

**RHC Affordable Housing Advisory Board
March 21, 2024
Minutes**

1. CALL TO ORDER – Meeting called to order by Grace at 3pm

1.A ROLL CALL –

Charlia Messinger x (Virtual)

Craig Chance x

David Puszczewicz x (Virtual)

Donna Feddern x

Jamie Milletary x (Virtual)

Tonya Hennen x (Virtual)

Grace Lee x (Virtual)

Jessie Simmons x

Meg Martin AB (excused)

Trish Gregory x (Virtual)

Trudy Soucoup x (Virtual)

Karen Hall x (Virtual)

OTHERS PRESENT –

Jacinda Steltjes, City of Olympia, TAHAB Liaison

Alex Persse, Thurston County, TAHAB Liaison

Talauna Reed, Thurston County

Keylee Marineau, Thurston County

Leah Tangeman, Thurston County

2. Approval of Minutes – for February 15, 2024

Approved x Amended

Moved by Trudy, seconded by Jessie. Unanimously approved.

3. Approval of Agenda – for March 21, 2024

Moved by Jessie, seconded by Craig. Unanimously approved.

4. Announcements and Regional Housing Council (RHC) Update

During the RHC meeting, Grace announced the new advisory board members, Karen Hall, Jamie Milletary, and Tonya Hennen. The Homeless Services Advisory Board (HSAB) also recommended two individuals, Teri Conchran-Frederick and Casper Cramblette. Christa Lenssen presented an overview on the Fair Housing Plan Action Items. The RHC also had a discussion on how they can collectively work on policy across jurisdictions. The next RHC meeting will be held on April 24, 2024, from 4 p.m. – 6p.m. at the Lacey City Hall and on Zoom.

5. Business Items

5a) New Member Introductions (30 mins.) Information Only

Presenter(s): Alex

Handouts: None

Discussion:

Three new members were introduced to the Thurston Affordable Housing Advisory Board (TAHAB), Karen Hall, Jamie Milletary, and Tonya Hennen. All board members and staff introduced themselves, their job position, their expertise & experience, and participated in a group exercise of sharing what their dream job is if they could choose anything without barriers.

5b) Advisory Board Chair & Vice Chair (5 mins.) Information Only

Presenters: Jacinda Steltjes & Grace Lee

Handouts: None

Discussion:

The board discussed the timing of electing a Chair and Vice Chair of the board. Annually, a Chair and Vice Chair are selected for the TAHAB. Typically, it is preferred that these positions attend the meetings in person. These positions are also required to attend an agenda planning executive meeting the third Monday of the month. In addition to TAHAB meetings, the Chair will attend the RHC meetings on the fourth Wednesday of every month from 4-6 p.m. at the Lacey City Hall. While the Chair is the member of the RHC, they are not voting member. The board is open for nominations for Chair and Vice Chair. The process is to nominate yourself or someone else to Alex and Jacinda. Once the nomination period is over, the nominations are presented to the board for voting after confirming that the nominees are interested. The role is for one year from the previous year of nominations. The TAHAB members expressed a desire for the Chair and Vice Chair to be members whose organizations do not have an interest in applying for grant funds. Alex and Jacinda will send out an email with more information. Trish recommended waiting for reelection until after the funding recommendations are made to the RHC. Alex clarified that the RHC meeting for RFP award recommendations is May 8 while the TAHAB meeting is May 16 so it will be after the RFP.

5c) Request for Proposals/Request for Information Timeline & ZoomGrants Review (30 mins.) Information Only

Presenters: Jacinda Steltjes & Grace Lee

Handouts: None

Exhibit A: 2024 Request for Proposals and Request for Information Timeline and Scoring Materials

Discussion:

Staff shared a timeline of actions associated with the RFP and Request for Information (RFI) and presented a quick overview of ZoomGrants to demonstrate how scoring for the RFP will occur at a high level. There will be a more in-depth training led by the HSAB on Thursday, March 28, 2024 3:00 PM-3:30 PM on Teams. Staff will send out a link to TAHAB members to join.

5d) Advisory Board Membership Update (10 mins.) Information Only

Presenter(s): Alex Persse & Grace Lee

Handouts: None

Discussion:

During the 2024 recruitment of new TAHAB members, two applicants who scored high were not interviewed. They were not interviewed because staff believed at the time there was a clause within the Advisory Boards Charter that prohibited more than one member from any single organization. Staff has confirmed this clause was not included in the Charter and any given organization can have multiple members serving on the TAHAB. Since TAHAB has two vacancies, staff proposes to

reconvene the new recruitment subcommittee to interview the individuals they didn't interview previously. The Charter will be reviewed at a later date to identify any necessary amendments..

6. GOOD OF THE ORDER

None.

7. ADJOURNMENT –

Trudy made a motion to extend the meeting, Jessie seconded, unanimously approved.

Grace moved to adjourn at 4:36, Jessie seconded, unanimously approved.