



# WELCOME! Community Action Advisory Board Meeting

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- This meeting is being recorded.
- Please identify yourself when talking so we can capture accurate minutes.
- “Chat” function is not available due to public disclosure rules.
- Closed Captioning now available 
  - Turn on Webex Assistant and follow the prompts to turn on closed captioning
- Lock participant videos in Webex
  - Lock up to 6 participants to see them regardless of who is speaking
  - Each person can customize their own set of pinned participants
  - Hover over the thumbnail location you want to lock a participant to
  - Click on More  and select *Lock a participant to this location*
  - Select the participant from the list you want to lock in that position



# Approval of July and August 2024 Minutes

## COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES

Hybrid Meeting: in-person at Center for Community Health and through Webex online platform  
July 3, 2024

PRESENT	EXCUSED	ABSENT	STAFF
Alishia Topper, Vice Chair	Melanie Green	Karyn Kameroff	Abby Molloy
Rob Perkins, Secretary	Joyce Cooper	Megan Mulsoff	
Amy Roark	Ernie Suggs	Bridget McLemen	
David Poland	Brittini Lasseigne	Nickeia Hunter	
Clover Spears			
Diana Perez			
Faye Solomone			
Jamie Spinelli			

**Guests:** CODAs interpreters; Ann Hawkins (City of Vancouver); Samantha Whitley (City of Vancouver); Dale Whitley (Council for the Homeless); Sesany Fennie-Jones (Council for the Homeless)

### I. Welcome/Introductions

### II. Approval of May 2024 Minutes

Diana Perez made a motion to approve the minutes which was seconded by Rob Perkins and approved unanimously by the board.

### III. Point in Time Count and Homeless Connect Data Presentation (Org Strd 5.9)

- Dale Whitley, Homeless Management Information System Coordinator for Council for the Homeless
- Point in Time Count: Represents the number of people experiencing homelessness on a single night. This year it was January 25<sup>th</sup>. Required by HUD and WA Dept. of Commerce. Only counts people experiencing literal homelessness (HUD definition). New tools each year. Aids planning and funding determinations.
  - Data sources: sheltered count (HMIS), unsheltered count (non-HMIS: service locations, school districts, street count, project homeless connect event).
  - 2024 process highlights: year-round professional outreach teams planned and performed street count, conducted surveys using mobile app, growth in attendance at Project Homeless Connect.
  - Results: 1366 people experiencing homelessness on Jan 25, 2024 (5% increase from 2023), 669 unsheltered (0.4% decrease), 483 sheltered (13% increase), 214 transitional housing (7% increase). 41% women, 56% men, 323 chronically homeless, 98 DV survivors, 39% people of color.
  - Rate of increase may be slowing. 2023 had 9% increase and 2022 had 31% increase.
  - Increase in sheltered count indicates more available beds.
  - Sheltered chronically homeless count increased 47%, unsheltered chronically homeless count increased 33%. Could indicate that new shelters are housing more chronically homeless people.
  - 19 more unsheltered families with children.
  - Reduction in unsheltered seniors. Had previously grown each year.
  - 29% reduction in overall Veterans counted
  - Homelessness affects BIPOC people at disproportionate rate, which has grown.
  - 8% of unsheltered homeless identified as deaf, 9% of sheltered, 1% of unstably housed.
  - Affordable housing is necessary to exit clients from homelessness

#### Questions:

- Q: Was there any age range data aggregation? How did this intersect with the school liaison data? Was there data about people with disabilities?
  - Yes, this data was collected but there is not a way to analyze by multiple demographics at once. Contact Dale if you want to see specific data.
  - School homeless liaisons may have a better idea of the specific types of families and children

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## COMMUNITY ACTION ADVISORY BOARD EQUITY TRAINING MINUTES

Session 1 – Building a Culture of Equity  
Hybrid Meeting: in-person at Center for Community Health and through Webex online platform  
August 7, 2024

PRESENT	EXCUSED	ABSENT	STAFF
Melanie Green, chair	Alishia Topper, vice chair	Karyn Kameroff	Abby Molloy
Rob Perkins, secretary	Amy Roark	Megan Mulsoff	Ma.Caroline Lopez
Clover Spears	Nickeia Hunter		
Brittini Lasseigne	Jamie Spinelli		
Diana Perez	Joyce Cooper		
Faye Salomone	David Poland		
Ernie Suggs			

### Introduction

- Grounding in space and place
  - Setting the stage
  - Goals: transparency and clear conversations
  - Address resistance to DEI work
- Personal introductions

### Curriculum, process and practice

- Themes
  - Where we've been: *connecting past to present*
  - Where we are: *current state and needs*
  - Where we want to go: *visioning*
  - How we get there: *internal and external practices that foster our vision*
- Approach
  - Praxis - Paulo Freire
  - Emergent Strategy - adrienne maree brown

### Building Community Commitments

- CAAB members took 10 minutes to fill out Community Commitments handout
- Group discussion about accountability
  - What does accountability look and feel like?
    - Constructive feedback
    - Offering a solution
    - Accepting assistance
    - Striving to uplift and improve
    - Remembering and centering the purpose of the group
    - Openness to receive feedback
    - Resisting defensiveness
    - Calling in and calling up
    - Openness to new learning opportunities
    - Working to ensure we meet the needs of the community
    - Being proactive rather than reactive
    - Trust
    - Being persistent



# Clark County Volunteer Lawyers Program Presentation

Elizabeth Fitzgearld





# Clark County Volunteer Lawyers Program



# Agenda



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# Let's find our common ground.

At CCVLP we agree to:

- Be open to new ideas and be willing to do things differently, even if it is uncomfortable at first.
- Be mindful of our audience.
- Respect each other's thinking and value everyone's contributions.
- Be positive and non-judgemental.
- Communicate honestly.
- Acknowledge the difference between intent and impact.
- Tackle issues, not individual people.
- Listen to understand.



# Summary

## **Mission Statement**

Providing and facilitating access to justice in Clark County for low-income individuals and marginalized communities through advocacy and civil legal services.

## **Vision Statement**

We want a legal system that is accessible, fair and community centered.

## **What This Means**

Low-income clients with criminal matters are guaranteed public defenders if they cannot afford an attorney.

The same is *not true* for clients experiencing civil legal issues (like divorce, custody, or evictions). We aim to uphold the purpose of the law by empowering low-income clients to truly utilize the justice system effectively.

The nature and depth of our work has grown over the years, but our priority continues to be ensuring equitable access to justice for *everyone* in our community.





# Housing Programs



# Housing Justice Project

In 2023, HJP expanded to provide full representation in the areas of:

- Eviction Prevention and Dispute Resolution;
- Brief/Limited Services;

Examples:

- Payment plan negotiations
- Eviction notices (i.e., 60 day/30 day/14 day/10 day); and
- Habitability code enforcement

# Housing Justice Project

- ❑ Advice clinics are staffed at a minimum one time per week by both staff and volunteer attorneys.
- ❑ The intake and scheduling process for advice clinics takes approximately 15 minutes per client.
- ❑ What clients may expect during an advice clinic:
  - ❖ Attorneys meet with and interview clients to gather background information, assess needs, and identify issues & defenses related to housing.
  - ❖ Connect clients with rental assistance programs and other needed resources.
  - ❖ Advise clients on aspects of the court and eviction process, including:
    - ❖ Non-litigation resolution strategies;
    - ❖ UDA process, timelines, potential penalties; and
    - ❖ General tenant-landlord interaction advice and need to gather and preserve documents and communications.

# Housing Justice Project

## Who qualifies for our Housing Justice Program:

- Individual tenants or households whose gross income is under the federal poverty line (200%)

## How to contact us:

- Walk-in hours Monday - Wednesday from 9am-9pm, Thursday & Friday by appointment
- Email at: [sara@ccvlp.org](mailto:sara@ccvlp.org)
- By Phone: 360-334-4007
- Sara Directly: 360-334-4007 ext 104

# Right to Counsel

- SB 5160 passed in 2021 which created a right to counsel (an attorney) for low-income tenants in an unlawful detainer proceeding (an eviction case).
- Our attorneys are considered public defenders for eviction cases and provide free representation to low-income tenants.
- Our clients receive full representation including advice, in-court representation, and negotiations with the landlord or landlord attorney.

# Right to Counsel

## What Our Process is:

- Once a tenant has received court paperwork they can reach out to us directly, meet us at court on the day of their hearing, and/or connect with us through a referral from a community partner
- The RTC program needs to screen clients for eligibility

### Who Qualifies for Our Program?

- Individual tenants or households whose net income is under the federal poverty line (200%) or
  - Who are receiving public benefits (Food stamps, TANF, Medicaid, etc.)
- Once program staff determine if someone qualifies, they work on assigning them to an attorney
  - An appointment is scheduled where the attorney and client meet to discuss the case and possible defenses
  - Attorneys then prepare pleadings and engage with opposing counsel for settlement or further negotiations.

## How to Contact Us:

- Email at:  
[evictiondefense@ccvlp.org](mailto:evictiondefense@ccvlp.org)  
By Phone: 360-356-7872
- Loulou Directly: 360-356-7872  
ex 200 or at  
[loulou@ccvlp.org](mailto:loulou@ccvlp.org)
- Morgan Directly:  
360-356-7872 ex 201  
[morgan@ccvlp.org](mailto:morgan@ccvlp.org)

Walk-in hours Monday -  
Wednesday from 9am-9pm,  
Thursday & Friday by  
appointment



# Family Law Programs

# Family Law At A Glance

## Types of issues we help with

- Divorce
- Legal Separation
- Committed Intimate Relationships (CIR)
- Parenting Plans (initial, modifications)
- Child Support (initial, modifications)
- Relocations
- Protection Orders (DV, anti-harassment, stalking)
- Minor guardianship
- Designated Spanish Family Law Clinics
- CPS adjacent cases
- Survivor Support adjacent cases
- Court Readiness
- Court Navigation

## Requirements for assistance

- Not already working with an attorney
- 200% FPL (net income, with expenses considered such as rent, child support paid, etc.) for most family law matters
- 400% FPL for minor guardianship matters
- Varied income restrictions for those fleeing domestic violence
- If someone does not financially qualify, we will provide additional resources

# Bridging the Gap

## COURTROOM READINESS APPOINTMENTS

1-on-1 appointment  
w/experienced volunteer – not an attorney  
Focused on understanding Court expectations, client concerns, triggers, how to manage emotions and organize materials to best present case pro se

## ADVICE APPOINTMENTS WITH AN ATTORNEY

All volunteer attorneys  
30-60 mins  
Case specific advice  
Reviewing & advising on case  
Reviewing & drafting documents

## COURT NAVIGATION

1-on-1 support  
Volunteers help navigate courthouse, find court rooms, take notes during hearing, provide emotional support

## ADMINISTRATIVE SUPPORT

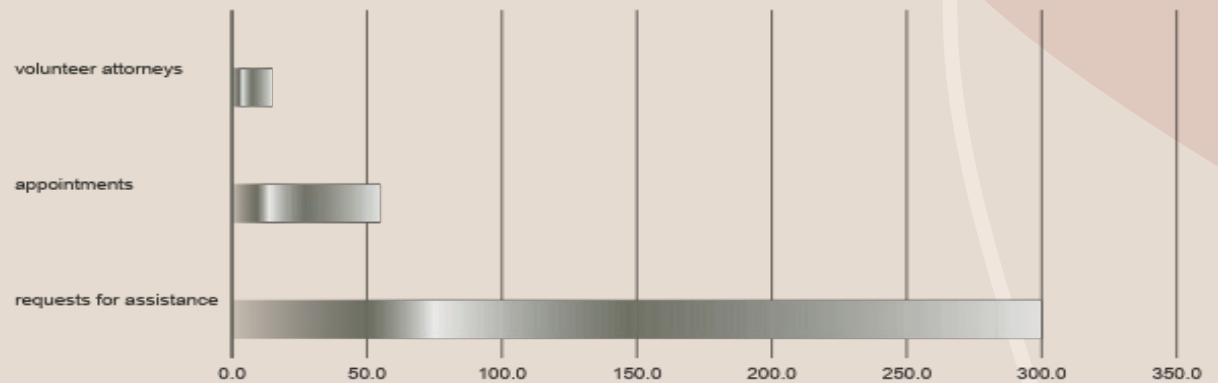
Printing forms  
E-filing documents  
Coordinating resources  
Receiving & Conducting referrals  
Advocacy & support

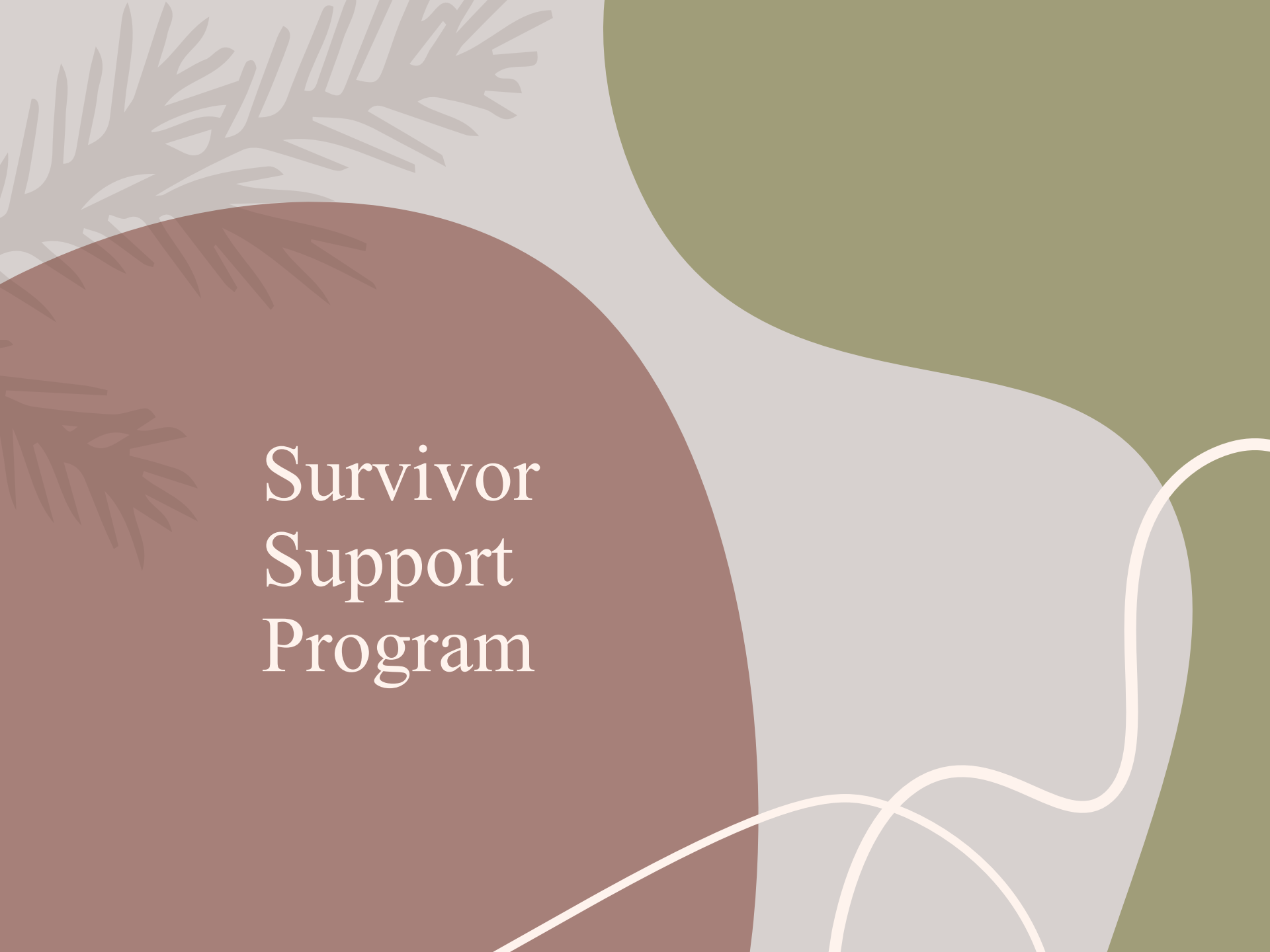


# How to Access?

- ❑ Leave a voicemail (360) 695-5313 ext.110
  - ❑ Include party names, case number if known, any upcoming deadlines or safety concerns
- ❑ Email [cassia@ccvlp.org](mailto:cassia@ccvlp.org) & [jessica@ccvlp.org](mailto:jessica@ccvlp.org)

## What is the need for Family Law services?



The background features a light grey base with several organic, overlapping shapes in muted colors: a large dark brown shape on the left, a medium olive green shape on the right, and a smaller light green shape at the top right. A white, thin, wavy line curves across the bottom right. In the top left corner, there is a faint, grey silhouette of a pine branch.

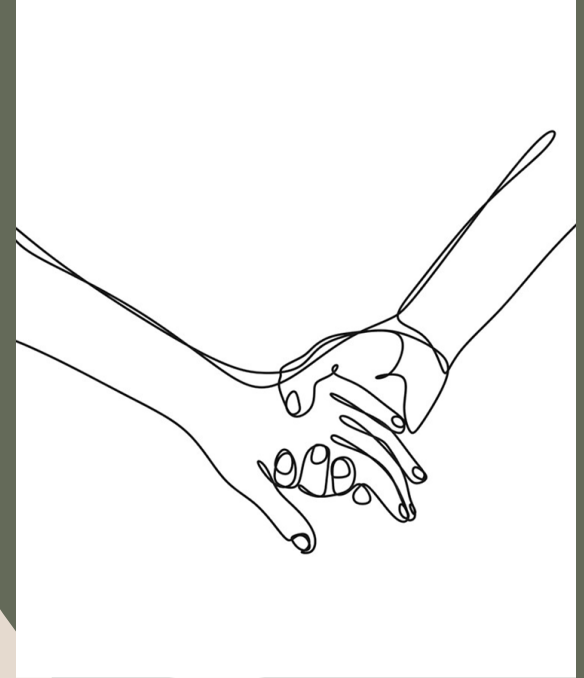
# Survivor Support Program

# Our Goals

**Returning power and agency to survivors of domestic violence and their families.**

**We support survivors in:**

- Navigating the court system
  - Sometimes the system works for survivors, and other times it doesn't.
- Preparing for inevitable, unfortunate outcomes
- Keeping themselves and children safe
- Sharing their experience and being heard
- Establishing secure, stable lives after separation



# What We Do

- **Provide legal assistance and support to survivors of domestic violence**
  - Primarily protection order (50%), custody (25%), and divorce cases (25%)
  - Ranging from single advice appointments, ongoing paperwork assistance, or full representation in court
- Range of service level depending on client needs
  - One-off advice appointment
  - Brief services: paperwork drafting, filing assistance, continued advice and support
  - Limited representation: single issue representation in court
  - Full representation for legal issue

# What We Do

- Selective– we work on cases with the highest barriers or greatest risk of harm
  - Linguistic and cultural barriers to accessing courts
  - Severity of abuse
  - Possibility for continued abuse
  - Complexity of legal argument
  - Effects of trauma/PTSD on survivor’s ability to present in court
- Additional supportive services for survivors
  - Referrals to partner organizations or other CCVLP programs
  - Support and assistance in navigating additional services (benefits, supervision, evaluations)
- Varied income restrictions
  - Survivors often have limited access to finances and we consider this when making decisions about income qualification
  - Not limited to 200% FPL but we do consider clients’ ability to pay for private attorneys

# How Do We Do It?

## FOCUS ON TRAUMA INFORMED CARE

- Provide trauma-informed, culturally responsive legal services
- Emphasis on supporting clients through traumatic situations
- Navigating court while trying to minimize re-traumatization
- Understanding barriers survivors face, making ourselves as available as possible to clients

## LANGUAGE ACCESS

- Bilingual staff
- Focus on language access, making documents and forms accessible to clients speaking languages other than English

## SUPPORT NETWORKS

- Work extensively with YWCA, Lutheran Community Services, NJP, and other agencies to provide non-legal support to survivors

# Contact Us

Jessica Saldivar, Program Manager [jessica@ccvlp.org](mailto:jessica@ccvlp.org)

Blair Marsden, Legal Assistant [blair@ccvlp.org](mailto:blair@ccvlp.org)

We cannot guarantee representation or service but would be happy to chat with your clients and point them in the right direction (if we can't help!)



# Special Programs



# Special Programs *All Volunteer Attorneys | 1+ Month Wait Time for First Appointment*

## LAY GUARDIANSHIP

REPORTING CLINIC, OCCASIONAL GROUP CLASSES FOR PETITIONING

**Issues:** Assistance with periodic reports required of guardians. Currently not assisting with petitioning for guardianship, but can send resources.

**Frequency:** 2 appointments per month

**Level of Service:** 2 hr long appointments where the attorney helps complete the paperwork

## IMMIGRATION

ADVICE APPOINTMENTS ONLY (NO REPRESENTATION)

**Issues:** status change, impacts of other issues on status. No deportation defense.

**Frequency:** 1-2 advice clinics per month.

**Level of Service:** 30-60 minute advice appointments with volunteer attorneys (can return)

## BANKRUPTCY

TEMPORARILY CLOSED

## ELDER LAW, WILLS/ESTATE

TEMPORARILY CLOSED

## GENERAL LAW

SLOWLY REOPENING

**Issues:** contracts, consumer protection and general civil rights.

**Frequency:** 1-2 advice clinics per month.

**Level of Service:** 30-60 minute advice appointments with volunteer attorneys (can return)

# How to Access

Phone: 360-695-5313 Ext 107

Inquiring clients should **leave a voicemail** with their name, contact information, and a short description of their legal issue

Email: [info@ccvlp.org](mailto:info@ccvlp.org)

# Community Court



# Community Court

## Speciality Therapeutic Court

### *Part of Clark County District Court*

**Collaboration** between City of Vancouver, Clark County and MANY community partners

- People cited for “crimes of homelessness” (see non-exhaustive list on right)
- Option to participate in Community Court rather than traditional court
- Pre-sentencing
- No fines
- “Diversion” to community resources
- Assistance with ID, benefits, treatment, housing, etc.

- Criminal Trespass 2 (RCW 9A.52.080)
- Disorderly Conduct (RCW 9A.84.030)
- Intoxicating Liquor in the Park (VMC 15.04.120)
- Park Curfew Violation (VMC 15.04.150)
- Pedestrian Interference (VMC 7.04.020)
- Unlawful Bus Conduct (VMC 7.13.040)
- Unlawful Camping (VMC 8.22.040)
- Unlawful Storage of Personal Property in Public (VMC 8.22.050)
- Unlawful Transit Conduct (RCW 9.91.025)
- Urinating in Public (VMC 7.10.020)

## **CCVLP provides the Community Court Coordinator**

Tasked with overseeing flow, engaging with and tracking participant progress, liaising with community partners, and maintaining a non-attorney, non-court equity lens in the “courtroom”.



CCVLP in the  
Community

# Where We Are

## On the Spot Legal Advice

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- LatinX Legal Days
- Project Homeless Connect
- Veterans Stand Down
- Thrive2Survive

## Outreach Events

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- Juneteenth Celebration
- Pride(s) in the Park
- Bridgeview Resource Days
- Multicultural Resource Fair
- School resource fairs
- And more

## Upcoming Events

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- Our 9th Annual Battle of the Lawyer Bands Fundraiser!

**October 3rd, 2024**  
5PM | *Brickhouse*

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**Questions?**

# Contact Information

**Amy Hernández**, Housing Director |  
amy@ccvlp.org

**Jessi Anderson**, Legal Director | jessi@ccvlp.org

**Elizabeth Fitzgearld**, Executive Director |  
elizabethf@ccvlp.org

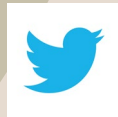


# Thank you!

*Connect with us online!*



————— @volunteerlawyers



————— @CCVLawyers

Website: [www.ccvlp.org](http://www.ccvlp.org)

# July 2023 – June 2024 Outcomes Report

Abby Molloy



# Task Force Updates

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- Legislative Advocacy Task Force
  - Amy Roark
- Community Needs Assessment Task Force
  - Abby Molloy
- Policy Task Force
  - Abby Molloy



# City of Vancouver Affordable Housing and Homelessness Update

Samatha Whitley, City of Vancouver



# Equity Training Details

Melanie Green, Chair



# CAAB Code of Conduct & Bylaws revisions

Melanie Green, Chair



# January meeting discussion

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- RFA training
- Special requests



# Agenda Items

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- Open Public Forum (up to 3 minutes)
- Other Business
- Adjourn

***Save the date:***

***Equity training – October 2, 2024 starting at 9am***

***Next regular CAAB Meeting - November 6, 2024 starting at 9am***

