



MINUTES FOR SNOHOMISH COUNTY  
**Chemical Dependency/Mental Health Program Advisory Board**

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Wednesday, September 21, 2022

**CALL TO ORDER:**

A special meeting of the Chemical Dependency and Mental Health Program Advisory Board (CD/MH Board) was held virtually via the zoom platform, on Wednesday, September 21, 2022. The meeting convened at 3:00 pm, facilitated by Mary Jane Brell Vujovic (MJ), Director, Human Services Department.

**WELCOME & INTRODUCTIONS:**

- Members:* Randy Hayden, Kathy Kain, Michele Meaker, Karen O'Meara-Pullen, Jamie Reed, Dennis Wheeler
- Absent:* David Griggs, Carolyn Hetherwick Goza, Pat O'Maley-Lanphear, Mark Smith, Jerry Strieck
- Staff:* Mary Jane (MJ) Brell Vujovic, Robei Broadous, Isaac Isaac, Ken Katahira, Mike Liddicoat, Ray Padilla, Jen Pehlivan, Wendy Roullier
- Guests:* Lori Olson, City of Everett;

MJ provided background reminded the Board that the CDMH budget includes Housing Capital funds which are allocated and rolled into the Housing Capital Notice of Funding Available (NOFA) or Request for Proposals (RFP) process with other Capital Housing. Combining the funding sources makes it easier on both the developers and the various advisory boards to comment and make recommendations. Proposals were received and rated by Housing and Community Services' Housing and Community Development staff. Staff provided a Technical Analysis of the proposals and provided necessary documents to the review committee.

**Housing Capital RFP**

Robei Broadous provided some additional background information about this Housing Capital funding round. The Executive Summary was shared on the screen (handout attached to minutes). Two projects requested a total of \$1,433,379 of CDMH Capital funds (Housing Hope, Scriber Place and Hand Up Housing, Daniel's Place). Additional details about the projects are available in the Executive Summary. Karen O'Meara-Pullen and Dennis Wheeler served on the RFP Review Committee. Robei added the Committee recommended staff have additional conversations with Hand Up Housing to encourage them to submit in future years. The Committee recommended full funding (\$833,379) to Housing Hope for their Scriber Place project. Robei opened the meeting up to questions.

Dennis Wheeler commented that the Housing Hope project was for 52 units, on flat, cleared land near a school. The school district is leasing the property to the

organization. This organization has a long history of property development in the County and that all of their projects are completed on time and on budget. He added that Hand Up Housing is a rather young organization. They have experience with property management, but this was their first capital housing project. It was evident they lacked some experience with the application process and could use some assistance to submit better applications in the future.

Karen O'Meara-Pullen added there are so many worthy causes. Often, the more applications organizations submit the better their applications are, and the more likely they are to be the successful applicant. She is grateful that the County is willing to offer some assistance and feedback to the organization. Housing Hope also incorporated McKenney-Vento coordination with the school district in their application. She is also grateful for the experience and for staff working through the RFP Review process.

MJ asked if anyone wanted to make a motion. Dennis made a motion that the Board recommend allocating the full funding amount of \$833,379 to Housing Hope Properties for the construction of Scriber Place. Jamie Reed seconded the motion. MJ called the question. The motion passed 5-0-1, abstainer did not have enough information to vote.

MJ thanked the review committee and the full Board for their participation. MJ also thanked the Housing and Community Development staff for their work.

MJ reminded the Board that the next meeting is October 19, 2022 and asked if members were interested in attending in person and offering a hybrid option. MJ announced the Executive is presenting his proposed budget on Tuesday, September 27, 2022 and she does not anticipate differences in what Human Services submitted, but staff will share the details of the budget once it has been presented.

**NEXT MEETING REVIEW:**

Regular Meeting October 19, 2022 @ 3:00 pm – 5:00 pm

**ADJOURNMENT:** Dennis moved that we adjourn. Randy seconded. The meeting was adjourned at 3:25 pm.

*/s/ Wendy L. Roullier*

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Wendy Roullier, Administrative Assistant  
Snohomish County Human Services

*September 21, 2022*

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Prepared

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Approved