**MEMORANDUM**

To: King County Regional Homelessness Authority (KCRHA) Governing Committee

From: KCRHA Workgroup staff

Subject: Confirmation of Implementation Board

Meeting Date: July 16, 2020

The [Interlocal Agreement (ILA) establishing the King County Regional Homelessness Authority (KCRHA)](https://regionalhomelesssystem.org/wp-content/uploads/2020/01/a.-interlocal-agreement-for-the-establishment-of-the-king-county-regional-homelessness-authority-between-king-county-and-the-city-of-seattle-pursuant-to-rcw-39.34-2.pdf) provides that operations and management of all Authority affairs shall reside in an Implementation Board.

The Implementation Board of the KCRHA shall be composed of thirteen members. The King County Council, the King County Executive, the Seattle City Council, the Mayor of Seattle, and the Sound Cities Association have appointing authority for two members each. Three members of the Implementation Board shall be Members representing individuals who have Lived Experience.[[1]](#footnote-2) All appointments are subject to confirmation by the Governing Committee. The Governing Board is anticipated to take action on confirming these appointments at its meeting on July 16, 2020. Confirmation of Implementation Board members requires an affirmative vote of a majority of Governing Committee Members present.

The Implementation Board appointees are as follows:

* Seattle Mayor Appointee: Helen Howell (five-year term), Reverend Dr. Casey Anderson (four-year term)
* Seattle City Council Appointees: Paula Carvalho (four-year term), Simha Reddy (three-year term)
* King County Executive Appointees: Gordon McHenry (four-year term), Adrienne Quinn (three-year term)
* King County Council Appointee: John Chelminak (three-year term), [second appointee for a five-year term TBD]
* Sound Cities Association Appointees: Dr. Damien Pattenaude (five-year term), Nate Caminos (four-year term)
* Lived Experience Appointees: Juanita Spotted Elk (five-year term), Harold Odom (four-year term), Sara Rankin (three-year term)

The bios of Implementation Board appointees are attached. Also attached is a spreadsheet noting the background, experience, and characteristics of the appointees.

The ILA provides that composition of the Implementation Board shall reflect the racial and ethnic makeup of King County residents overall to ensure the inclusion of members of racial and ethnic groups disproportionately experiencing homelessness. The ILA provides that Implementation Board shall be comprised of individuals who have connections to or experience with a broad range of stakeholders and communities, including but not limited to: the local business community; neighborhood and community associations; faith/religious groups; and the philanthropic community. A majority of the members of the Implementation Board shall be persons whose combination of identity, personal experience, or professional expertise enables them to credibly represent the perspectives of, and be accountable to, Marginalized Demographic Populations that are statistically disproportionately represented among people experiencing homelessness in King County. The ILA further provides that Implementation Board members “shall strive to reflect a diversity of geographies in King County,” and shall neither include elected officials nor employees of Seattle, the County or the Authority, nor employees, officials, agents or representatives of current Contract Holders or any entity that is likely to directly benefit from the actions of the Authority. At least one of the three Members representing individuals who have Lived Experience must represent stakeholders who have Lived Experience in areas outside the city of Seattle. The appointing authority for the Lived Experience Members shall prioritize appointing individuals with personal Lived Experience.

The ILA also requires that all Implementation Board Members shall possess substantial and demonstrable expertise, experience and/or skill in one or more of the following areas:

* + 1. Implementation of policies and practices that promote racial-ethnic equity within an organization of similar size or responsibility to the Authority;
    2. Fiscal oversight of entities with budgets of similar size to the Authority;
    3. Direction or oversight of business operations and/or strategy of a large public or private entity or organization;
    4. Affordable housing finance and/or development;
    5. Physical and/or behavioral health care;
    6. Labor unions and workforce;
    7. Federal Continuum of Care (CoC) program governance and operations and the ability to represent the perspectives of CoC membership;
    8. Provision of services for persons experiencing homelessness or related social services with an emphasis on serving populations that are disproportionately represented amongst those experiencing homelessness;
    9. Academic research on topics related to homelessness and/or data-based performance evaluation;
    10. Criminal justice;
    11. Provision of child welfare services;
    12. Provision of youth services; and
    13. Other characteristics determined to be necessary by the Implementation Board to carry out the purposes of the Authority.

Per the ILA, individual members shall be appointed so that each of the above areas of skill and expertise specified is represented on the fully seated Implementation Board. The ILA also provides that the appointing authorities shall convene a nominating committee to coordinate and confer on appointments of Implementation Board Members, in order to ensure that each of the above areas of skill and expertise is represented on the fully seated Implementation Board. The nominating committee has met several times to coordinate and confer on appointments of Implementation Board Members.

As of this writing, only eleven members have been appointed by the respective appointing entities. The Mayor of Seattle and the King County Council have only identified one of their two appointees. There are certain critical steps to standing up the KCRHA that cannot be accomplished until the Implementation Board is confirmed. For example, the ILA provides that the Implementation Board shall recommend the Chief Executive Officer to the Governing Committee for confirmation following a recruitment process conducted jointly by the Implementation Board and the Governing Committee. The Governing Committee is therefore considering confirmation of the current, incomplete slate of appointees in order to move forward with these time-sensitive matters.

**Duties of the Implementation Board**

The ILA provides that the Implementation Board shall be responsible for the operations and management of the Authority and shall provide strategic vision, community accountability and robust oversight of the Authority. Other powers and duties include: develop and recommend goals, policies and plans to the Governing Committee; adopt an annual performance report and transmitting such report to the Governing Committee annually; develop and recommend to the Governing Committee policies and processes for competitive procurement of services; develop and recommend an annual budget; cause the Authority to implement the goals, policies, and plans approved by the Governing Committee; ensure that the initial Five-Year Plan shall formalize sub-regional planning processes that are developed in consultation with the Governing Committee, the Advisory Committee, and the SCA; adopt policies and procedures for oversight of major expenditures and other transactions; conduct regular performance evaluation of the Chief Executive Officer; and approve an equity-based decision-making framework.

**Next Steps**

If confirmed at the July 16, 2020 Governing Committee meeting, the ILA requires that the Implementation Board meet for the first time within 60 days. While the ILA provides that the Governing Committee chair shall notice the first meeting of the Implementation Board, this body has not elected a chair. It is therefore recommended that the Governing Committee delegate the authority to notice the meeting to the staff group. Per the approved Governing Committee 2020 workplan, there will also be a joint meeting of the Implementation Board and the Governing Committee on September 17.

1. The ILA provides that the members of the Implementation Board representing individuals who have Lived Experience shall be appointed by the Advisory Committee, or, if the Advisory Committee has not yet been established, the Continuum of Care Board (currently All Home) created pursuant to 24 CFR Part 578 or successor regulation, which shall consider recommendations from the Coalition of Lived Experience or other groups representing individuals with Lived Experience of homelessness. The All Home Board delegated their appointing authority to the Lived Experience Leaders serving on the Governing Committee. [↑](#footnote-ref-2)