

Yakima Valley Homeless Planning & Policy Council Meeting
Tuesday, July 12, 2016
Yakima Valley Conference of Governments – Law Library

Present: Avery Zoglman, Larry Mattson, Chris Wickenhagen and Jessica Hansen (YVCOG), Lowell Krueger(Yakima Housing Authority); David Helseth (Justice Housing Yakima), Joe Willis (Rod’s House), Elizabeth Tutsch (NW Justice Project), Stacy Kellogg (People for People); Patrick Baldoz (SCWDC); Teresa Carlson (WA DOC), Rhonda Hauff, (YNHS), Andrea Reyes (Yakima County); Joan Davenport (City of Yakima), Kelly Penfold (Alpha Team); Craig Warner (Yakima County) Ryan Enright (Landmark Properties) David Hacker (Noah’s Ark); Rick Needham (City of Wapato PD) Korbie Jorgensen Haley (Office of Rural & Farmworker Housing) *by telephone:*

Transcribed by: Jessica Hansen

| Agenda Item | Action Taken | Follow-up |
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| Call to Order – Chairman Lowell Krueger called the meeting to order at 11:02 a.m. | | |
| Welcome and Introductions Ms. Davenport made an announcement that we need to start thinking about the winter weather emergency shelters. | Add to next agenda | |
| Approval of Minutes – David Helseth (Justice Housing Yakima) moved and seconded by Teresa Carlson (WA DOC) | Motion Carried. | |

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| <p>New Business:</p> <ul style="list-style-type: none"> • Master-Leasing Program Request for Proposals – Mr. Zoglman reported that a subcommittee was formed to review proposals received in response to the recent RFP for the Homeless Voucher Program. There was a single response received from YNHS and it was recommended by the subcommittee to be awarded to conduct the program. It was recommended that staff start developing the contracts so this program could be worked into the ESG eligible and filing fee mix program. Ms. Davenport moved to award YNHS with the Homeless Voucher Program. Ms. Penfold seconded. Later in the meeting Ms. Davenport and Ms. Penfold took back their original motion and second to correct the current verbiage in the motion. • Mr. Warner (Yakima County) was invited to attend the meeting by YVCOG Staff to brief the HPPC of the fiscal management maintained at Yakima County. Mr. Warner shared that the expectation is that the fiscal management would transition over to YVCOG in 2017. When Yakima County received the proposal from the YVCOG Executive Committee’s to obligate \$283,000 of ESG funds along with \$24,000 of 2163 dollars, Mr. Warner asked his staff to review the available unobligated ESG Funds. After review, Mr. Warner contacted YVCOG Staff to confirm their intent to replace the current ESG contracts that have normally been in place with this new contract with a YNHS Rapid Rehousing voucher contract. • Commerce continues to modify their ESG grant agreement with the County. Last September the Commissioners signed an agreement which was for an additional \$169,307. This money was never obligated out. There is \$169,307 currently available. Commerce stated we should expect an additional 169,307 allowing for a \$338,000. There is potentially \$338,000 dollars that may be available with ESG funds, but there is a 100% matching requirement that needs to be considered. • Ms. Gonzales also spoke on this issue. Her major concern is that there isn’t a 5-year plan put in place that will allow the HPPC and Executive Board to make sound decisions that follows a plan. Ms. Gonzales concern is that the lower valley | <p>Motion failed.</p> | <p>The 5-year plan is scheduled to be completed at the end of the Year.</p> |
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| <p>has very significant issues and how awarding this RFP will affect not only the bottom line but also the 5-year plan. How will it impact the HPPC’s ability to address these other issues that are going on in the Yakima County? This RFP is only addressing one unique issue.</p> <ul style="list-style-type: none"> • Mr. Baldoz also stated his concern about the process. He is not against the projects but the process as to how they are being awarded. The RFP originally called for a short term solution but after presenting the option to the YVCOG Executive Committee, it was very clear that they are looking for something more permanent. Mr. Baldoz suggested opening the RFP back up and correcting the terminology to reflect at least a 1-year solution which would make it a fair bidding process. • Ms. Hauff asked how much money is currently in the homeless bank account above the 2163 half million reserve mark. Mr. Warner answered approximately a million dollars at the end of the year of non-obligated money. • Ms. Jorgensen Haley reported on the process. She stated that there is a large need for a clear road map for where we are headed and how we design the RFP Process to support that. There needs to be a structured process where the HPPC board identifies what their goals are, identify projects that adhere to that goal, and then design the RFP to get to that goal. There needs to be better structure and a better process so the HPPC board isn’t always putting out fires. • Ms. Tutsch brought up a spreadsheet that was originally given out at one of the first HPPC meetings this year. It shows the 2160/2163 expenditures and obligations table and it shows how much money is coming in each month, where it has been obligated too, what the net revenue is moving forward. The spreadsheet that was produced was not reviewed by YVCOG’s Deputy Director & CFO • Ms. Carlson clarified that the RFP funding notice stated up to 12 months. She doesn’t understand why this can’t proceed forward with a lesser date which in turn would be a lesser amount of monies being obligated. • Mr. Mattson suggest that the motion needs a blend of ESG and 2163 filing fee. This proposed program fit in with the other ESG compliant spending. <p>Ms. Carlson moved to recommend to the YVCOG Executive Committee that they approve a blending of ESG and 2163 Filing funds to meet the \$307,000 RFP. Ms. Davenport seconded. Ms. Hauff abstained from voting.</p> <ul style="list-style-type: none"> • Revisit Noah’s Ark Proposal – Mr. Zoglman reported that Noah’s Ark had replied to the Emergency request that lead to the RFP just discussed. This agency is in a different area responding to a different need. After awarding Noah’s Ark, additional monies have been secured by them causing added discussions about the funding needs committed to them. The HPPC board does not feel a need to open the previous decision for discussion again. The money was awarded and the HPPC would like to continue to move forward. Mr. Baldoz stated again that he is not happy with the process and the way monies are being awarded without a process or a 5-year plan in place. • Meeting location – there has been discussion about the YVCOG Conference Room and if it’s appropriate to hold the HPPC meetings here due to size. Suggestions were Chamber of Commerce, OIC Conference room, WA DOC new conference room, and ESD. | <p>Monthly reports of what money is coming in and where it’s going.</p> <p>Motion Carried.</p> <p>The previous recommendation stands.</p> <p>Staff to look into new meeting room locations.</p> | <p>A Grant Accountant will be hired in order to help with grant funding.</p> |
| <p>New Business:</p> <p>a. Process for emergency funding requests – Ms. Tutsch reported that she didn’t know if there was enough money anymore to create an Opportunity Fund. RFPs were supposed to be going out so service providers could start bidding but we are not there yet. There is a need to create an RFP that would be for systemic funding for all the money that’s available so the board can avoid piecing out the money. At the next meeting all money available and obligated will be together so it will be easier to start making decisions.</p> <p>There is a potential of having 3 funding sources. The original idea was to drawdown of the reserves to form a large RFP for the Opportunity Fund for the first year to really make a big dent and get some big money out the door and then use any residual funds</p> | | |

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| <p>to replace that opportunity fund. The first year would be a really big opportunity and then in the future there would be a threshold set and then the opportunity fund would have that money to give out for years following.</p> | | |
| <p>Announcements:</p> <ul style="list-style-type: none"> • Ms. Carlson announced that there is going to be a dog and cat grooming service event on Saturday. D. Wood who is a dog and Cat Groomer and also works for WA State DOC is going to help the homeless with their pets this weekend. The event will take place at 10am at the new homeless encampment across the street from the Police station. Currently they are seeking donations for pet Shampoo, flea treatment, Collars, leashes, toys and dog/cat food. • Quick update on coordinated entry process: There should be a demo for you next weekend. • SSVF (supportive services for veteran families) is going thru some staff changes. Employment opportunities available. | | |
| <p>Adjourn at 12:30 p.m.</p> | | |