

## MINUTES

### HOMELESS ADVISORY BOARD MEETING WEDNESDAY, SEPTEMBER 25, 2006 – 11:30 AM COMMUNITY DEVELOPMENT MEETING ROOM

**Members Present:** Alan Graff, Vernon Brown, Judy Buseman, Randy Bartunek, Carol Twedt, Hugh Grogan and Lori Blom

**Members Absent:** Tam Baker

**Others Present:** Jodi Schwan, Mayor's Office; Russ Sorenson, Planning Department; and Suzanne Schroeder, Community Development

#### I. APPROVAL OF MINUTES

Alan Graff pointed out that the first paragraph of the Item II should be amended to reflect that he, Randy Bartunek and Hugh Grogan all met with Fran Stenberg of the Union Gospel Mission. Upon motion by Carol Twedt, seconded by Judy Buseman, the Board voted to approve the minutes of the September 11, 2006, meeting as amended. Carried unanimously.

#### II. REVIEW DRAFT LETTER TO MAYOR, CITY COUNCIL, AND COUNTY COMMISSION

Alan Graff asked the Board for their comments on the draft letter he had sent them and asked for input on when this letter should be sent to the Mayor, City Council, and County Commission. Hugh Grogan said the Need Committee is in agreement with the letter. Alan Graff said he will distribute the letter to the Mayor, the City Council, and County Commission and he said the Homeless Advisory Board should attend the Joint City Council/County Commission meeting of October 16 at 5 p.m. to answer questions. Upon motion by Carol Twedt, seconded by Hugh Grogan, the Board approved the letter as presented and authorized Alan Graff to send it to the Mayor, the City Council, and County Commission. Carried unanimously.

#### III REVIEW STAFF REQUEST

- A. **Review Committee Motion** - This topic was tabled from the September 11, 2006, meeting. Vernon Brown, Carol Twedt, and Hugh Grogan had met twice with Jennifer Holsen to discuss this position and the needs of the HAB. Hugh said after discussion it had been decided to utilize existing County Human Services staff do some research for the Board on an as-needed basis. The persons who will be doing the research for the Board are Theresa Jensen and Rae Burnett. He said funding for this overtime work will come from the County Human Resources budget and all work will be done outside of their normal work hours.

**Discuss Position description handed out at 7/24/06 meeting.** Discussion was held on other administrative needs for the HAB. It was mentioned that Suzanne Schroeder, from Community Development, has been helping by taking minutes for the HAB meetings. Judy Buseman suggested each committees could have one of their members volunteer to take notes for the meetings.

#### **IV. JOINT COOPERATIVE AGREEMENT**

- A. **Amended Section 3 – Joint City/County approval.** Discussion was held on amending the City Ordinance to agree with the Joint Cooperative Agreement. The agreement was prepared several months after the City Ordinance was approved. The two documents have different requirements for HAB membership. It was decided that the agreement should be amended so that the membership requirements are the same as the City ordinance. Randy said he would contact the City Attorney's Office and ask them to visit with Gordy Swanson about the change and to prepare the amendment so that it can be put on the agenda for October 16, 2006.
- B. **Review Sections 3 (Membership) and 4 (Fiscal Operations).** Discussion was held on funding for the HAB. Alan Graff mentioned that the agreement specifically states that the HAB will not need to expend budgeted funds. Alan also asked Carol if the \$20,000 of funding that is currently set-a-side by the County could be carried forward in to 2007.

#### **V. DISCUSS HOMELESS COALITION INTERACTION WITH HAB**

Discussion was held on the specific role of the HAB in comparison to the Homeless Coalition. The HAB responsibility is to facilitate the 10-year plan and the Coalition deals more with homeless awareness and the sharing of information between existing agencies. A question was asked whether or not the HAB should be involved in some manner with the Continuum of Care ranking process. It was pointed out if they are not, a project adding additional shelter beds could potentially be approved without their input. The discussion was tabled to the meeting of October 16. Hugh Grogan will visit with Melanie Bliss and attend a Homeless Coalition Board meeting.

#### **VI. HAB- FAITH COMMUNITY HAB MEMBER.**

Vernon Brown said Fr. Cimprich has contacted Travis Benson, of the Chancery Staff, about serving on this Board. Randy reported that Rev. Val Putnam had provided the name of Dr. Peter Holland, who has been recommended by the Ministerial Association. Dr. Holland reported that he was going to be out of town until October 11, 2006.

#### **VII. COMMITTEE REPORTS**

- A. **Need Committee** – Hugh Grogan reported the Need Committee has met and has been working on their mission statement. They have also been discussing adding community members they would like have on their subcommittee. They have also been discussing what the focus of the HAB should be such as SRO's, family housing, housing

for teens, etc. Lori Blom said the United Way has been working on a project of Social Identification; and when it is finished, they will share this data with the HAB.

**B.Strategy Committee** – Vernon Brown said their committee needs to work on its mission statement before working on staff issues. Carol Twedt said they need input from the Need Committee before they can be working on strategies to achieve the goal. Russ Sorensen, Planning Department, will be working with this committee.

**C. Financing Committee** - Randy said the committee did meet and they are working on categorizing resources. Their next meeting is September 27, 2006.

## **VIII. OTHER BUSINESS**

Randy Bartunek talked about the HAB Website and asked for everyone's input on the current proposed layout and content of information. He said that as the subcommittees add committee members, develop their mission statements, and have other pertinent information available they need to send it to him so that he can have it added to the site. After he has received all of the information, the IT Department make the site available for access by the public

**Joint City/County Meeting** – October 16, 2006, at 5 p.m.

## **IX. NEXT MEETING – OCTOBER 16, 2006 AT 11:30 AM**

The HAB decided to hold their next meeting on Monday, October 16, 2006, at 11:30 a.m., and cancel the meeting of October 23, 2006.

Discussion was held on the possibility of forming a search committee to identify properties that may be suitable for single-room-only housing.

## **X. ADJOURNMENT**

The meeting adjourned at 1:20 p.m.