



Partnership to End Homelessness Board

Monday June 13, 2022

CALL TO ORDER: The quarterly Partnership to End Homelessness (PEH) Board meeting was held via **ZOOM Meeting** on June 13, 2022. The meeting convened at 2:05 PM.

MEMBERS IN ATTENDANCE:

Janinna Attick	✓	Leslie Hodson	✓
Candy Banker	✓	John Hull	✓
Mary Jane Brell Vujovic	✓	Michelle Lundstrom	EX
Rita Jo Case	✓	Jessa Lynch	✓
Cameron Cassidy	✓	Teri Nelson	✓
Mary Cline-Stively	✓	Jamyang D. Nhangkar	EX
Steve Corsi	✓	Jane Pak	✓
Jim Dean	✓	Zoe Reese	✓
Mary Anne Dillon	✓	Michelle Reitan	✓
Rachel Downes	✓	Mark Smith	EX
Nataya Foss	AB	Charles Thompson	✓
Chad Golden	✓	Tarah Wilder	EX
Jodie Halsne	✓	Julie Willie	EX
Vicci Hilty	EX	Mindy Woods	✓

STAFF IN ATTENDANCE: Jackie Anderson, Debbi Trosvig, Sam Scoville, Tanya Baniak, Stephanie Patterson, Christie Lee Kamka, Ashley Nichols

GUEST(S) IN ATTENDANCE: Chris Collier, Joan Penney

WELCOME

Introductions/Housekeeping

- Candy Banker welcomed everyone and introduced the two new PEH Board Members, Rachel Downes (Homeless Families) and Jessa Lynch (Organization which serves Veterans).
- Candy Banker welcomed Ashley Nichols, new Support Staff for the PEH.

Approval of Meeting Minutes

* **ACTION ITEM:** Steve Corsi made a motion to approve the June 13, 2022 meeting minutes as written. Janinna Attick seconded the motion and it passed unanimously.

PRESENTATION:

Rentals, Home Ownership, Income in Sno Co – Chris Collier

COMMITTEE REPORT UPDATES / ACTIONS:

Communications and Engagement Committee (CEC) – John Hull

- Encouragement to join Committees
- New Strategies for the CEC:
 - o Cross-organizational tours, help to serve one another better.

Data and Analysis Committee (DAC) – Jodie Halsne

- Supporting the Strategic Planning Committee on the Strategic Plan.
- Working on HMIS Data Request Form
- Supporting work of the Decolonization of Data group

Public Policy Committee (PPC) – Mark Smith / Vicci Hilty

- Coordinating Site Visits with Legislators
 - o 44 Different Locations for Legislators to choose from
 - o Meetings to occur throughout June and July

Strategic Planning (SPC) – Mary Anne Dillon

- Working on Year 2 and Year 2 Strategic Plan strategies, timelines, responsible parties.

Racial Equity Advisor Board (REAB) – Sam Scoville / Tanya Baniak

- In the future, will have members of the REAB to attend to report out
- Working on the Workplan (part of the Equity Charter)
 - o Vision and Guiding Principles – Ongoing work
 - o Conducted Survey with REAB to prioritize how they work on the Workplan

UPDATES:

FY2022 CoC Registration Update- Sam Scoville

- FY2021 CoC Competition - Awards
 - o Snohomish County competed very well in 2021
 - o Awarded \$12.5 Million
 - o Debriefing: Scored 164.25 in application (highest rated CoC – 168.25)
 - o Awarded one new project for FY 2021
- FY2022 CoC Competition
 - o Local Application open. Bifurcated Process. Phase 1 open for all Renewal Projects.
 - o Application opened June 1, 2022, due on June 16, 2022.
 - o Phase 2 to open upon release of NOFO (all other New and First Time Renewal Projects)
 - o Information can be found on our CoC Competition Webpage.
 - o Will begin recruiting for Project Review Committee.

Report out on Housing First Conference- All

- Housing First Partners Conference
 - o More and more unhoused throughout the nation

- PEH Board Members who attended are now meeting to determine how we take information learned and how to incorporate into the PEH
- Advocate for more opportunities like this for PEH Board Members
- How can we get businesses involved to solve homelessness?
- How can we reduce disparities in our system?
- How do we come out with a narrative together for our work?
- Learned the importance of incorporating Lived Expertise
- 1 month in jail about \$6000-\$8000 per month. Inpatient bed per day is about \$100,000 statewide. \$1,100/month for income restricted housing.
- Washington State Low Income Housing Alliance
 - Also working on a narrative around housing and housing first, including racial equity.

HMIS Presentation on 2022 Point In Time Count – Stephanie Patterson

- Presentation Highlights
 - Unsheltered population feels manageable at the local level
 - Distribution of resources would aid in getting the resources to where it is needed and most impactful ways
 - Some residents level of aggression is increasing making it difficult to leave or house
 - Need a tailored approach to care that happens at local level when they know the person or client
 - Family with children respond differently to questionnaires and surveys than someone single or without children out of fear of child protective services.
 - As rent increases it raises the questions of what the actual number of families in need of support
 - This study identified gaps in data particularly for: families through McKinney Vento and HMIS
- PIT Count Website: <https://snohomishcountywa.gov/2857/Point-In-Time>
- 2022 PIT Count Infographic: <https://snohomishcountywa.gov/DocumentCenter/View/99998/2022-Point-In-Time-Summary-PDF>
- Break-Out Sessions (by Committee)
 - What are a few key take-aways from the 2022 PIT Count results?
 - What questions do the 2022 PIT results raise?
 - How can we integrate or leverage the 2022 PIT Count results into our Standing Committee work?
 - What other data would be needed to leverage the 2022 PIT Count results?

WRAP UP

- **Meeting adjourned at 4:30 pm**

Next meeting will be held September 12th, 2022 at 2:00PM via zoom

From: [Scoville, Samuel](#)
To: [Cameron Cassidy](#); ["Candy Banker"](#); charles.thompson@email.edcc.edu; [Golden, Chad M.](#); [Jamyang Dorjee \(Jamyang.Dorjee@commtrans.org\)](#); janep@snocolegal.org; [Janinna Attick](#); jhull@egmission.org; ["Jim Dean"](#); [Jodie Halsne](#); [Julie Willie](#); [Kamka, Christie Lee](#); Leslie.Hodson@compassh.org; [Lundstrom, Michelle R](#); [Lynch, Jessa J.](#); mark@housingsnohomish.org; ["Mary Anne Dillon"](#); [Mary Jane Brell-Vujovic \(Mary.Vujovic@co.snohomish.wa.us\)](#); [mary.cline-stively \(mary.cline-stively@childstrive.org\)](mailto:mary.cline-stively (mary.cline-stively@childstrive.org)); [Michelle Reitan](#); ["Nataya Foss"](#); [Nichols, Ashley](#); [Rachel Downes](#); [Rito Jo Case](#); [Stephanie Patterson \(Stephanie.Patterson@co.snohomish.wa.us\)](#); [Steve Corsi](#); [Tarah Wilder \(tarah.wilder@coconhouse.org\)](mailto:Tarah.Wilder@coconhouse.org); [Teri Nelson](#); ["Vicci Hilty"](#); [Woods, Mindy](#); [Zoe Reese](#)
Cc: [Anderson, Jackie M](#); [Trosvig, Debbi](#); [Tracy, Sue](#)
Subject: PEH: Poll for Exception to the Governance Charter for FY2022 CoC NOFO Timeline
Date: Friday, August 19, 2022 1:46:00 PM
Importance: High

Good afternoon, PEH Board Members.

As you are aware, the HUD [FY2022 CoC Program Notice of Funding Opportunity \(NOFO\)](#) was released earlier this month with a far tighter time-line for completion and submission than normal. Generally, HUD allows Continuum's of Care three (3) months for completion and submission of the Consolidated Application (CoC Application, Project Applications, and CoC Priority Listings). This year, all Continuums have been provided a two (2) month time-frame. This is proving problematic to maintain the timelines built into the [PEH Governance Charter](#) and the [Consolidated Application Submission Process](#), as adopted by the PEH. This shortened time-frame significantly reduces the amount of time provided between Local Applicant Submissions for project applications, the rating and ranking of projects by the Project Review Committee (PRC), and final ratification by the Application Oversight Committee (AOC).

Governance Charter:

- Section VI. Rules for the Governance Board, Action Without A Meeting (page 5 of 8) states:
 - Board members shall have no less than 5 business days to cast (an electronic) vote.

Consolidated Application Submission Process (Attachment I):

- Project Applications & Priority Listing: Rating and Ranking, (4) Reviewing Final Recommendations states:
 - One approved by the AOC, the final project rankings will be provided to the PEH to review for a period of five (5) business days.
- Project Applications & Priority Listing: CoC Application, (2) Reviewing the CoC Application states:
 - Upon completion and before submission to HUD, the CoC Application will be provided to the PEH to review for a period of five (5) business days.

The five (5) day timeframes adopted by the PEH are neither regulatory nor statutory and are not required by HUD in the FY2022 CoC NOFO. These timeframes were adopted by the PEH more for transparency and ample time (under normal circumstances) for the PEH Board Members to review the Priority Listings and CoC Consolidated Application.

Snohomish County, as the Collaborative Applicant, is requesting an exemption to the five (5) day period solely for this FY2022 CoC NOFO to allow for us to stay on track for the submission of our Consolidated Application by Sept. 30, 2022 and to allow for both the Project Review Committee and

the Application Oversight Committee to have enough time to thoughtfully review, rate, rank and ratify our Project Applications and Priority Listings. We are requesting the PEH allow for a **three (3) day** PEH Review Period for both the:

1. **Project Applications and Priority Listing; and**
2. **Consolidated Application.**

Please complete the following poll to vote if you allow for the reduction in PEH review periods for this FY2022 CoC NOFO. While you have five (5) business days to complete this poll, **we humbly request you complete the poll ASAP** to allow us to move forward in scheduling the PRC and the AOC meetings and stay on track. Please ensure to list your First and Last Name in the Poll in accordance with the PEH Governance Charter.

Poll Link: <https://forms.office.com/g/S9DCuF82cJ>

I will be out of the office the week of August 22. Please reach out to Debbi Trosvig if you have any questions.

Debbi Trosvig | she/her/hers | *Supervisor, Office of Community & Homeless Services*
[Snohomish County Human Services Department](#) | Housing and Community Services
3000 Rockefeller Ave., M/S 305 | Everett, WA 98201
O: 425.388.7116 | C: 425.309.6174 | debbi.trosvig@snoco.org

In gratitude,

- Sam

Sam Scoville | he/him/his | *Grants & Program Specialist*
[Snohomish County Human Services](#) | Office of Community and Homeless Services
3000 Rockefeller Ave., M/S 305 | Everett, WA 98201
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NOTICE: All emails and attachments sent to and from Snohomish County are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56).

From: Scoville, Samuel
Sent: Wednesday, August 3, 2022 12:03 PM
Subject: PEH: FY2022 CoC Program NOFO Released

Good afternoon, PEH Board Members.

On Monday, August 2, 2022, HUD released the [FY2022 CoC Program Notice of Funding Opportunity \(NOFO\)](#). We are working to coordinate timelines specific to our Continuum and will provide this information when this is available and will also post this on our [CoC Funding Webpage](#).

The Consolidated CoC Application is due to HUD by September 30, 2022, a shorter time-frame than typical. I mention the shorter time-frame, in particular, as you will see an increase in our communication with the PEH and PEH application committees as we proceed through the shortened

NOFO and local application processes.

Please reach out with any questions.

Thank you for your ongoing efforts and commitment to our Continuum of Care.

Thanks,

- Sam

Sam Scoville | he/him/his | *Grants & Program Specialist*

[Snohomish County Human Services](#) | Office of Community and Homeless Services

3000 Rockefeller Ave., M/S 305 | Everett, WA 98201

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Exception to PEH Governance Charter for FY2022 CoC PEH Review Processes

Please select if you would allow for the PEH Governance Charter and the Consolidated Application Submission Process PEH Review Processes to be reduced from five (5) business days to three (3) business days for the FY2022 CoC Competition. Please complete the poll by 2pm on Friday, Aug. 26 or sooner if possible to help us stay on track.

* Required



1. Please type in your First and Last Name *

2. Allow for the PEH Review Period to be reduced from five (5) business days to three (3) business days for the Project Applications and Priority Listings. *

- Approve the exception to the Governance Charter from 5 days to 3 days
- DO NOT Approve the exception to the Governance Charter from 5 days to 3 days

3. Allow for the PEH Review Period to be reduced from five (5) business days to three (3) business days for the Consolidated Application. *

- Approve the exception to the Governance Charter from 5 days to 3 days
- DO NOT Approve the exception to the Governance Charter from 5 days to 3 days

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.

 Microsoft Forms

ID	Start time	Completion time	Please type in your First a	Allow for the PEH Review Period to be reduced fr	Allow for the PEH Review Period to be reduced fro
1	8/19/22 13:48:50	8/19/22 13:49:13	Tarah Wilder	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
2	8/19/22 14:01:47	8/19/22 14:02:04	steve corsi	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
3	8/19/22 14:18:33	8/19/22 14:18:50	Jane Pak	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
4	8/19/22 14:26:26	8/19/22 14:26:53	Michelle Reitan	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
5	8/19/22 14:39:51	8/19/22 14:40:02	Janinna Attick	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
6	8/19/22 15:19:23	8/19/22 15:19:46	Mary Cline-Stively	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
7	8/19/22 15:37:20	8/19/22 15:37:58	Vicci L Hilty	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
8	8/19/22 16:07:42	8/19/22 16:08:22	Chad Golden	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
9	8/19/22 16:15:27	8/19/22 16:16:09	Mary Jane Brell Vujovic	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
10	8/19/22 17:33:26	8/19/22 17:33:52	Jim Dean	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
11	8/22/22 8:16:34	8/22/22 8:16:59	Charles Thompson	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
12	8/22/22 8:20:35	8/22/22 8:20:50	Julie Willie	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
13	8/22/22 8:50:39	8/22/22 8:50:49	Rachel Downes	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
14	8/22/22 9:12:09	8/22/22 9:12:32	Mark Smith	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
15	8/22/22 9:17:59	8/22/22 9:18:17	Candy Banker	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days
16	8/22/22 13:10:02	8/22/22 13:10:32	Michelle Lundstrom	Approve the exception to the Governance Charter from 5 days to 3 days	Approve the exception to the Governance Charter from 5 days to 3 days