

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES

Hybrid Meeting: in-person at Center for Community Health and through Webex online platform
November 1, 2023

<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>	<u>STAFF</u>
Alishia Topper, vice chair	Diana Perez	Karyn Kameroff	Abby Molloy
Amy Roark	Lance Carter		Rebecca Royce
Bridget McLeman			Janet Snook
David Poland			Michael Torres
Ernie Suggs			Alissa Page
Jamie Spinelli			Luis Nunez
Joyce Cooper			Kayla Williams
Megan Mulsoff			
Nickeia Hunter			
Melanie Green, chair			
Rob Perkins, secretary			

Guests: Esra Khalil (Community Foundation of SW WA); Ann Hawkins, Samantha Whitley (City of Vancouver); CODAs interpreters

- I. Welcome/Introductions
- II. Approval of September 2023 Minutes
Alishia Topper made a motion to approve the minutes. Motion was seconded by Rob Perkins and carried.
- III. Nominations for 2024 Executive Team
Chair Melanie Green, Vice Chair Alishia Topper, and Secretary Rob Perkins are all serving first year in position and may serve up to three years. Nominations are being accepted by email until the January 3rd meeting.
- IV. Community Foundation of SW Washington, Social Justice Resiliency Fund presentation (Org. Std. 5.9)
The Social Justice and Resiliency Fund (SJRF) is a program that was created as an outcome of lessons learned during the pandemic. It was designed to provide rapid discretionary funding to nonprofits working with the economically vulnerable. It was found that BIPOC communities were underserved. The grant making process was redesigned to be responsive to community needs, focusing on under-resourced communities. Funding focuses on systemic change, advocacy, and capacity building to end generational poverty. The County provided funding for the program through the state's CSBG Proviso budget request along with funds from the Developmental Disabilities unit and Behavioral Health units. A new two-year contract is in process to continue funding into the community.
- V. Task Force updates
 - Legislative Advocacy
HB1343 allows city or county to provide tax incentives to provide affordable housing;
HB1625 to adopt programs to stabilize rents, and to repeal Washington laws that do not allow for rent controls.
 - Community Needs Assessment
Consultant is putting data together with an equity lens. Interviews are being scheduled and community forums are being formulated. Supplemental data is being collected. Final CNA to be approved in May meeting.
- VI. Refugee Stabilization Grant Application (Org. Std. 5.9)
Funds were designated for assisting refugees of the 2021 Afghanistan conflict and 2022 Ukrainian conflict. Lutheran Community Services Northwest is the local refugee resettlement agency. All funds will be

allocated to them if awarded. Request is for \$1M per year for two years. CAAB will be notified when updates are received.

VII. Clark County Community Services staffing changes

Rebecca has moved to the affordable housing programs within Community Services. Her Community Action position is being filled by competitive application. Abby Molloy will temporarily cover until the position is permanently filled.

VIII. Clark College Financial Wellness program update/fund reallocation policy

Reorganization at Clark College has caused them to request cancellation of their contract. Approximately \$30,000 of their contract will be reallocated to cover funding shortfalls for other Community Action contracts and cover costs associated with conducting the CNA. Staff provided an overview of the re-allocation process.

- When new funding is received by Community Services, an RFA overseen by the CAAB is conducted.
- Ongoing funding is included in the regular RFA process conducted every three years. Additional funding received through existing grant agreements are allocated into existing contracts selected through the most recent RFA, through a separate RFA process or to fund activities required to provide the previously approved programs.
- Reallocated funds are recaptured when programs underspend their contracted budgets. These funds are used to fill shortfalls in programmatic requirements, added to previously approved contracts, or added to the next regular RFA process.

IX. City of Vancouver Affordable Housing and Homelessness update

Reopening housing production applications in January. CDBG and HOME application cycle now mirrors Clark County's. Received 46 pre-applications, including 12 new agencies. Safe Stay 3 opening November 20. Site 4 opening around December 19.

X. July 2022 – June 2023 Finance reports and County audit update (Org. Stds. 8.3, 8.4 ,8.7)

Expense report shows contracts by funding source, indicated amount and percent spent and amount remaining. Report broken down by regular and COVID funding sources. Council for the Homeless Community Planning includes funding for the Homeless Action Plan, which is underway. 95% of grant funds were spent in the fiscal year.

The Revenue Report lists two years of document recording fees as the county collects the fees before allocating them into contracts. Estimated shortfalls are around \$1.5M. Charts represent spending by fund source and service type.

Clark County is audited for all funding annually. Community Services had no findings. Results are posted at <http://portal.sao.wa.gov/reportsearch>.

XI. Open Forum

No discussion.

XII. Other Business

- Applications have been received for three of the six open positions; they are being reviewed by the committee.
- Next meeting, hybrid, 9am-12pm, Wednesday, January 3 for board business.
- Annual hybrid training time to be determined from survey results. Board members are highly encouraged to attend training in-person.

Rob Perkins, Secretary

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