (City of Yakima) moved to approve the minutes of the December 12, 2016 meeting. Ms. Carlson (WA DOC) seconded. The motion passed.

**Public Comment Policy** *It is the policy of the YVCOG Homeless Planning and Policy Council to accept public comment on agenda items at the time the item is being discussed. Public comments regarding items not on the agenda will be heard at the end of the meeting.*

**Old Business**

*RFP Subcommittee* Ms. Watkins informed the HPPC that the RFP subcommittee reconvened on January 5<sup>th</sup>. At that time, they discussed what types of templates would best work for an RFP. With the help of Ms. Wickenhagen and Ms. Testerman it was decided that YVCOG would purchase the Zoom Grants program. This is a program that both Thurston County and Pierce County, along with many other cities and counties, use to deliver their RFPs to the community. This program already has templates in place that help with transparency and information. It also allows an additional 50 questions that can be tailored to each RFP. Ms. Testerman will be tailoring the RFP Zoom Grant template that is used in Thurston County to the Yakima area as well as provide the HPPC Thurston Counties' questions. The Committee will then reconvene on January 23<sup>rd</sup> at 10:30am where the committee and Ms. Testerman will talk further about the edits made and questions. The RFP subcommittee is hoping to have a template approved at the February HPPC meeting for recommendation to the Executive Committee at the February meeting.

*Emergency Winter Shelters* Ms. Rodriguez reported that this month was a little bit of a struggle because the reporting in HMIS shows more about trends rather than numbers so they went back thru the data and evaluated it for actual numbers.

Inglewood Christian Church had 236 bed nights from November to December. This also includes hot meal. Inglewood is the overflow shelter and serves anywhere from 6-10 individuals. Central Lutheran is the main shelter church and they had a total of 452 individuals from November to December. This shelter also served 452 hot meals. The Unitarian Universalist Church had approximately 8-10 women this year which is a higher number than in the past. They have 183 bed nights from November to December. 177 unduplicated individuals have attended the warming center at YNHS which is open 7 days a

week. YNHS has permanently housed 10 individuals in fair market housing or supportive housing services. Many of these individuals have received direct health services. These numbers do not reflect the hotel/motel vouchers that are being given out. On an average night there are approximately 20-30 individuals and some of those beds are doubled up.

*Five-Year Plan*

Ms. Wickenhagen reported that she appreciates all the work that went into the five-year plan. The subcommittee went thru each section of the draft and made changes to reflect all the goals and focuses that are specific to the Yakima County area for the next five years. The draft was sent out to all of the committee members for review prior to the HPPC meeting.

Mr. Moore, Yakima's City Manager, stated that he appreciates all of the help on this issue and is in support of the housing first philosophy. He also stated that from 2005-2016 the City of Yakima invested \$12,032,578.00 from Home and CDGB funds that have assisted in the building of 1,303 affordable and low-income housing units which all coincides with the new housing first five-year plan. Mr. Moore stated that in the past five-year plan, there was language in one of the objectives that states a goal 'as identifying and developing parcels of land throughout the county to develop homeless campgrounds which provide temporary safe and secure locations for persons living in tents or vehicles.' Mr. Moore also stated that this language is no longer included in the five-year plan. The City of Yakima is respectfully asking that this language be incorporated in new five-year plan which will allow the City of Yakima, other service providers and/or the City of Yakima and agencies in partnership to seek funding thru YVCOG to manage a homeless tent encampment. The City of Yakima recognizes and supports all the effort underway to convert the armory into a homeless facility, they recognize Justice Housing -Yakima which intends on building tiny homes, along with many other efforts underway in the community. Mr. Moore's concern is that while these are all terrific ideas they won't be ready by March 15<sup>th</sup> when the homeless shelters close. If the City of Yakima has an opportunity to seek funding thru YVCOG to manage a tent encampment, which may not be a first preference, then there would be an interim solution.

*Mr. Helseth moved to include the goal of identifying and developing parcels of land throughout the county to develop homeless campgrounds which provide temporary safe and secure locations for persons living in tents or vehicles. Ms. Davenport seconded. Motion Carried.*

Ms. Best stated that homeless encampments throughout the United States are failing miserably and she would like to remind everyone that this has a tremendous effect on the business community. Ms. Best expressed an interest in sitting on the HPPC board to help be a voice for the business community. She would really like to ask the board if this is truly the best use of taxpayers funds.

Ms. Watkins stated that she believes that the ask isn't for the HPPC body to support or create an encampment. The ask is to put the option in the plan as one of the possible goals which would open up the opportunity for anyone to be able to start an encampment and ask for grant funding, not necessarily from YVCOG, and still be in compliance with the five-year plan that's on file with commerce. Ms. Watkins believes it would open up opportunities should there not be an alternate solution by March 15<sup>th</sup>.

Ms. Best asked that the word temporary be defined in the five-year plan language. Staff was asked to draft language for that.

Ms. Watkins stated that on page 13, second to the last paragraph reads, 'affordable housing is a necessary option for many low-income people in our community whether they have experienced homelessness or not. Due to the continuing shortage of emergency shelter beds, creative short-term methods have been implemented, such as short term indoor tent cities,

safe car parks, and severe weather shelters. This plan supports increasing inventory for each of these housing types.’ Ms. Watkins believes that this is a little ambiguous. Her suggestion was changing the language to read that this plan supports increasing the inventory for emergency shelters, transitional housing, and permanent supportive housing to provide more housing options and alleviate the needs for emergency measures. It was agreed upon to clarify the language.

Mr. Jackson encouraged adding additional language to 9.1 (page 21) which would broaden the current verbiage allowing other agencies that may serve homeless youth to do so. Mr. Jackson’s other suggestion was for 9.2 which ensures a safe overnight facility for youth which doesn’t really exist. It was suggested that the new verbiage be more broad and state which ensures a safe overnight facility model for youth experiencing homelessness.

Mr. Monick stated that he is new to the board and does not feel comfortable voting for the five-year plan. Mr. Monick does not believe that this five-year plan addresses the department of commerce requirements and the HUD COC requirements. He doesn’t know how the HPPC proposes bringing that commentary collegiately together to address the language. If the language does not meet the requirements of those two agencies, he believes that YVCOG will be severely disabled. Ms. Davenport responded to Mr. Monick that the five-year plan subcommittee worked very hard on this draft and did go thru the checklists that were provided to agencies. The drafting committee believes that this five-year plan does meet the minimum requirements and there should be no problems qualifying for funding. Mr. Mattson reminded Mr. Monick that the Department of Commerce does not approve or deny plans, they just accept them and keep them on file.

Mr. Jackson stated that on page 15 it says that ‘specific goals, tasks and expected time frames to achieve each goal are listed in Appendix A.’ He sees the start dates but believes that completion dates should be listed as well.

*Ms. Davenport moved that the HPPC accept this plan, with changes that were noted today – including any editorial changes, and forward the plan on with a recommendation to the Executive Committee for approval. Mr. Helseth seconded. Motion Carried. One abstention.*

Mr. Mattson asked the Vice-Chair if he could make a statement to the HPPC prior to moving on to the next topic. First, he has heard several HPPC board members reference ‘getting money from YVCOG.’ He knows that this can often be used as shorthand and references the Federal, State and Local dollars that YVCOG administers but this is not YVCOG’s money. Mr. Mattson really wants to make that clear and suggests trying to avoid using that terminology. Secondly, he would like to create guidelines for encampments for the HPPC to review prior to the February meeting.

## **New Business**

### *Homeless Program Manager’s Correspondence*

Ms. Testerman updated the HPPC that the Homeless Program has officially transitioned over to YVCOG. Starting January 1, 2017 CHG and ESG funding contracts will be executed directly thru YVCOG. The 2163 funds are also now thru YVCOG but this funding is still being held at Yakima County and then being dispersed to YVCOG quarterly. Ms. Testerman is working with the Department of Commerce to have the contracts amended with the actual remaining balances. This week, December invoices and YVCOG will be working on amending all contract amounts the last week of January.

Ms. Testerman reported on staffing updates and that Avery Zoglman will be leaving YVCOG. He has accepted another position at Catholic Charities. Ms. Testerman is currently training on the HMIS software and working closely with the Department of Commerce to

ensure that all of requirements and deadlines for reporting will continue to be met. YVCOG is posting for a Homeless Program Assistant and will be holding interviews for that position next week.

Ms. Testerman also reported on the sign in sheet and let the HPPC know that it looks a little different. YVCOG is conducting our yearly title 6 reporting and as a part of the reporting requirement it is necessary to do the annual surveys for employees, committees and subcommittees. This will only be done during the month of January. The survey portion is optional but please sign in.

Lastly, Ms. Testerman reported on the educational workshops for the Upper and Lower Valley. YVCOG will be sponsoring two workshops for its members to educate City officials on the types of services that are currently available within their communities while also asking what services they would like to see in their communities. YVCOG is asking for volunteer service providers who would like the opportunity to speak with city officials. The lower valley meeting will be held in Grandview on February 16<sup>th</sup> at the Grandview Public Library from 1:30-4:30. The upper valley will be held in Yakima on February 15<sup>th</sup> from 1:30-4:30pm

Ms. Davenport asked that Ms. Testerman report on the Point in Time survey count. Ms. Testerman stated that since YVCOG has contracted with Yakima Neighborhood Health Services that Ms. Rodriguez should report further on the project. Ms. Rodriguez reported that YNHS has been working with on-site coordinators and all sites will be the same as the previous year. The first PHC/PIT will be on Wednesday January 25, 2017 for Sunnyside and the Yakama Nation. On January 26, 2017 PHC/PIT will be held in Yakima and Toppenish. All survey shelter counts will be held on Wednesday night.

*Migrant  
Housing Waiver  
for Homeless  
Shelter*

Ms. Hauff reported that this is the first project in the nation to receive a waiver allowing the seasonal worker houses to be used for winter homeless shelters.

Ms. Gonzales reported that they have moved in one family and has plenty of families to move into the other units she has available. The main issue is that they are trying to move the largest families into these homes since some of them are currently are staying in hotels/motels and are using multiple hotel rooms to accommodate one family. This will be a tremendous cost savings to the program but it also opens up hotel/motel rooms which there is a current deficiency of. NCAC is running this like a hotel. Tenants are told that they cannot bring personal items and that this is a temporary option. NCAC is providing storage for personal items and green non-toxic cleaning supplies.

Ms. Gonzales commended Lowel Krueger, Senator Patty Murray and Senator Patty Murray's staff for pushing this thru and suggested sending a Thank you note. This is a waiver that could help the entire Country and momentous to be the first County to have it approved.

*Yakima  
Homeless  
Network*

Ms. Gonzales reported for the Homeless Network. Most of their focus is currently on Project Homeless Connect and Point in Time survey count. The Homeless Network membership meeting is still the third Thursday of each month and the Executive Committee meets the second Thursday of the month at Neighborhood Health's Paddock room.

Ms. Gonzales also reported on the Homeless Memorial and there were 12 names that were read during the Memorial.

*Contract  
Renewals*

Ms. Testerman reported on HAF contracts for YNHS and NCAC which are received annually. There was a discussion that was held at the RFP subcommittee about the renewal of these two contracts and it was discussed that the renewals should continue this year but then

the HPPC should vote on recommending to the Executive Committee that these contracts have a three to five-year renewal.

*Ms. Davenport moved to recommend both contracts to the Executive Committee. Ms. Carlson seconded. Motion Carried.*

#### *Budget Update*

Ms. Wickenhagen reported that YVCOG still doesn't not know what the final numbers are for the homeless program. Each provider has a contract of \$1,000 as a placeholder for contracts. As soon as YVCOG receives that information from the County the spreadsheets will be updated and presented to show how much each provider is receiving for services and what funding is available. Also included in the budget is the 2163 filing fees accounted for, for 2017. The budget for 2163 funds is \$900,000.00 and it is currently \$17,000 over but that will change once YVCOG receives information from the County about the actual carryover amounts from the County and what is already obligated. Most of these contracts are thru June 30<sup>th</sup>. YVCOG will honor those contracts and then adjust dollar amounts once those are received. Also listed on the budget is the ESG match which is required for July thru December contracts. YVCOG is anticipating approximately \$90,000 is the need for that match. Currently, there are no funds available out of the 2163 fund. Once YVCOG receives finalized numbers the HPPC will have to decide if they want to keep current earmarks and if they would like to keep the \$500,000 reserve.

#### *Legislative Proposal*

Mrs. Hauff reported that there was a meeting with Representative Gina McCabe, with service providers and other pertinent community members, to talk about the development of a capital proposal. Representative McCabe has received several requests from Yakima County service providers about a capital development project. Her plea was for all interested parties to get together and come up with a collective proposal. Mr. Moore reported that he believed it was a general consensus, in the meeting, to move forward on a capitol budget requesting to build a tiny home village. Representative Gina McCabe is willing champion it but going forward this needs to be put in one proposal and she needs to know the specifics like who will be funded, what kind of a tiny home village, where will it be located, when it will be completed, the number of people housed and how to build in support services.

Ms. Homer reported that one of the problems is there is a time crunch so something collectively needs to come together for Representative McCabe to present. The deadline for this project is February 3<sup>rd</sup>.

Ms. Hauff stated that because there is such a short timeline that the HPPC now needs a subcommittee that is willing to put a proposal together. Ms. Davenport stated that the City of Yakima is already working on this and would like to lead the project along with Justice Housing – Yakima and Ms. Best with the Greater Yakima Chamber of Commerce.

Mr. Helseth disclosed that Panza has approached Justice Housing - Yakima and are trying to put together a plan as well. In that plan, they have included Justice Housing – Yakima as one of the six tiny home villages that they are trying to fund.

#### **Other Business**

*Ms. Davenport moved to have Ms. Verlynn Best (Greater Yakima Chamber of Commerce) join the board since the HPPC has two available seats. Ms. Gonzales seconded. Motion Carried.*

Ms. Testerman informed the board that there will actually be three seats available as the Office of Rural Farm Management has stepped down from the board due to time commitments.

*Mr. Mattson moved to nominate Bryan Ketcham with Catholic Charities to the HPPC board.  
Mr. Helseth seconded. Motion Carried.*

**Public  
Comment**           None.

**Announcements**   Ms. Penfold announced that the Alpha Team will be meeting on Friday at United Way at  
9am.

**Adjourn**            Vice Chairman Hauff adjourned the meeting at 11:30a.m.

Respectfully  
submitted,

\_\_\_\_\_  
Rhonda Hauff, Vice Chairman

Date signed: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Jessica Hansen, Office and Communications Specialist