

COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES
 DEPARTMENT OF COMMUNITY SERVICES
 1601 E Fourth Plain, Room C210C
 May 10, 2016

<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>	<u>STAFF</u>
Mavis Nickels	Lydia Sanders		Michael Torres
Bridget McLeman	Julie Rotz		Rebecca Royce
Paula Martin			Janet Snook
Sheree Thun			
Jessica Ghiglieri			
Ty Stober			
Judith Walseth			

GUESTS: Susan Arney (Volunteer Lawyers Program); Dale Whitley (Council for the Homeless); Evelia Johnson (Clark College Student)

- I. Call to Order/Introductions
 Vice Chair Paula Martin called the meeting to order at 8:00 a.m.

- II. Approval of March 2016 Minutes
 The March 2016 meeting minutes were approved following a motion by Ty Stober that was seconded by Mavis Nickels.

- III. Nomination of Jessica Ghiglieri to Board
 To meet Community Services Block Grant Act requirements for low-income representation on the advisory board, all low-income representatives must be nominated to the board by an entity that supports the low-income community. When Jessica Ghiglieri was first selected to be on the Community Action Advisory Board, she was working as an AmeriCorps VISTA at Lutheran Community Services Northwest (LCSNW) with their refugee placement program. She has since completed her service with LCSNW and must be nominated by another entity. Due to her knowledge and experience and strong advocacy for all low-income populations, Mavis Nickels moved to nominate Jessica Ghiglieri to the Community Action Advisory Board; Bridget McLeman seconded. Motion carried.

- IV. Review Draft 2015 Report to the Community (Org Standard 5.9)
 Rebecca Royce requested feedback on the draft 2015 Report to the Community. This report will be considered for final adoption at the July meeting. The report contains information about the CAAB, defines Community Action, lists funding sources and programs that received funding by category, and provides statistical information and success stories. A list of partnerships follows charts showing what poverty looks like in Clark County and the 2013 Community Needs Survey data. After adoption, the report will be available on the Clark County webpage and sent to interested parties.

- V. Task Force Updates
 - Advocacy Efforts
 The Advocacy Task Force has begun to define advocacy as engaging in different activities in the community that address issues of poverty and economic security. Examples of advocacy opportunities are being compiled.
 - Community Needs Assessment
 The Community Needs Assessment Task Force has begun discussing ways of distributing the Community Needs Survey that is being drafted by County staff. The next meeting is May 31, at 2:30 p.m. at Latte Da.

VI. Point-in-Time Count and Project Homeless Connect

The Point-in-Time Count is conducted on a single day each January to get a snapshot of homelessness in Clark County. Surveys are conducted by street-count teams that visit known camps and hangouts where people who are homeless may frequent. People who are in shelters, transitional housing, schools, and those who attend the Project Homeless Connect event and identify as homeless, are also counted. Data is computed as sheltered or unsheltered by families with children, households without children, or households without adults. The 2016 unsheltered population rose approximately 10 percent over 2015. A 2015 report from the Homeless Management Information System (HMIS) of self-reported last permanent zip codes shows 84 percent of those served in Clark County live in Clark County. Less than four percent of those served were from the Portland area.

VII. Volunteer Lawyers Program Presentation (Org Standard 5.9)

The Volunteer Lawyers Program (VLP) incorporated in 1990 when the government initiated legal aid funding. VLP assists persons who are low-income with civil legal matters, including family law, bankruptcies, housing and evictions, domestic violence, and parenting plans for custody orders. The VLP program also coordinates the Homeless Court program that reduces fines and converts misdemeanors into community service hours. In the future, VLP is looking to provide probate assistance at the Luepke Center to maintain existing services provided to seniors and to have family lawyers in the courtroom. There are over 100 attorneys that volunteer to help the program.

VIII. 2015 Year-end Funding Finance Report (Org Standard 8.7)

Spending of funded agencies was reported for 2015. Most agencies spent their full grant amounts. Unspent funds were recaptured and rolled into the next spending cycle. Some contracts, such as Share ESG, Second Step Housing preservation, and Council for the Homeless ESG continue into 2016.

IX. Open Forum

No discussion at this time.

X. Other Business

- The final adopted version of the bylaws was provided.
- The CSBG Symposium will be discussed at the July meeting.
- May is Community Action Month. The County Council will issue a proclamation on May 17, at 10:00 a.m. All board members are encouraged to attend.
- Several members are attending the Homeless Conference in Spokane. A report will be given at the July meeting.

XI. Adjourn

Ty Stober made a motion to adjourn the meeting, which was seconded by Bridget McLeman. The meeting adjourned at 9:36 a.m.

Next meeting: July 12, 2016, 8:00 a.m. – 9:30 a.m., 1601 E Fourth Plain, Room C210 C

Mavis Nickels, Secretary
rr