



The Road Home

Tacoma / Lakewood / Pierce County Continuum of Care
In Partnership with Pierce County Human Services

Continuum of Care Meeting Minutes

December 3, 2019

Tacoma Housing Authority Bay Terrance – 2550 S G St., Tacoma

Members Present

James Pogue, Comprehensive Life Resources
Amanda DeShazo, Aff. Housing Consortium
Andy Rohr, TPC Health Dept.
Dana Orr, Pierce County AIDS Foundation
Erica Azcueta, City of Tacoma
Jason Scales, The REACH Center
Jeff Rodgers, Pierce County
Kari Haugen, Workforce-Central
Martha Sheppard, Salvation Army
Patti Spaulding-Klewin, CCS
Rachel Silis, Dept. of Veterans Affairs
Sean Raybell, WSD of Corrections
Tonya Tunnell-Thornhill, Exodus Housing
Valorie Crout, Associated Ministries

Members Absent

Cacey Hanauer, Tacoma Housing Authority (EA)
Dr. Eric Jackson, Bethlehem Baptist Church
Diane Powers, City of Tacoma
Ellie Ottey, Pierce County Housing Authority
Janice Pitt, Dept of Child, Youth & Families (EA)
Keith Galbraith, Family Renewal Shelter (EA)
Marilee Hill-Anderson, Sumner Schools (EA)
Neal Rogers, Community Representative
Ex-Tiffany Speir, City of Lakewood (EA)

Staff

Heather Moss
John Barbee
Valeri Knight
Vy Yun

Call Meeting to Order

James called the meeting to order at 1:06 pm.

Additions or Deletions from the Agenda:

SPARC Report

- Pierce County SPARC Report was released January 2018 – the report showed we have a lot of gaps in services and inequality.
- SPARC issued Phase One Study Findings in March 2018.
- Heather acknowledged the report has important information and there is a lot of work to do. We value the work that came out of the analysis.

Introductions

Introductions were made for CoC members.

Approval of Minutes

James asked for a motion to approve the October minutes. Amanda motioned, Martha seconded; unanimously approved.

5-Year Strategic Plan Update

- John reported the 5-Year Strategic Plan is in its final edits.
- John reiterated we have two requirements:
 - HUD requires the CoC to have a 5-Year Strategic Plan.

- Washington State Department of Commerce requires County to have a strategic plan that is outlined by 5 objectives, with a working plan for those 5 objectives. This plan must be approved by County Council.
- John announced the County will have a separate plan that will be submitted to County Council and then to Commerce. The CoC's plan is very detailed, and we will use that as a guide, but the County's plan will be an overview and to answer the 5 objectives.
- Valorie requested to see the CoC's draft (HUD) to ensure the SPARC report is in the final draft. Valeri answers the final draft is with Pyramid but will send the most updated draft to the CoC members.
- James reported the Planning Subcommittee reviewed all comments that were received and incorporated some into the plan. Not all recommendations were added.
- Adria, Fair Housing Center of WA, asked is there is a document that tracks the process of when public comments are received and what we do with them. For instance, if a comment is incorporated into the plan, what section? James answered we did not go into that detail.
- Adria asked if the County plan will have a public comment period. John answered no, there will not be a chance for public comment. The County plan will be to answer the 5 objectives Commerce has given us and we will be pulling those items out of the CoC plan, which have already gone through the public comment period.
- Valeri reported Pyramid is making the final draft to the CoC's plan (design) and we are working on the last few pieces of coordinated entry. The final is anticipated to be done next week and then the CoC will take the 5-Year Strategic Plan and make a 1-Year Action Plan. Valeri will find out when the plan will be available for the public.
- Amanda responded to Adria's request and says going forward, we can document the comment process.
- The public comment period for the 5-Year Strategic Plan is closed, but additional comments can be submitted for the 1-Year Action Plan – this is a living document!

CoC Structure

- John reported we are receiving Technical Assistant (TA) from HUD regarding governance. John asked if we would like to change the CoC's structure or if the structure we have now fits best.
- John mentioned Snohomish County's CoC is ran similar to Pierce County's and the feedback is that it is chaotic, and voices are sometimes not heard.
- Martha asked whose voices are not being heard? And what do the other structures look like? Jeff gave an example of a 2-tiered structure: policy level and work level.
- Dana asked with the 2-tiered structure, will everyone at the table have voting power? Voting is voice. Dana asked who will be part of tier 1? Jeff answered HUD is encouraging the tiered approach, but it is not mandating.
- Valorie said the Steering Committee was created in the past as part of a tiered structure and it did not work well.
- Heather said we want subject matter experts at the table, and also a higher level to make policy decisions at large. The tiers will not take any power away but add more clarity by defining roles.
- Jason gave an example of the value of having a group to make informed decisions.
- James proposed to look at the finalized plan and develop a 1-Year Action Plan in January. Then to ask if we have the right CoC to do that and push that work forward. James would

like some education on items that would improve the CoC – What could the CoC look like?

- Valeri informed the CoC that the governance charter will need to be updated – it is an annual requirement. James asked when we can start implementing the governance charter or if we want to remove any of the changes made.
- Heather reported the County Council will appoint a Homeless Coordinator and that they may create a homeless taskforce. There is not a timeline for the taskforce, but Heather is help identify early in the year. Sean commented that the Pierce County Coalition is more of a taskforce than this CoC.
- Sean suggested each subcommittee has an issue to work on (homework assignment) and then reports back to the CoC.

Membership Subcommittee

- Alison will be taking on some of Erica's task while she is out of the office.
- Valorie reported the onboarding process is finalized!
- Next task is to look at the CoC Info Sheet – something members can pass out.
- Heather has looked at the new application.
- Valorie has received 4 pending applications, but there is uncertainty on when they can move forward.
- Erica stated there was a lot of combining of existing roles. They wanted to ensure that all roles can contribute, and there was not duplicates/overlapping.

Equity Subcommittee

- SPARC reviewed the plan and provided recommendations that were brought back to the Strategic Planning Subcommittee.
- SPARC offered to review the governance charter – that might be the next task.

Good of the Order

- Valeri announced CoC meetings will no longer be recorded.
- The next meeting will be January 15 at 9:00 at Bay Terrace.
- Jeff asked who will be developing the 1-Year Action Plan. James answered it will be the existing Planning Subcommittee and opens it up to anyone that would like to join to start recommendations for the 1-Year Action Plan to present at the January meeting.
 - Rachel, Sean, Jeff, Martha, Amanda, Kari, and James volunteered to join.
 - Valeri will send a Doodle Poll to schedule meeting for the subcommittee to meet.
- Sean asked if the Executive Subcommittee meeting was open for non-members to attend. James said he will get back to Sean on that.
- Rachel reported we are rolling out a new version of HUD Veterans Health Administration.
- Jeff reported Tacoma Housing Authority applied for main stream vouchers and were awarded 60 additional vouchers for a Move-On Program. THA has agreed to have 45 vouchers go to the Move-On Program for clients moving from permanent supportive housing to their own vouchers.

Public Comment Period

- Al asked to what extent was this plan coordinated with other domains. Jeff answered we have a consolidated plan for HUD that consist of CDBG, HOME, and ESG funds. The CoC's strategies will be reported in the consolidated plan.

- Al asked what impact do you think this will have? Jeff answered we are creating a 1-Year Action Plan which is what the group will be focused on in 2020.
- Al asked what will be different next year than now. Kari – hopes to destigmatize homelessness, Rachel – hopes vouchers are used, Amanda – create more affordable housing.
- Valorie announced a signing ceremony for the Declaration on Homelessness will be held at Oasis of Hope at December 12, from 5-7pm.
- Valeri announced the Annual Point in Time (PIT) Count is coming in January. For the first time, if you participated last year, you can complete a refresher course via webinar, which is about 15 minutes. Registration is open and we are accepting donations. Martha asked is Valeri can send out what areas need volunteers.
- Matthew, Oasis Youth Center, asked what was the reason to stop recording? Matthew said it does not build community trust. If there is concern of freedom to be more open, what can't you say that you cannot say on recording? Heather answered there was questioning on why the meetings were being recorded when they were not County meetings. Also, the responsibility for the retention of the record. Adria mentioned the agenda, minutes, and meeting dates are posted on the County's website.

Meeting Adjourned

Adjourns the meeting at 2:50 pm.