CALL TO ORDER: The quarterly Partnership to End Homelessness (PEH) Board meeting was held via Zoom Meeting on December 1, 2020. The meeting convened at 2:00 PM.

MEMBERS IN ATTENDANCE:

| Banker, Candy       | ✓          | Holbrook, Janine | AB  |
| Barrett, Sarah Jayne| ✓          | Hull, John       | ✓   |
| Brell Vujovic, Mary Jane | ✓         | Mathison, Rachel | ✓   |
| Cassidy, Cameron    | ✓          | McCravy, Rebecca | ✓   |
| Cline-Stively, Mary | ✓          | Nhangkar, Jamyang | ✓ |
| Dilsebo, Yasin      | ✓          | Pak, Jane        | ✓   |
| Dean, Jim           | ✓          | Plummer, Lynda   | ✓   |
| Dillon, Mary Anne   | ✓          | Smith, Mark      | ✓   |
| Foss, Nataya        | AB         | Sosa, Ramonda    | ✓   |
| Halsne, Jodie       | ✓          | Thompson, Charles| ✓   |
| Golden, Chad        | ✓          | Wilder, Tarah    | ✓   |
| Hart-Anderson, Cammy| ✓          | Woods, Mindy     | ✓   |
| Hilty, Vicci        | ✓          | Zarn, Julie      | ✓   |

STAFF IN ATTENDANCE: Sam Scoville, Debbi Trosvig, Holly Shelton, Robin Hood, Stephanie Patterson, Susan Chriest and Ana Carratala.

GUEST IN ATTENDANCE: Dani Gentry, Zoe Reese, Ty Reed, Larkey Combs

WELCOME

- Candy Banker welcomed everyone and gave a brief overview on today’s Zoom meeting.
- Candy Banker introduced a new Board Member, Jane Pak she is the Interim Executive Director for Snohomish County Legal Services and will be representing Legal Services.

APPROVAL OF MEETING MINUTES

*ACTION ITEM: Cammy Hart-Anderson made a motion to approve the September 1, 2020 meeting minutes as written. Rachel Mathison seconded the motion and it passed unanimously.

COMMITTEE REPORT UPDATES

Communications and Engagement Committee – John Hull

- John Hull gave a brief overview on slide presentation. A draft presentation will be ready for review and feedback at the next PEH Board Meeting.

Data & Analysis Committee – Sarah Jayne Barrett

- Sam Scoville on behalf of Sarah Jayne Barrett mentioned their committee is working on position descriptions and review of racial equity data and setting dates for the 2021 year.
Once completed they will share with Executive Committee.

**Public Policy Committee – Vicci Hilty**
- Reporting out at Action Items

**Strategic Planning Committee – Mary Anne Dillon**
- Mary Anne Dillon mentioned the Committee is still working on the PEH Strategic Plan. This document includes goals and activities. The Committee is reviewing all objectives to make sure all goals are being met. The Strategic Plan should be ready for all to review beginning 2021. Sam Scoville will send a link to all.

**UPDATES**

**County Updates – Sam Scoville**
- **Sam Scoville gave a brief overview on FY2020 CoC NOFA**
  - Sam Scoville mentioned the 2020 CoC NOFA has not been released, due to COVID-19.
  - Sam Scoville explained that HUD may not have a competition this year, only renewals of existing projects. More information will be released as it is available.
  - Local competition ended July 10, 2020. This continued process is pending the release of a 2020 NOFA.
- **2021 PEH Board Meetings Schedule**
  - Sam Scoville gave a brief overview on the 2021 Board Meeting Calendar Invite. Sam explained the Board is resetting in order to accommodate all board members. Two dates have been suggested and a Doodle Poll will be sent out.
    - 1st Thursday of March, June, September and December 2021 2-4:30 PM
    - 2nd Monday of March, June, September and December 2021 2-4:30 PM
  - When the electronic vote is released, please return your poll within 5 days.
- **Racial Equity Trainings and Updates**
  - Sam Scoville gave an update on Racial Equity Trainings with Hooks Global. All 5-Part trainings have gone well and continue the focus on people of color. Our last training is Thursday December 3, 2020 from 12:30 – 4:30 PM.
  - Sam Scoville asked all Board Members for their comments, feedback and suggestions on all trainings.
  - Sam Scoville spoke about the initial goal of creating a Race Equity Work Group which consist of PEH board members and communities of color in order to provide recommendations for becoming more inclusive and diverse. Now recommending not yet creating this new group, but instead, developing a framework and strategies to support external conversations and collaborations with communities of color. Board members gave their feedback and suggestion.
- **Annual Point in Time Count (PIT) – Debbi Trosvig**
  - Debbi Trosvig gave a brief overview on this year’s Point in Time Count (PIT). Debbi Trosvig had previously asked the board to approve the methodology. Due to the COVID-19, HUD and the State are allowing for flexibilities/exceptions to complete an sheltered count this year.
  - Debbi Trosvig expressed concerns regarding Health and Safety issue with this year count. Snohomish and Pierce County are requesting exceptions from HUD to do the sheltered Pit or do a variation on the methodology.
  - Debbi Trosvig reiterated about Safety concerns, with her staff and volunteers which are mostly senior citizens.

*ACTION ITEM: Mary Jane Brell Vujovic made a motion to approve going forward with the Shelter count using the same methodology as the previous year and due to the COVID Pandemic and safety concerns, the PEH Board recommends not completing the unsheltered PIT Count, and furthermore, to request an “Exception” from HUD to waive the 2021 Unsheltered PIT Count. John*
Hull seconded the motion and it passed unanimously.

- **Coordinated Entry – Holly Shelton**
  - **CE Advisory Committee**
    - Holly Shelton introduced and gave a brief overview on the Coordinated Entry Advisory Committee
    - Dani Gentry – First meeting in September, now meeting 2x month to get up to speed on CE. Has been discussing Interim Prioritization Policy. Who is in the system, who is getting referrals. Is planning to bring Interim Policy to take into account COVID-19 to look at people in Motels with CARES CV funding to ensure they are getting appropriate referral (65 + older with health condition) and to take in VST scores. Also looking at with Racial Equity Lens. Data is showing BIPOC people are disproportionately represented in CE.
  
  - **CE Refinements Updates**
    - Holly explained the HMIS system went live with all changes on September 9 and the VST new tool is being used for all new screening entries. The housing placement conferencing is now live.
    - Holly Shelton mentioned Building Changes has extra monies which can be used as Flex Funds and is designated to families with children in the coordinated entry system.

**ACTION ITEMS**

**PEH Stakeholder Positions – Sam Scoville**
- Remove: Philanthropy (Action)
- Remove: Supported Employment (Action)
- Add: 2nd Public Housing Authority (Action)

*ACTION ITEM: Mark Smith made a motion to approve and maintain the Philanthropy position as written. Vicci Hilty seconded the motion and it passed unanimously*

*ACTION ITEM: Mark Smith made a motion to approve the removal of Supported Employment position as written. Vicci Hilty seconded the motion and it passed unanimously*

*ACTION ITEM: Mark Smith made a motion to approve and add a 2nd Public Housing Authority position as written. Vicci Hilty seconded the motion and it passed unanimously*

**Communications and Engagement Committee – John Hull**
- Co-Chair Nomination: Ramonda Sosa (Action)

**ACTION ITEM: Mark Smith made a motion to approve the nomination of Ramonda Sosa as Co-Chair for the Communications and Engagement Committee as written. Vicci Hilty seconded the motion and it passed unanimously**

**Public Policy Committee – Mark Smith**
- 2021 Legislative Priority Agenda* (Action)

**ACTION ITEM: Rebecca McCrary made a motion to approve the 2021 PEH Legislative Priority Agenda as written. Jim Dean seconded the motion and it passed unanimously**
**Annual Updates to the Governance Charter (Action) – Sam Scoville**

- Board Composition – Attach. A* (Action)
- Committees – Attach. C* (Action)

**ACTION ITEM:** Mark Smith made a motion to approve all changes including today’s changes to the Annual Updates to the Governance Charter; Board Composition – Attach. A and Committees – Attach. C as written. Ramonda Sosa seconded the motion and it passed unanimously.

*Note: Attachments sent in advance with agenda.*

Mark Smith and Vicci Hilty asked all members to please consider signing up for upcoming meetings with Legislators.

**WRAP UP**

- Candy Banker thanked everyone for their support, time and commitment to this board. Sam Scoville will send out a Doodle Poll to all regarding the PEH Quarterly 2021 meeting times.

**MEETING ADJOURNED**

**ADJOURNMENT**

Meeting adjourned @ 4:32 PM.

Ana Carratala, Sr. Secretary, Snohomish County Human Services
S. Scoville, Grants and Program Specialist, OCHS – Dec. 24, 2020
PEH Approved – March 4, 2021