

## **Yakima Valley Homeless Planning & Policy Council Meeting Minutes**

Yakima Valley Office of Emergency Management

Tuesday, February 13, 2018

*"Making Homelessness Brief and Rare"*

### **HPPC Voting Members Present:**

Lowel Krueger, Yakima Housing Authority  
Rhonda Hauff, Yakima Neighborhood Health Services  
Teresa Carlson, Department of Corrections  
Bryan Ketcham, Catholic Charities Housing Services  
David Helseth, Justice Housing  
Josh Jackson, Rod's House

Joan Davenport, City of Yakima  
Larry Mattson, YVCOG  
Stacy Kellogg, People For People  
Duane Monick, Central WA United Way  
Janice Gonzales, Northwest Community Action Center

### **Call in:**

Andrea Reyes, Yakima County (Voting Member); Joni Canada, Homebase

### **Others Present:**

Jeanne Olney, Catholic Charities  
Tom Gaulke, Entrust  
Brad Hill, City of Yakima  
Jayson Harmon, SSVF  
Kevin Glover, Department of Corrections  
Raquel Crowley, Senator Murray's Office  
Nick Mondau, Commerce

David Wells, Yakima Union Gospel Mission  
Sara Watkins, City of Yakima  
Andy Ferguson, Transform Yakima Together  
Joe Ingram  
Annette Rodriguez, Yakima Neighborhood Health Services  
Callie Webster, Catholic Charities  
Katie Newman, Catholic Charities

### **Staff:**

Jodi Smith

**Call to Order and Introductions** Chairman Krueger, called the Tuesday February 13, 2018, Yakima Valley Homeless Planning & Policy Council Meeting to order at 10:11 a.m. A quorum was present.

**Approval of Minutes** Stacy Kellogg moved to approve the minutes of January 9, 2018 meeting. Bryan Ketcham seconded the motion. The motion passed with one revision to correct the spelling of Mr. Ketcham's last name. One abstention.

**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**

#### *Emergency Fund Policy Review*

Ms. Watkins presented information on the committee work to review the Emergency Fund Policy. Current policy includes a requirement that a municipality declare state of emergency, then a 1-1 match of municipal funds. The proposed policy is broader and would allow any person, municipality or organization to submit a request for emergency funding to the HPPC Chair. The proposal must contain specific information detailed in the written policy, that includes why it is an emergency, proposed use of funds, a rough budget, other funding sources, and a summary of the plan for transitioning out of the emergency situation.

An HPPC emergency meeting shall be called for one agenda item – the proposal. The HPPC shall then make two decisions; one to determine whether it is an emergency, and secondly to approve sending the proposal to the YVCOG Executive Committee for approval. The HPPC will also send denials to the Executive Committee.

Details in the written policy include Emergency Funds to be replenished to \$100,000 levels within 12 months, HPPC needs to decide what percentage of members present must vote in favor of the determination of emergency status. Mr. Ketcham suggested 75%.

Mr. Krueger presented historical information on a need for emergency funding that had to be denied because policy did not qualify. Executive Committee has given HPPC the authority to discuss and revise the policy. Subgroup was created, and this is their proposed policy.

Mr. Ketcham asked how funds would be replenished within the 12 months. YVCOG staff would be given broad ability to determine how to replenish funds.

Mr. Monick asked how many would need to be present at emergency mtg? Quorum is 11. How many of those present to approve? 75% was offered and discussed.

Motion to recommend the Emergency Reserve Fund policy revisions, including setting approval at 75% of the quorum for both determining the emergency status and approval of the proposal, be sent to the YVCOG Executive Committee was made by Bryan Ketcham and seconded by Teresa Carlson. Motion carried, with 1 abstention.

## New Business

### *Temporary Shelter Extension for 2<sup>nd</sup> Quarter 2018*

Mr. Mattson presented information on 2<sup>nd</sup> quarter temporary shelter. This request comes from the City of Yakima. At this point, no one is equipped to house 100+ homeless within the next 30 days. We have looked at the 2017 remaining fund balances in the Consolidated Grant contracts. The largest remaining balance is in the Transform Yakima's Tiny Homes contract. Transform Yakima is willing to reduce that contract.

Ms. Gonzales asked about the permit for a permanent shelter. Is this issue involved in this request for funding? Mr. Ferguson stated that there is a list of needs that must be addressed to bring the facility into compliance for permanent use. Hearing Examiner decision by 2/23/18, then appeal period. Must wait for entire appeal process. Vacate would need to take place to bring building to Code. Parking lot could be used for temporary shelter during construction while still having access to running water in the building, which is not available at Camp Hope.

How does Hearing Examiner decision affect Homeless Program funding? If no, TYT would go back to Camp Hope. But that is a fallback position. It would cost more and cause more disruption. Want to cause the least amount of disruption for people they are serving.

Ms. Murdock asked about the City resolution that allows religious organization to use buildings not zoned to operate a temporary shelter, would that need to be extended as well? Ms. Watkins stated that it is a State statute that allows for this use to operate indoors or out on a temporary basis and did not define temporary. We would take it back to City Council for review. But it is not a City Ordinance that allows them to operate, it is a State Statute.

Mr. Ketcham asked about cost of rehab and source of funding? Mr. Ferguson said that costs are unknown. They are still looking for a designer, community funding for now.

Mr. Mattson is looking for a recommendation from HPPC to bring to the Executive Committee. There is confusion on mixing the policy question with the funding question. The question before the HPPC is do we recommend extending the contract for extreme weather shelter for the second quarter to keep 100 people off the streets? That is the policy question. The funding is available.

Tom Gaulke: this gets us to June 30th. What happens then?

Larry Mattson: By then, hopefully they will have greater clarity on Hearing Examiner decisions and appeals. Then compete for RFP and Capital funds.

Josh: what is impact to Tiny Homes? Andy: reduced to 6 homes. Reduction of 18 homes.

Stacy: Why is funding a separate issue?

Larry: we have an imminent issue.

Stacy: we are voting to shift the funding.

Stacy Kellogg: motion to approve the extension of the Winter Weather contract to June 30, 2018 by shifting funds from the Tiny Homes project to the Winter Weather shelter. Seconded by Joan Davenport.

Rhonda Hauff: How much will Transform Yakima spend on meals and housing each month? How much will be left in the Tiny Homes contract?

Andy Ferguson: We need \$60,000 per month or \$180,000. We will use \$160,000 from Tiny Homes, leaving a funding gap of \$20,000 which we will cover with community funds. That will leave \$76,000 in Tiny Homes contract.

BK: would like to see a full proposal written out so that we can see the full scope.

Josh and Tom: point that we are taking money from funds for permanent housing to fund temporary shelter it is a disservice. City of Yakima should request emergency funds rather than taking money for permanent housing.

David Helseth: Extreme weather used to close in March then people were on the streets. It looks like we are moving toward a more permanent solution, year-round rather than a few months. As we move from emergency to long-term there are changing dynamics. Priority of the group is for more permanent affordable housing. Changing where funds are directed.

Brad Hill: what is projected timeline? There is an imminent need. A swift conclusion to this issue.

Tom: Under current emergency funds policy, City could ask for emergency funds with matching dollars.

Lowel: what we have in front of us is the issue of extending the contract to use Tiny Homes funds. That is the issue we have in front of us.

Stacy: what happens is funding is not approved? Andy: we will close.

Andrea: concerns of moving funds that has already been awarded through RFP process.

Motion carried by a vote of 5 yea and 4 nay, with 2 abstentions. Motion passes.

#### *2018 RFP Funding Allocation*

Mr. Mattson presented information on the funding allocation structure for 2018.

At our January 30<sup>th</sup> workshop we tried to find out from you which “buckets” of funding allocations should we alter? Participants asked for data and clarification on 2017 performance vs. 11 goals in the 5-year plan. Given the depth of the request, YVCOG needs time to gather the information, you will need time to review it. At the same time, the RFP needs to be issued next month to ensure we have contracts issued in June. Therefore, YVCOG recommends that we use funding allocations from 2017 for the 2018 RFP process. We will come back to you in the spring and summer with the data you have requested and have a robust discussion on the 2019 allocation percentages.

RFP subcommittee is needed to move forward for 2018 soon.

Ms. Gonzales asked for more definitions for CHG funding projects. Hard to lump it all together and try to comply.

Larry: RFP will make that clear to the applicants.

Tom Gaulke: suggested that under capital improvement not used to be transferred to rapid rehousing.

JG: 2163 funds can be kept and maintained for capital improvement big project, housing development.

To continue with the same funding with the exception that capital improvement reserved for that use to stay within that category

Motion to recommend 2017 funding allocations remain the same for 2018 with the qualification that the percentage awarded for capital improvements must be reserved for that category was made by Bryan Ketcham. Motion carries with 3 abstentions.

#### *HMIS – Monthly Quantitative Data Report*

Mr. Mattson provided information regarding the monthly data report. Ms. Hauff stated that they have this data, but suggested we gather together to ensure that all are using the same reports, same numbers, and are comparing apples to apples. 7 organizations are involved. Proposes having this discussion be a community process at this meeting.

Duane Monick: Coordinated Entry data is not included in this.

<b>Other Business</b>	Ms. Murdock requested the HPPC discuss .1% for affordable housing. Will add as a future HPPC agenda item.
<b>Public Comment</b>	None.
<b>Announcements</b>	None.
<b>Adjourn</b>	Mr. Krueger adjourned the meeting at 11:19 a.m.

Respectfully submitted,

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Lowel Krueger, Chairman

Date signed:

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Attest: \_\_\_\_\_  
Jodi Smith, YVCOG Office Specialist

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