

**Homeless Services Advisory Board**  
**September 18, 2023**  
**Record Mtg via Zoom**

1. **Call to Order** – KayVin called the meeting at 3:35PM

2. **Roll Call** –

In Attendance			
Joshua Chaney	X	Ti'eri Lino	
Candice Garman	X	Nova Paden	X
John Brown		Anna Schlecht	
KayVin Hill	X	Anthony Ducote	
Tammie Smith	X	Keylee Marineau (staff)	X
Stephanie Reinauer	X	Jessica Olson (staff)	X
Leslie VanLeishout	X		

**2. Approval of Agenda** – unanimously approved

**3. Approval of Minutes** – Stephanie moved, Leslie seconded, unanimously approved

**4. Questions, Updates, and Clarifications** – Jessica presented a video on bias. The board reflected on the video after watching together. The board decided to add a brief video, article, exercise on bias as a standing agenda item.

**5. CHG Inflationary Funds (CHG IF) Distribution recommendation** – Keylee and Jessica presented an example formula for distributing CHG IF to agencies contracted through the county based on the number of frontline staff FTEs each agency reports. The definition of frontline/direct services staff eligible to receive CHGIF is: : *A frontline or direct service staff eligible to receive CHG Inflationary Funds is a homeless services staff member that makes less-than or equal to [\\$28 per hour](#) and works directly with participants experiencing homelessness.* The Out of Reach Report provided the basis for establishing \$28 per hour for eligibility.

The HSAB had a robust discussion, asking clarifying questions in order to vote on a recommendation to move forward to the RHC. Keylee shared a draft survey to the HSAB for their feedback.

*Motion: Leslie moves that with the amendments to the survey that have been discussed, the survey should be sent out with very clear understanding that the funds should be in support of frontline staff and that there be a review of the survey information provided at the next HSAB meeting after the survey closes. Tammie seconded. Passes unanimously.*

A discussion ensued regarding including a survey question to gather information on wage distribution for FTEs working the HCRS based on the Out of Reach report 2023 data.

*Motion: Stephanie moved to include Thurston County income thresholds based on the 2023 Out of Reach Report for frontline staff to afford a 0,1, or 2 bedroom apartment. KayVin Seconded. Passes Unanimously.*

**6. Funding Work Plan** – KayVin suggested moving this topic to a future meeting due to time constraints.

Nova asked if the HSAB could address the concern about the agencies in the HCRS that are not funded through the county. According to Commerce, agencies not currently funded by the county could be eligible for CHGIF as long as the activity supports the stabilization of the frontline staff workforce.

Keylee explained that there would be an administrative burden creating new contracts for agencies that don't currently hold county contracts, and there could be an issue with procurement on the county's side. The current subcontractors went through a competitive procurement process, so there would be a need to address whether or not the county auditor would need to be consulted.

*Motion: Stephanie moved that non-CHG funded Homeless Service Providers in the county be invited to complete the survey with the understanding there is not a guarantee of funding. Nova seconded. Passes unanimously.*

**7. 2024 Point-in-Time** Keylee describes the PIT. There will be more information coming.

**9. Adjourn** – 5:04pm