



Partnership to End Homelessness Board

December 10, 2019

CALL TO ORDER The quarterly Partnership to End Homelessness Board meeting was held at the Everett Public School Resource Center, Port Gardner Room B – 3900 Broadway Avenue Everett, WA on December 10th, 2019. The meeting convened at 3:00 PM.

MEMBERS IN ATTENDANCE:

Attick, Janinna	✓	Holbrook, Janine	EX
Banker, Candy	✓	Horner, Christine	AB
Barrett, Sarah Jayne	✓	Hull, John	✓
Brell-Vujovic, Mary Jane	EX	Kohl, Elizabeth	✓
Boe, Marilyn	AB	Mathison, Rachel	✓
Cassidy, Cameron	✓	McCrary, Rebecca	AB
Cline-Stively, Mary	EX	Nhangkar, Jamyang	✓
Darmulo, Yasin	EX	Smith, Mark	EX
Dean, Jim	✓	Sosa, Ramonda	✓
Dillon, Mary Anne	✓	Thompson, Charles	✓
Foss, Nataya	AB	Wilder, Tarah	EX
Grant, Nicole	AB	Woods, Mindy	✓
Graves, Chris	AB	Woolery Toonstra, Wendy	AB
Harris-Shears, Emily	EX	Zarn, Julie	AB
Hart-Anderson, Cammy	✓		
Hilty, Vicci	EX		

STAFF IN ATTENDANCE: Sam Scoville, Jesse Jorstad, Debbi Trosvig and Ana Carratala

GUEST IN ATTENDANCE: Holly Shelton, Leila Hill

WELCOME

- Introductions were made around the room.
- Janinna Attick mentioned there are two new Board Members Charles Thompson, representing the University Stakeholder position and Mindy Woods representing Advocate Stakeholder position.
- Janinna Attick also mentioned there is a resignation from Elizabeth Kohl representing the Homeless Families. Janinna Attick thanked Elizabeth for all her years of service and dedication.
- Sam Scoville mentioned there will be an orientation for new Board Member on January 10th and 27th of 2020.

APPROVAL OF MEETING MINUTES

***ACTION ITEM:** *Jim Dean made a motion to approve the September 10, 2019 meeting minutes as written. Cammy Hart-Anderson seconded the motion and it passed unanimously.*

COMMITTEE REPORT UPDATES

Communications and Engagement Committee – John Hull

- John Hull gave a brief overview on the PowerPoint public presentation for the PEH. This project is still pending and should be available before the PIT count.

Data & Analysis – Sarah Jayne Barrett

- The Committee is still working on the schedule for 2020 and is working on being more focused on Racial Equity.

Public Policy Committee – Sam Scoville on behalf of Vicci Hilty

- Sam Scoville mentioned this committee is still working on the Legislative Agenda and determining which legislative priorities are most critical.

Strategic Planning Committee – Mary Anne Dillon

- Mary Anne Dillon gave a brief overview on 2020 items as follows:
 - Racial Equity Training with Karena Hooks – January 2020 – Part 2
 - Step Up Conference – April 3, 2020 - Lynnwood
 - Implicit Bias Training – June and September 2020
 - Embed more Racial Equity work and educational videos (30 min)
- Mary Anne Dillon reiterated to all to please attend as many trainings as possible.

UPDATES

Data Presentation – Equity Analysis Dashboard – Jesse Jorstad

- Jesse Jorstad gave a brief overview on *Handout #1 Equity Analysis and Overview of Measures*. The primary aim of this product was to aid other communities in accessing and exploring their data.
- Jesse Jorstad ask all to break up in small groups for more discussion.

County Updates

Cammy Hart-Anderson reminded all that the Veteran's Memorial Ceremony is on Friday, December 20, 2019 at 5:15 PM.

Point in Time (PIT) – Debbi Trosvig

- Debbi Trosvig mentioned there are no changes to Methodology this year. The PIT count will take place on Thursday, January 23, 2020 from 8:00AM to 8:00PM, staging areas are as follows:
 - Everett
 - Smokey Point
 - Lynnwood
 - Monroe
 - Sultan
- Debbi Trosvig handed out flyers to recruit Volunteers for the PIT count 2020.
- Debbi Trosvig mentioned the Strategic Plan was sent to Commerce and is waiting for approval.

CE Refinement – Holly Shelton and Jesse Jorstad

- Holly Shelton gave a brief presentation on Coordinated Entry Refinement and Q&A's to follow.

System Performance Measures – Jesse Jorstad

ACTION

Governance Board Rules: Member removal – Sam Scoville

- Sam Scoville mentioned on today's agenda (backside) is the PEH Governance Charter which explains the rules for today's action.
- Sam Scoville mentioned there are three Board members which have not attended for over a year and the Board is asking for their removal. The three positions which will be opened are:
 - Mental Health
 - Employment (Supported)
 - Business

****ACTION ITEM: Mary Anne Dillon made a motion to remove three Board members and open those positions (Mental Health, Employment (Supported) and Business) as written. Rachel Mathison seconded the motion and it passed unanimously.***

Annual updates to the Governance Charter – Sam Scoville and Jesse Jorstad

- Board Composition – Attach. A
- HMIS Policies/Procedures – Attach. F-1
- Sam Scoville spoke about all the Annual updates to the Governance Charter and asked the Board for approval.

****ACTION ITEM: Jim Dean made a motion to approve the Annual Updates to Governance Charter and the HMIS Policy and Procedures as written. Elizabeth Kohl seconded the motion and it passed unanimously.***

WRAP UP

- Candy Banker thanked everyone for coming and mentioned our next meeting will be scheduled following an online poll of Bard Members. Sam Scoville will send out a Doodle Poll for new dates and times for the PEH meetings for 2020.
- Candy Banker thanked Sam Scoville for all his hard work throughout the year and wished everyone a Happy Holiday.

ADJOURNMENT

Meeting adjourned @ 5:00 PM.

*Ana Carratala, Sr. Secretary, Snohomish County Human Services
S. Scoville, Grants and Program Specialist, OCHS (2/20/20)
Approved by PEH 3-3-20*