

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES

Hybrid Meeting: in-person at Center for Community Health and through Webex online platform
January 10, 2025

<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>	<u>STAFF</u>
Rob Perkins, Chair	Megan Mulsoff	Ernie Suggs	Abby Molloy
Melanie Green, Vice Chair			Nooreen Ebrahim
Amy Roark, Secretary			
Diana Perez			
Clover Spears			
Brittini Lasseigne			
Lilly Pidhainyi			
Nickeia Hunter			
Sandra Zavala-Ortega			
Faye Solomone			

Guests: Jordan Boege (Clark County); Samantha Whitley (City of Vancouver); Vanessa Gatson (Clark County); Michael Torres (Clark County)

I. Welcome/Introductions

II. Election of Executive Officers

Executive positions for the board were voted upon, with the currently nominated members being Rob Perkins for Chair and Melanie Green for Vice-Chair. Melanie Green nominated Amy Roark for board Secretary. No other nominations were made. Faye Solomone made a motion which was seconded by Amy Roark to elect the officials as stated above which was unanimously approved.

III. Approval of November and December 2024 Minutes

Amy Roark made a motion to approve the minutes from the November and December meetings which was approved unanimously by the board. Diana Perez abstained from voting.

IV. Adopt 2025 Work Plan

Staff reviewed the 2025 Work Plan which outlines the board’s focuses for 2025. Priorities for the board include publishing and distributing the annual Community Action Report. A motion to adopt the Work Plan as presented was made by Brittini Lasseigne and seconded by Amy Roark. A discussion regarding CAAB Task Forces was had between Staff and board members prior to voting. Motion approved unanimously.

V. Mental Health Sales Tax RFP Process

Jordan Boege, Senior Policy Analyst for Clark County Manager’s Office

- The County’s Mental Health Sales Tax (MHST) annual process was outlined. The money collected from the tax is used to expand treatment available for chemical dependency and mental health.
- The Mental Health Sales Tax Advisory Board (MHSTAB) reviews applications received and makes recommendations for how to use the revenue from this sales tax. For 2025, \$15 million dollars is available to applicants, with the fund currently holding a balance of 4 million dollars.
- A timeline for the RFP process for MHST funded projects was outlined.
- The Bridge Shelter requested \$26 million dollars over 10 years from the County Council. The MHSTAB did not recommend this project move forward based on their application. A new

application can be submitted by Vancouver in 2025 for 2026 funding when the shelter opens in 2026.

- Questions and Comments:
- Q: Does the tax support both inpatient and outpatient services?
 - A: Yes, they can be used for these services.
- Q: Do applications have to be new projects?
 - A: As the Bridge Shelter is a new program, it is eligible. If Bridge Shelter started this year and had a developed program, that would not be allowed. Program growth or a program that has not operated yet are eligible.
- Q: What was the reason for not funding the Bridge Project?
 - A: It can be speculated that the city did not have a strong outline of how the program would run. As the funds requested were operating dollars, it was unclear how this would be used until the shelter was built and operational.
- Q: How can you see what the MHST has funded?
 - A: The Clark County website has a MHSTAB webpage with annual reports and meeting minutes with this information.
- Q: Does each county have different ways in which they spend their MHST funds?
 - A: Legislation has put restrictions on what can be funded over the years. While there is flexibility, participating counties must follow the Revised Code of Washington guidelines.

VI. City of Vancouver Affordable Housing and Homelessness Update

Samantha Whitley, Community Development Manager for the City of Vancouver

- The City's HEAR Program was outlined, which assists eligible low-to-moderate income businesses to make energy efficient upgrades to select appliances.
- Final applications have been received for the 2025 RFA. The applicants and number of projected residents to be served were outlined.
- Construction Sales Tax Exemption/Deferral is before the City Council to approve. For scale, this could save \$525,000 on a \$6,000,000 project.

Questions and Comments:

- Q: Are there any projects to assist owners of manufactured homes?
 - A: Yes, the city has the Homeowner Rehabilitation Program which assists owners of manufactured homes.

VII. Clark County Community Services Director Update

Vanessa Gatson, Director of Clark County Community Services Department

- Major accomplishments of the Community Services Department in 2024 were outlined, including updating the Strategic Plan, department staffing and contractors, and department revenue.
- Department units and the services they each provide were broken down and highlights of their programs shared.
- Department goals for 2025, including efficiency increases and planning for policy and budget changes were discussed.
- Questions and Comments:
- Q: Are there potential changes in processes with the new local and federal administrations? Will this affect the County's advisory boards?
 - A: There may be federal grants and funding that will be cut. There will not be as much money going around, but the advisory boards will be essential in prioritizing the funds that will be available.

- Q: Could someone from WSCAP be able to come to the next meeting?
 - A: Yes, staff will reach out.

VIII. Community Services Strategic Plan Update (Ord Std 6.5)

Michael Torres, Program Manager for the Clark County Community Services Department

- The CAAB adopted this plan in May 2024, and it is based on insights from the Community Needs Assessment, County demographic trends, and various workgroups in the County.
- Department focuses were outlined and include outcome-focused programs, equity and inclusion, and provider coordination and integration.
- Updates on current staff projects and programs were presented.

Questions and Comments:

- Q: How are needs outlined in the CNA addressed with the policies that the County has? Will policies need to be changed?
 - A: Staff believes that having these areas of focus will lead to the policy changes that need to be made.
- Q: Will the board be using an equity lens when scoring proposals? Is it possible for CAAB to look at a copy of the Strategic Plan?
 - A: The RFA training will discuss how to deal with biases that emerge during scoring and viewing proposals through an equity lens. Staff will distribute the Strategic Plan.
- Q: Why are volunteer hours valued higher than minimum wage?
 - A: There is a report that values volunteer hours differently in each state. Staff will share this report with the board.

IX. Break

The board took a 15-minute recess at 10:35 and reconvened at 10:50 a.m.

X. July-September 2024 Outcome Report- Abby Molloy Presenting

- Programs that have spent their current funds, have rollover funds, and programs that are restructuring were shared.
- Information such as volunteer hours, agency grievances, and service demographics were displayed.

Questions and Comments:

- Q: Why is there a column that says 2023-2025?
 - A: The annual report period in June 2024-June 2025, with contracts extending from June 2023-June 2025. A correction will be made to this page as the portion in question should state 2024-2025.
- Q: Are the low-to-moderate income volunteer hours reported comparable to other counties?
 - A: The report is a compilation from all agencies in the area. Staff is unsure how this information compares to other jurisdictions.

XI. Board Business

- CAAB By-laws and Code of Conduct (Org Standard 5.4)
 - Updates approved at the November CAAB meeting were reviewed.
- Conflict of Interest Policy (Org Standard 5.6)
 - Reminder to board members to sign their Conflict-of-Interest form if not already completed.
- Board Member Responsibilities (Org Standard 5.8)
 - Overview of board rules and regulations was provided by staff, and members reminded to sign forms if they have not already done so.
- Organizational Standards Update
 - CSBG requires CAAB to uphold 50 standards. These items were submitted and approved

without any changes.

- 2025 Board Member Update and Roster
 - 2025 CAAB members shared with the board. Vacancies were highlighted, and staff will be recruiting for these positions.
- County Ethics Policy Update
 - A new policy was adopted in July 2024 which outlines how ethics complaints will be addressed moving forward. This will be sent to CAAB members by staff.

XII. Task Force Updates

- Legislative Advocacy
 - Town Hall for the 49th District will be at 2:00 p.m. January 11th at the Vancouver Library. Questions need to be submitted by January 10th.
 - Bill number for rent stabilization (12-17) will be sent out by staff. A hearing will be held on January 13th.
 - Legislative priorities of ECHO would be good to share with CAAB in the future.
 - WSCAP asked for supplemental funding for CSBG, this would be good for the board to look out for.
 - Economic outlook for WA is not positive in the eyes of legislatures. School districts funding will be greatly affected.
 - Q: Are organizational funds detailed at the end of the year? Do they review past reports to find discrepancies?
 - A: Yes, there will be a broad agency list on how funds will be allocated. Funds are reviewed for discrepancies, which are regularly found.
- Task forces are always open for new members, reach out to staff if interested in joining.
- CNA Task Force
 - Currently inactive but will reconvene in several months to go over the surveying process for the next CNA.

XIII. Discussion of 2025 meeting time and cadence

Meetings are currently held the first Wednesday of odd numbered months at 9:00 a.m. at the Center for Community Health. The board discussed the potential of changing the time, date, and location of future meetings, with the current schedule being the most popular and Fridays being brought up as an alternative date. The board came to a consensus that the current meeting time and cadence were appropriate to uphold.

XIV. Open Public Forum

None presented.

XV. Other Business

- Next Meeting: January 17, 2025, 9 a.m.-1 p.m., January Meeting Part 2: RFA Training
- March and April meetings are extended to 9:00 a.m.-12:30 p.m. to accommodate for RFA presentations.

Adjourned at 11:52 a.m.



Amy Roark, Board Secretary

03/05/25