

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES

Hybrid Meeting: in-person at Center for Community Health and through Webex online platform
November 2, 2022

<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>	<u>STAFF</u>
Alishia Topper, Chair	David Poland		Rebecca Royce
Amy Roark, Vice-chair	Melanie Green		Janet Snook
Bridget McLeman, Secretary	Jamie Spinelli		Michael Torres
Diana Perez	Megan Mulsoff		Beth Landry
Karyn Kameroff			
Lance Carter			
Rob Perkins			

Guests: Alissa Page, Willy Traub, Rhonda Hills (Clark County); Samantha Whitley (City of Vancouver); Thalia McDaid-O'Neill (Share)

- I. Welcome/Introductions
- II. Approval of September 2022 Minutes
Rob Perkins made a motion to approve the minutes. Motion was seconded by Karyn Kameroff and carried.
- III. Share HCRS Program Presentation (Org Standards 4.4, 5.9)
Share provided an overview of their Homeless Crisis Response System programs focusing on the Housing and Essential Needs (HEN) program. Share operates five shelters: Share House, Homestead, Orchards Inn, WHAT, and WHO, with housing navigators on site at some locations. Share also operates a site-based permanent supportive housing program called Lincoln Place with 30 units and onsite case management. Permanent Housing and Transitional Housing programs provide rent assistance, case management, flexible funds and essential needs to support households regain and maintain housing stability. The HEN program provides rapid rehousing case management, rent and utility assistance, and essential needs to households that qualify through the Department of Social and Health Services. Share also provides the Rent Well curriculum to any interested tenants in Clark County.
- IV. City of Vancouver Affordable Housing Fund and Homeless Services Updates
City Council approved placing affordable housing fund recommendations on the February ballot. They received 44 pre-applications for their CDBG, HOME and Affordable Housing Fund programs. This City is working on a third Safe Stay community in downtown Vancouver.
- V. Nominations for 2023 Executive Team
Nominations are being accepted for all CAAB executive team positions. Treasurer Alishia Topper and Bridget McLeman have served the maximum of three years in their positions as Chair and Secretary, respectively. Executive team positions are open to all CAAB members and can be self-nominated. Nominations will be accepted until the vote at the January 4 meeting.
- VI. July 2021 – June 2022 All Funds Report (Org. Std. 8.7)
Expense and Revenue reports were presented and are available online. Expense reports are shown as a fiscal year by fund and program type. The Revenue report shows all funds coming into the Community Action and Homeless Crisis Response System programs. All unspent funds will be reallocated into existing contracts. County audit available at <http://portal.sao.wa.gov/reportsearch>. There were no findings for these programs.
- VII. CNA Task Force Update
The CNA Task Force met for the first time in October for overview of responsibilities. Amy Roark and Melanie Green are current board member on the task force and will provide future updates.

VIII. Legislative Advocacy Committee Update

There are no updates at this time. The committee has contacted the Washington Low-Income Housing Alliance to request their policy recommendations. If you are interested in volunteering for the Legislative Advocacy Committee, contact Amy Roark. Up to five board members may participate.

IX. CAAB Membership Update

Eight positions are vacant; three are for current positions that are up for re-appointment. Staff requested volunteers to review the current applications received. Bridget, Rob, and Alishia volunteered to assist with the selection process.

X. Open Forum

No discussion.

XI. Other Business

- Next business meeting, January 4, 2023, 9am-noon, hybrid
- Board training, January 5, 2023, 9am-1pm, hybrid

Meeting adjourned.

Bridget McLeman, Secretary

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