

**RHC Affordable Housing Advisory Board**  
**January 18<sup>th</sup>, 2024**

**1. CALL TO ORDER – Meeting called to order by Talauna Reed at 3:03pm**

**1.A ROLL CALL –**

Carly Colgan     N/A    

Charlia Messinger   x  

Craig Chance     x    

David Puszczewicz   absent (excused)  

Deb Larson   x (Virtual)  

Donna Feddern     x (Virtual)    

Grace Lee     x    

Jessie Simmons   absent (excused)  

Kendra Landais Chery   N/A  

Meg Martin   absent (excused)  

Talauna Reed     x    

Trish Gregory   x (Virtual)  

Trudy Soucoup     x    

**OTHERS PRESENT –**

Jacinda Steltjes, City of Olympia, TAHAB Liaison

Tom Webster, Thurston County

Keylee Marineau, Thurston County

Leah Tangeman, Thurston County

**2. Approval of Minutes – for December 14<sup>th</sup>, 2023**

Approved   x   Amended           

Moved by Craig, seconded by Trudy, approved unanimously.

**3. Approval of Agenda**

Moved by Craig, seconded by Trudy, approved unanimously.

**4. Announcements and Regional Housing Council Update**

No announcements.

**5. Business Items**

**5a) 2024 Request for Information Scoring Criteria**

Presenters: Jacinda Steltjes, Tom Webster, & Talauna Reed

Handouts:

Exhibit A: Summary of 2024 RFI Funding Priorities and Scoring Criteria

Exhibit B: 2024 Request for Information Scoring Criteria

Exhibit C: Importance to the Community Scoring Criterion, AMI Rubric

Discussion: The board discussed the desire to take into consideration financial sustainability in addition to financial capacity for the 2024 Request for Information scoring criteria.

Action: Trudy motioned to approve Exhibit B: 2024 Request for Information Scoring Criteria as presented with the addition of adding financial sustainability as part of RFI scoring criteria #6. seconded by Craig, unanimously approved.

Action: Craig motioned to approve Exhibit C: Importance to the Community Scoring Criterion, AML Rubric, Charlia seconded, unanimously approved.

### **5b) Opportunity Fund Request Process**

Presenters: Talauna Reed, Jacinda Steltjes, & Tom Webster

Handout:

Exhibit D: RHC Opportunity Fund Request Policy– Draft

Discussion: Presenters summarized the draft RHC Opportunity Fund Request Policy that was created by the RHC Tech Team which includes an addition of fund need to preserve of Mobile Home Parks or to assist residents to acquire the MHP. This policy will be taken to the RHC for approval and posted on the website.

Action: Craig motioned to approve Exhibit D: RHC Opportunity Fund Request Policy– Draft, Charlia seconded, unanimously approved.

### **5c) 2024 Request for Proposal Overview**

Presenters: Talauna Reed, Tom Webster, and Jacinda Steltjes,

Handout: Exhibit E: RHC Request for Proposals Priorities, Funding and Scoring Criteria.

Discussion: Presenters summarized the funding priorities, funding levels, funding sources, and scoring criteria associated with the 2024 Request for Proposals and explained that these items will be presented to the Regional Housing Council on January 24<sup>th</sup> for the RHC's approval prior to the County issuing the RFP.

Action: Trudy motioned to approve Exhibit E: RHC Request for Proposals Priorities, Funding and Scoring Criteria. Charlia seconded. Unanimously approved.

### **5d) Manufactured/Mobile Home Park Preservation Policy/Program**

Presenters: Talauna Reed, Tom Webster, & Jacinda Steltjes

Discussion: Presenters once again asked for volunteers to serve on a sub-committee of TAHAB members and potentially Homeless Services Advisory Board members to work on a framework for evaluating risk of conversion or rent increases to Thurston County mobile home communities and ways to equitably consider whether to provide funding to a given park to help resident purchase their park. There were no other volunteers. Craig Chance will represent the TAHAB on this sub-committee. No action required.

### **5e) Advisory Boards Recruitment Process**

Presenters: Talauna Reed, Tom Webster, & Jacinda Steltjes

Discussion: Presenters provided a summary of the advisory board recruitment process and actions taken by the recruitment sub-committee of TAHAB and HSAB members. Presenters asked board members to help recruit new members. No action required.

**6. GOOD OF THE ORDER**

Donna stated she was looking forward to participating in the TAHAB Recruitment Subcommittee.

**7. ADJOURNMENT –**

Charlia moved to adjourn at 4:00, Trudy seconded. Approved unanimously.