

Regional Housing Council

Agenda: Wednesday October 12th, 2022 (4:00 p.m. – 5:00 p.m.) (via Zoom)

Carolyn Cox: Chair, Carolina Mejia: Vice-Chair

#	TIME	AGENDA ITEM	LEAD	ACTION
1	4:00 – 4:05	Welcome and Introductions <ul style="list-style-type: none">• Check-in• Review Agenda/Meeting Purpose	Carolyn	
2	4:05 – 4:10	Approval of September 28th minutes	Carolyn	Action
3	4:10 – 4:30	Camp Sweep Proposal	Keylee	Information
4	4:30 – 4:35	ROW Update	Keylee and Tom	Information
5	4:35 – 4:50	RHC Governance	Tom and Keylee	Discussion
6	4:50 – 5:00	ARPA Update	Carolyn and jurisdictions	Discussion
7	5:00	Good of the Order- if time allows	Carolyn	Information
8	5:00	Upcoming Meetings <ul style="list-style-type: none">• Next RHC Meeting Wednesday October 26th 2022, 4pm Location: Zoom meeting		Information

REGIONAL HOUSING COUNCIL

Wednesday September 28th, 2022 Meeting Minutes

ATTENDEES:

Lacey: Carolyn Cox, Andy Ryder, Rick Walk, Scott Spence, Kelly Adams

Tumwater: Michael Althaus, Joan Cathey, John Doan, Brad Medrud

Olympia: Jim Cooper, Dani Madrone, Darian Lightfoot, Rich Hoey

Thurston County: Carolina Mejia, Ramiro Chavez, Keylee Marineau, Tom Webster, Jacinda Steltjes, Elisa Sparkman, Meghan Porter

Yelm: Brian Hess

Public: none

Meeting began at 4:00 pm.

Agenda Item 1: Agenda approved, motion and second

Agenda Item 2: Public Comment- None

Agenda Item 3: Minutes from September 14th meeting, motion and second, approved

Agenda Item 4: Port of Olympia/Oyo Hotel

Sam Gibbon and Warren Hendrickson from the Port, and Craig Chance from the Housing Authority gave a presentation on the FAA land release for Oyo and Comfort Inn property. The hotels are on Port owned property that is leased, there are deed restrictions on the land. Long term residential use is typically not allowed with the FAA deed restrictions. Topics the FAA considers when looking at deed restriction changes include benefits to FAA, revenue, compatibility of land use. Warren gave an overview of challenges that need to be overcome to change the use of this property, in particular the land use compatibility and airport revenue. Discussion follows regarding options for Housing Authority to operate it as hotel with vouchers for temporary stays, other locations/jurisdictions are doing this. Discussion follows regarding Federal, State and Local regulations that all apply for this location. Discussion follows regarding the process, does the current hotel owner or the Port initiate a request to proceed? Craig Chance gave information regarding: the possible sale and the process, this hotel is appealing because it has suites, and the cost is relatively low, potential revenue to the FAA. Craig gave information on the potential beneficiaries of this building, low income seniors living on Social Security. The Port cannot proceed without a proposal from the current owner, discussion included next steps for Housing Authority.

Agenda Item 5: EPRA Recommendations

Keylee gave an overview of the EPRA funds recommendations from the Review Team, these are the 1277 funds for Eviction Prevention rental assistance. They received 5 applications, one of which was a collaborative application with LiveStories and Innovations. Also, three applications were received from agencies that presented a collaborative approach where the 3 agencies would work together each with a unique population served (Pipe, FSC, and CYS). Keylee gave an overview of the scores, and collective

scores for the collaborative applications. Keylee also gave information on which agencies are By and For (Innovations and PiPE). Tom gave an overview of the reasoning of funding amount recommendations. Councilmember Cooper asked how the entry point will work, will it be one or three points of entry? It will be three, in the future RFP Keylee added that they would ask for one point of entry. Discussion followed regarding agency capacity at this time and TA for helping agencies work toward being the primary point of entry for 3 populations.

Motion to approve as proposed, motion and second, all approved.

Agenda Item 6: State Rapid Capital Funds Project

Darian gave a summary of a new project proposal. In the ROW project there was a proposal for a potential second hotel, which they passed on at the time. Commerce has indicated that these funds are still available for Thurston County, the purpose of the funds are for a project that can be rehabilitated easily and can be occupied within 6 months. They have identified a property in the City of Olympia and are moving forward to complete the application to Commerce. There is a 5% match needed.

Agenda Item 7: RHC Governance

Tom gave a summary of changes to the proposal since the last meeting, follow up questions regarding the HAT members, and next steps including the ILA and action regarding the RHC advisory boards. Other steps include the process of creating the long term RHC structure and recommendation for hiring a consultant to develop the long-term structure. Councilmember Cooper also sent out information regarding the HATs role in the organizational structure. Decisions for tonight include the role of the HAT and finalizing the advisory boards.

Chair Cox gave some additional background regarding the HAT, discussion at the last meeting revolved around HAT membership and if HAT members would have voting membership in the RHC. Councilmember Cooper summarized his outlook on the HAT membership in the RHC and requests that the RHC incorporate the current HAT Thurston Thrives organizational chart into the RHC organizational chart. Discussion follows regarding how other Boards and Councils locally are set up, if they have non-elected voting members, how to incorporate Thurston Thrives and HAT into the organization. Discussion follows regarding what was covered at the retreat, recommendations that came out of the retreat regarding the HAT. Discussion included the initial reasoning for establishing the RHC and the role of elected officials in accountability for public funds and funding decisions, and conflict of interest. Discussion included rules regarding who could serve on each Board and ensuring people do not have multiple roles at different levels of decision making process. Darian reminded the RHC that there is a model in the community that works like this, the Olympia Home Fund. The Balance of State also operates with this model, with providers as voting members. This issue has been discussed at BoCC and Commissioners agreed that HAT members should not be voting members of the RHC. Discussion followed regarding which member of HAT would serve.

Motion to approve RHC interim organizational structure as discussed today with the two non-voting HAT members on the RHC. Motion and Second. All approved, motion carried.

Agenda Item 8: Good of the Order

Councilmember Cooper suggests members go check out the new Quince St village, contact Darian.

Councilmember Hess added that the Yelm budget is contributing to their Senior Center and the Habitat for Humanity Yelm project.

Council member Althausser added that on Wednesday October 12th general government meeting Tumwater will be discussing tenant protection policies.

Meeting Adjourned: 5:54 pm

Next Meeting: October 12th, 4:00 pm

Homeless Encampment Displacement Proposed Approach for PHSS Leadership

Preventable harm, including death, has been caused in Thurston County by the actions taken to displace encampment residents. The displacement, or “sweep,” of residents living within encampments is an action taken by jurisdictions for a variety of reasons, including to reduce visible homelessness and to address environmental and safety issues, as examples. The prospect of displacing encampments is often a multi-jurisdictional issue, as even if the camp resides in one jurisdiction, the scatter following a sweep affects multiple jurisdictions. Individual jurisdictions don’t have the capacity or coordination to respond to encampment displacement, which has led to unilateral decision making, the results of which reverberate through the community and have led to public scrutiny.

Thurston County Public Health and Social Services (PHSS) does not intend to endorse or encourage the displacement of encampment residents, and yet recognizes the need to be proactive in addressing public health concerns regarding encampments in our community. In the event an encampment displacement cannot be prevented, Thurston County Public Health and Social Services aims to mitigate negative public health impacts of displacement by convening a Harm and Emergency Abatement Response Team (HEART), a forum for coordination between jurisdictions and community partners.

Vision:

To provide leadership in the facilitation of cross-departmental and community wide collaboration with a goal of ensuring the needs of the encampment residents, the neighborhood, and the greater community are accounted for.

Structure:

Thurston County Public Health and Social Services will develop a meeting schedule to include City and County representatives, members of the Homeless Crisis Response System, encampment residents, service providers (Coordinated Entry, Shelter, Housing, and Behavioral Health), Department of Transportation, Department of Commerce, School Districts, and other partners, as applicable, for community-wide planning and collaboration to facilitate a coordinated response to encampment displacement in Thurston County.

Once an encampment has been identified as at imminent risk for displacement, HEART meetings will commence. PHSS will convene the HEART by alerting Homeless Service Providers and Jurisdictions via the Regional Housing Council, Housing Action Team, and Greater Regional Outreach Workers League (GROWL). The group will first focus on determining and coordinating current available resources and resource capacity (outreach, food, hygiene supplies, clothing, medical supplies/access to care); what diversion, shelter, and housing options will be available within the short term; and any geographic or social considerations for the specific encampment. The HEART will then divide by role and operationalize key objectives 4-10 (see below) to conduct outreach, engage residents in determining their own solutions considering available resources, address basic needs, and provide connection to the resident’s next step whether that be diversion, shelter, housing, ongoing case management, or something else. Once an encampment has been closed, the team will collaborate with local stakeholders to develop strategies to reduce resettlement and encourage neighborhoods that are conducive to healthy living for all community members.

Key Objectives:

1. Consistent stakeholder participation and feedback.
2. Support timelines that allow for consideration of and preparation for more effective and sustainable long-term solutions.
3. Ensure strategies are rooted in best practice.
4. Engage encampment residents to develop solutions.
5. Conduct comprehensive and coordinated outreach.
6. Address residents' basic needs and coordinating the storage of their personal belongings.
7. Identify and coordinate resources that may be available to support residents.
8. Ensure displaced residents have access to shelter or housing options, whether accepted or not.
9. Develop pathways to permanent housing and supports.
10. Create a plan for what will happen to encampment sites after closure.

Expected Benefits:

- Reduction in unnecessary deaths and community trauma.
- Better referrals to community partners, leading to fewer wasted resources.
- Centering the individual's choice in determining their own solution.
- Decreased duplication of efforts and communication among providers and jurisdictions.
- Decision making that includes all affected jurisdictions.
- Increased coordination between members of the Homeless Crisis Response System.

Case study:

Following the Deschutes Parkway Encampment sweep in December of 2021, about 70 camp residents were relocated to multiple hotels within Thurston County, a plan that was solidified within one week of the sweep. The hotels willing to take these residents were outside of the community residents were used to and required great effort for staff to keep residents fed and connected to the services they need. Crime and emergency services use increased in the area of the hotels. Overdose deaths increased due to the severing of protective social connection. Hotel staff and case workers alike were forced to become shelter staff overnight, and were exposed to vicarious trauma, without preparation. During the sweep and clean itself, countless belongings and much survival gear was destroyed. When funding for the hotel program ran out, the City provided new tents, sleeping bags, and backpacks for all individuals who were then exiting the hotel into unsheltered homelessness.

With this proposed leadership structure in place, HEART would be positioned to consider whether a hotel option is feasible, appropriate and the best option. If such an option was pursued, HEART would facilitate the advance planning for a hotel site that would not only be willing to take on sheltering this population, but also to be prepared for such an effort. A staffing plan could be devised to address site control, to ensure that the residents displaced would continue connection to their services and resources, and that case managers would have the capacity to serve the number of residents displaced. As well, hotel staff could have been trained in advance on topics such as trauma informed care, harm reduction, and the use of naloxone. With Leadership in place, and more time to prepare, partnerships could have been established beforehand with local agencies to ensure the displaced residents are supplied with food and hygiene items and had access to medical care. We believe that with the influence of PHSS's Leadership, fewer resources would have been expended, fewer individuals would have been exited to unsheltered homelessness, and fewer lives would have been lost.

Regional Housing Council – Advisory Boards

Draft Charter

Purpose

The primary purpose of the Affordable Housing and the Homeless Services Advisory Boards is to make recommendations to the Regional Housing Council (RHC) on priorities, funding, and policies related to federal, state, and local funds that are identified as under the purview of each Board or other tasks approved by the RHC Executive Team.

Advisory Boards in General

Each Board shall consist of a broad-based group of citizens and community partners who advise the RHC on how best to invest limited affordable housing and related social service dollars and on policies and procedures on a regional level to meet the most urgent community needs pertaining to affordable housing and homeless services.

The RHC shall accept applications on a semi-annual basis when positions are open from persons wishing to serve on an Advisory Board and shall make recommendations on appointments. The Board of County Commissioners will make formal appointments for service upon the Advisory Boards to the RHC. **No compensation is paid to Board members.**

Each Board shall have a minimum of 8 voting members and a maximum of 14 appointed voting members. Staff would not be voting members, but would support the Boards and be present at meetings as resources.

An individual may only sit on one RHC Advisory Board. An organization may have a representative on more than one Advisory Board. An individual that serves on an Advisory Board may not serve as a non-voting member of the RHC.

Each member shall have one vote. A member must be present to vote and may not vote by proxy.

Boards will strive to achieve consensus in making recommendations to the RHC, but a simple majority of the voting and present members at an official meeting is sufficient to forward a recommendation to the RHC.

Term

Member terms shall be up to 3 years. Terms may be renewed once, for a maximum term of 6 years. Following serving a maximum term of 6 years, a member may not serve on the same Board for 3 years before serving a new term. Terms of the initial group of members will be staggered to prevent all terms from expiring at the same time, with at least 50% of the members having an initial 3 year term and up to 50% of the members having an initial 2 year term.

Open positions will be filled on a semi-annual basis, or as-needed to meet the minimum number of Board members.

Roles and Responsibilities

The Boards shall advise the RHC concerning the formulation of processes, procedures, and criteria for carrying out the goals and priorities of the RHC. These goals and priorities are highlighted in the 5-Year Homeless Crisis Response Plan and the Permanent Supportive Housing Framework, as well as subsequent plans supported by the RHC. Specific tasks may include:

- Priority Setting – Review the overall housing and services needs of vulnerable populations and recommend categories of need and priority projects to meet those needs that are in alignment with existing plans, including but not limited to the 5 Year Homeless Crisis Response Plan. Coordination with other stakeholders, the Lived Experience Steering Committee, City Councils, County Commissions, government funders, and other public and private partners to develop these recommendations.
- Funding Allocations – Provide recommendations on proposed allocation of fund dollars.
- Policy Recommendations – Develop or review policies for RHC’s consideration that are related to the program requirements of the fund sources under a Board’s purview.
- Public Communication – Facilitate and recommend outreach to the community about the RHC’s priorities and investments.
- Coordination – Be familiar with other funding plans and funding sources to be able to maximize investment in affordable housing projects.

Officers

Each Advisory Board will appoint a chair and vice chair annually from amongst its members to serve as the Advisory Board’s officers. Elections will be held at the first meeting of the New Year. They shall be elected by a simple majority of appointed members. During the first year the Advisory Board operates, the election shall occur at the first meeting of the Advisory Board with the term lasting until the first meeting of the New Year when the annual election will occur.

All Board members are required to participate in Open Public Meetings Act training and other Board Orientation training as appropriate.

Meetings

- Advisory Boards may call special meetings in accordance with the Open Public Meetings Act.
- After formation, it is anticipated that Advisory Boards will meet monthly.

Affordable Housing Advisory Board

The primary purpose of the Affordable Housing Advisory Board is to make recommendations to the RHC on priorities, funding and policies related to the expenditures of the combined county-wide and Olympia Home Fund, federal HOME Investment Partnership, HB 1406, and HB 2060, and any other existing or future fund sources controlled by the RHC and which the RHC may deem appropriate.

Board membership should include representatives from the following groups:

- At least one-third, but no more than one-half of members shall be residents of Olympia or represent organizations located in Olympia.

- At least one member should be a resident of or represent an organization with a housing focus that substantially operates in each of the jurisdictions of Lacey, Tumwater, Yelm, and unincorporated Thurston County.
- Two members should be nominated by and represent the Thurston Thrives Housing Action Team, or subsequent organization.
- Two members should represent the Lived Experience Steering Committee, be a current resident of subsidized housing unit, or be eligible to participate in a federally subsidized housing voucher program.

Board composition may include representatives from the following groups, with the intent to have a diverse mix of affordable housing related expertise represented on the Advisory Board with no more than 3 persons representing each of the following categories.

- Affordable housing lender
- Affordable housing developer
- Housing providers
- Coordinated Entry provider
- Behavioral health or primary care provider
- Affordable housing advocate
- Business representative
- Realtors or real estate broker
- By and For Community Member. By and For organizations are operated by and for the community they serve. Their primary mission and history is serving a specific community and they are culturally based, directed, and substantially controlled by individuals from the population they serve. At the core of their programs, the organizations embody the community's central cultural values. These communities may include ethnic and racial minorities; immigrants and refugees; individuals who identify as LGBTQ+, individuals with disabilities or who are deaf; and Native Americans.

The City of Olympia Home Fund Manager and the Thurston County Affordable Housing Manager or appointed staff will be lead staff supporting the work of the Affordable Housing Advisory Board. Staff will act in an administrative role and as liaisons with the RHC.

Homeless Services Advisory Board

The primary purpose of the Homeless Services Advisory Board is to make recommendations to the RHC on priorities, funding and policies related to the expenditures of the Consolidated Homeless Grant (CHG), Housing and Essential Needs (HEN), HB 2163, HB 1277, and Human Services Fund.

Board Membership Board membership should include representatives from the following groups:

- At least one member should be a resident of or represent an organization that substantially operates in each of the jurisdictions of Olympia, Lacey, Tumwater, Yelm, and unincorporated Thurston County.

- Two members should be nominated by and represent the Thurston Thrives Housing Action Team, or subsequent organization.
- Two members should come from the Lived Experience Steering Committee or be someone who has experienced homelessness.

Board Members may include representatives from the following groups, with the intent to have a diverse mix of representatives with expertise in homeless services related on the Advisory Board with no more than 3 persons representing each of the following categories. Provider representatives should consider appointing front line staff as well as leadership staff into these positions.

- Homeless outreach provider
- Shelter provider
- Homeless Liaisons from School Districts in the County
- Coordinated Entry provider
- Behavioral health or primary care provider
- Youth and young adult advocate or representative of Youth Advisory Board
- Senior advocate or representative
- Family advocate or representative
- Veterans advocate or representative
- Peer agency
- Domestic violence/Sexual Abuse/Human Trafficking advocate or representative
- Neighborhood representative
- By and For Community Member. By and For organizations are operated by and for the community they serve. Their primary mission and history is serving a specific community and they are culturally based, directed, and substantially controlled by individuals from the population they serve. At the core of their programs, the organizations embody the community's central cultural values. These communities may include ethnic and racial minorities; immigrants and refugees; individuals who identify as LGBTQ+, individuals with disabilities or who are deaf; and Native Americans.

The Thurston County Affordable Homeless Response Manager will be lead staff to support the work of the Affordable Housing Advisory Board.