



April 20, 2016 - Meeting Minutes

Meeting called to order at 2:02 PM by Chair Sarah VanCleve

Attendance: Sarah VanCleve – Chair, *Trudy Stacy – Member at Large, Penny Lamping, Mike O’Shaughnessy, Linda Hollingsworth, Sara Harvey, ClaraAnn Ness, Kirsten Jewell, Jenell DeMatteo, Nancy Martin, Monica Bernhard, Mary Gleysteen, Sue Battin, Manny Cruz, Sean Raybell, Peter Voorhees, Sandra Paulino-Winborn, Leann Weaver, Angie Zimmerman, Sara Marez-Fields, Bethany Plummer, Bridget Callahan, Jackie Fojtik, Lynda Reese, Cindy Gordon, Jolene Kron, Andrea Talmadge, Beverly Kincaid, Cheryl Felmlee, Shaylynn Houston, Terry Schroeder*

Introductions were made around the table.

Agenda Review: There were no additions to the agenda.

Minutes: **Trudy Stacy moved and Manny Cruz seconded to approve the minutes from March 2016 as presented. The motion passed.**

McKinney (CoC) Funding – Sarah VanCleve, Sara Marez Fields, Terry Schroeder: Sarah VanCleve explained that the BHA McKinney project, Supportive Housing Program (SHP), started in the late 1990s as a partnership with Kitsap Community Resources to provide rent assistance to homeless families in KCR units. KCR staff would work with them to address barriers for up to two years and to help them get back on their feet. The families would pay 30% of their income for rent. Shortly after Sarah started with BHA, she was notified the KCR units were no longer available. They changed to using units in the community, but that wasn’t the way the grant was set up. Sarah kept trying to change the grant, but was told she couldn’t do that. Commerce realized there were other agencies in Balance of State that were in the same situation. This year, they switched to rental assistance, which allows them to use units in the community. The other change Sarah made was to incorporate graduates of the Supportive Housing Program in her budget for housing choice vouchers so that if they complete the program and still need vouchers, she will have some available. Some families are able to stay in their housing once they graduate. The other positive is that by switching to rental assistance, BHA receives more money for the program and were able to increase the funding they provide to KCR to pay for case management and to pay some of BHA’s staff time.

Sara Marez-Fields reported they have three components in their Shelter Care Plus. The project based component serves 9 women and 9 men and is a group shared living project. In the sponsor based component, they serve 14 women within the Bremerton City limits. Agape leases to the client and the client pays Agape. In the tenant based component, they serve 8 persons who find housing in the community; Agape can assist with the rent. All three of these components make up Agape’s Sisyphus Housing. To enter the program, the client must be homeless and must have a component of need, either mental health or chemical dependency. Initially the program was set up

to move clients from project based, to sponsor based to tenant based, but they are no longer able to do that.

YWCA has 8 units, which just until recently were transitional. They switched to permanent supportive housing in this last funding cycle. When they first started, Housing Kitsap had the grant to provide transitional units in Poulsbo and Silverdale with case management done by KCR and YWCA. Several years ago, KCR decided not to continue and the YWCA picked up their two units in Silverdale. Housing Kitsap transferred the program to the YWCA entirely.

The McKinney (or CoC as it is now known) grant needs to have the support of the local continuum. Most years, there is bonus funding available. Terry distributed information from last year's bonus funding. It was for new permanent supportive housing projects serving chronically homeless persons or new rapid rehousing projects. The timeline is fairly short; last year there was just a little over two weeks from the date the application was received to getting the applications in to the rating panel. The panel ranks each application within about 5 days and then there was a little over two weeks to submit the application in E-Snaps. Leverage letters are required and need to be submitted a little over one month after they get the application and about 10 days after being notified their application was accepted. Anyone who thinks they might apply for the bonus funding is encouraged to let the Kitsap CoCC know about the program they want to apply for and ask for support from the Kitsap CoCC.

Kitsap CoCC Priorities – Sarah VanCleve: Sarah reported that input had been requested of the membership on the priorities for the Kitsap Continuum of Care Coalition. The top three priorities were education, legislative information and funding issues. After getting the priorities for the Homeless Housing Plan, there were a lot of similarities, so it was decided to combine the CoCC priorities with the HHP priorities.

Kitsap Homeless Housing Plan – Kirsten Jewell: Kirsten presented a summary of the current Homeless Housing Plan for Kitsap, which was completed for 2016. The update has a long list of action plans to accomplish. It is broken into five main goals, each of which has two to four strategies and then each strategy has two to six action steps for a total of 61. From these action steps, members were asked to prioritize the ones they felt were most important to work on this year. The top one was to Preserve and create affordable housing units. The second highest priority was to prioritize the persons who experience unsheltered homelessness and/or chronic homelessness. That would include how to get housing first programs into Kitsap County and outreach in the community to serve those less likely to come to us. The third highest priority was to increase funding for all of this and not be solely dependent on document recording fees and CHG. There are some local options for increased taxes and other creative ideas that can be looked at. They also identified the top three support action steps. The top support step was to build capacity in our homeless response system. The second highest under support was to coordinate across all sectors since homelessness crosses all of the sectors. And the third support step is communication. We need a well-educated citizenship if we want to develop housing first in neighborhoods. Kirsten said she would like to have the Kitsap CoCC membership endorse the homeless housing plan priorities. **Mary Gleysteen moved and Penny Lamping seconded to endorse the priorities for implementation for 2016-2017.**

There is a plan in the works to have a day-long homelessness summit. The date is set for June 30th. The focus will be on getting folks from other communities to talk about their programs serving the unsheltered population. Kirsten also announced they are convening the Grant Recommendation Committee earlier to provide information about our community and how it is affected by homelessness. Commissioner Garrido talks about homelessness in a Commissioner's Corner video. There is about a 10-minute segment about the homelessness and housing programs in Kitsap County TV's "Inside Report".

Kitsap Coordinated Grant – Kirsten Jewell: The policy plans have been released for the Affordable Housing and Homeless Housing Grant Programs, Community Development Block Grant and HOME Funds. The policy plans provide background information about the programs. There is a 30-day comment period on the policy plans, which ends May 18, 2016. The Notice of Funding Availability (NOFA) was just released with information about the various funding sources. More detailed information is in the policy plans. The **mandatory** technical assistance will be held on **May 24, 2016** from 9 am to 11 am for services and homeless applicants and 1 pm to 3 pm for housing and operations and maintenance applicants. They have implemented a disqualification process whereby things such as incomplete applications, incorrect forms, or no budget included will be disqualified. Applications are due Monday June 27, 2016 at noon. The amount of funding appears to be essentially the same as last year for the local document recording fees.

Coordinator Report – Terry Schroeder: Terry thanked the agencies for getting their Housing Inventory Count information to her. Everything has been submitted and she has received just a couple of clarification questions, and has almost all of the information for that. Sue Battin is starting to work on Project Connect for 2017 with an initial committee meeting in May. The Conference on Ending Homelessness is May 11-12 in Spokane.

Project Connect – Sue Battin: Sue announced that there is a Project Connect Planning meeting on May 25 at KCR, 1201 Park Avenue, Bremerton.

Agency Updates

Agape – Angie Zimmerman: Angie stated they are having difficulty finding landlords to rent to their clients. If anyone has some thoughts on landlords to contact, let Angie know.

Housing Resources Bainbridge – Penny Lamping: They are in the process of hiring a new Executive Director. The information is on their website as well as Kitsap CoCC web site.

Kitsap Rescue Mission – Mike O’Shaughnessy and Sue Battin: They are in severe need of volunteers for their shelter. At this time, they have had to close for the weekends due to not having adequate staff. They are still open Monday through Friday.

Kitsap Transit – Trudy Stacy: Trudy announced they are having to kick people out of the ferry terminal daily, who are just hanging out.

Crime Victim Assistance Center – Nancy Martin: Nancy encouraged anyone who works with someone who has been a victim of a crime to contact Nancy to see if there is something she can assist them with.

Kitsap Community Resources – Monica Bernhard: They are booking energy appointments into the end of May. If someone has a shut off notice, they can bring it in and get seen as an emergency.

Department of Corrections – Sean Raybell: Just before leaving the office, there was an email from Commerce regarding the availability of a grant. He has not had a chance to look at what it was, but will do so when he gets back to his office.

CARES of Washington – Cheryl Felmlee: They provide opportunities for people with disabilities and low incomes to become self-sufficient. They serve persons who receive Basic Food Assistance, but not TANF.

Bremerton Housing Authority – Sarah VanCleve: They have increased the payment standards to make it a little easier for people with Housing Choice vouchers to find a place to rent. It adds about \$100 additional for them to spend on rent.

Work Source of Kitsap – Linda Hollingsworth: Linda reminded people of the Job Fair on Friday April 22 from 10 am to 2 pm at the Best Western Silverdale Beach Hotel. WorkSource is also a good place for persons to go if they are looking for work.

Housing Solutions Center – Jackie Fojtik: They have some rental and deposit assistance available. They are now fully staffed in all locations.

Building 9 – Lynda Reese, Cindy Gordon, Andrea Talmadge: They encouraged people to refer veterans to the VHOG group that meets with homeless veterans on Monday at 1 pm at KCR, 1201 Park Avenue, Bremerton.

Kingston Severe Weather Shelter – Mary Gleysteen: Mary reported she will send an email to their volunteers to see if some are able to help at the Kitsap Rescue Mission.

Parent-Child Assistance Program – ClaraAnn Ness: Clara stated they have some openings for women who are pregnant or recently delivered and used chemicals during their pregnancy.

YWCA – Sarah Harvey: They are having their 2016 Women of Achievement ceremony on Friday April 22.

Georgia’s House – Leann Weaver & Bethany Plummer: They completed a flooring replacement and are up and running. They have some beds available.

Kitsap County – Kirsten Jewell: There is a new Veterans Community Resources Brochure, which is on the county website, under Human Services, Housing and Homelessness Program. The new HMIS system is up and running. Agencies need to have signed certificates and staff who will be doing HMIS need to attend training. After that, they will need to get on the phone with Commerce to complete the process to work in Clarity, the new HMIS system.

Salish Behavioral Health Organization – Jolene Kron: Jolene stated the BHO oversees the delivery mental health and substance abuse service delivery.

Eastside Baby Corner – West Sound – Bev Kincaid: They have started the soft launch of Baby Corner with the Kitsap Public Health nurses. They have distributed about \$3,000 worth of infant and young children supplies. They are working on have a diaper only site at each food bank. Kitsap Transit had a month-long drive to help build their inventory. They will have a ribbon-cutting ceremony on June 4th from 1:30 pm to 3:30 pm. All are welcome and encouraged to attend.

Meeting adjourned at 3:55 pm

Respectfully Submitted,

Chris Brunell, Secretary