**King County Regional Homelessness Authority**   
**Implementation Board Notes, January 13, 2021**

**Roll Call:**

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| --- | --- | --- | --- |
| **Last** | **First** | **Present** | **Absent** |
| Anderson | Carey | X |  |
| Caminos | Nate | X |  |
| Carvallo | Paula | X |  |
| Chelminiak | John | X |  |
| Green | LaMont | X | Designated alternate for Harold Odom |
| McHenry | Gordon | X |  |
| Odom | Harold |  | X (LaMont Green designated alternate) |
| Pattenude | Damien | X |  |
| Quinn | Adrienne |  | X |
| Ramos | Michael | X |  |
| Rankin | Sara | X |  |
| Reddy | Simha | X |  |
| Spotted Elk | Juanita | X |  |

A quorum is present.

**Record of Discussion and Decisions**

**Welcome and Settling In**

* IB members take turns offering their responses to the grounding question.

**Staff Report**

* Jeannie Macnab gives an update on acquiring insurance for the new Authority from the Association of Washington Cities Risk Pool. Steps in the process:
  + 1) City resolution
  + 2) Actuarial Rate Determination
  + 3) RMSA Board Review (Early February)
* Sola Plumacher gives update on Accounting and Fiscal services; Francis & Co. contract should be finalized by the end of January
* Sola describes the phases of work proposed under the Francis & Co. Contract and the timeline

**CEO Hiring Update**

* Christine Boulware of the Hawkins Group (CEO search firm) updates the IB Board on the CEO hiring process
* Christine requests IB Board members feedback on the proposed interview questions. Reminder of Categories of Questions:
  + Experience with Addressing Homelessness (& Centering Lived Experience)
  + Commitment to Equity Race & Social Justice
  + Management Skill and Style, Values
  + Transformative Leadership
* **Paula**: would like to add a question about experience with upstream work and diversion (rather than just crisis management)
* **Simha**: would like to see a question related to the connection between health and housing.
* **Gordon**: Second Paula’s suggestion about diversion; also would like candidates to speak to their experience building coalitions.
* **Sara**: Second Gordon’s comment; also would like candidates to let us know if they have any concerns with the ILA structurally and how they would address them.
* **Michael**: would like a question about the candidate’s approach to navigating power dynamics.
* **John**: Would like a candidate in a certain timeframe to answer how they would measure success.
* **LaMont**: How does the candidate approach the cultivation of a welcoming and empowered work environment for staff?
* **Juanita**: Second LaMont’s comments. Would like candidates to share their personal experiences about how they arrived at where they are today.

*“Meet and greet” with finalist candidates and the Sound Cities Association; with the recognition that no decisions will be made and confidentiality agreements for all involved are in place.*

* **Sara**: asks for more context about the request for the Sound Cities Meet & Greet
* **Michael**: we need to put in writing what power is being given to SCA by the Meet & Greet
* **John**: we need to build trust through sharing information—I approve of a courtesy Meet & Greet without any formal impact on the hiring process
* **Simha**: it seems reasonable to have SCA meet with these candidates; it will be helpful to the candidates
* **Damien**: Agree and feel that an SCA Meet & Greet would be consistent with other hiring process
* **Sara**: Want to caution us about comparing the LEC and SCA Meet & Greet; worried about how the information gathered during the proposed SCA Meet & Greet is used during the decision making process

|  |  |
| --- | --- |
| **NAME** | **Vote** |
| Carey Anderson | Aye |
| Nate Caminos | Aye |
| Paula Carvalho | Aye |
| John Chelminiak | Aye |
| Lamont Green | Aye |
| Gordon McHenry, Jr. | Aye |
| Damien Pattenaude | Aye |
| Adrienne Quinn | Absent |
| Michael Ramos | Aye |
| Sara Rankin | Aye |
| Simha Reddy | Aye |
| Juanita Spotted Elk | Nay |

John Chelminiak motioned, Damian Pattenaude seconded.   
Ayes –10, Nays – 1, Abstentions – 0, Absent – 1.

**Public Comment**

* Bill Kirlin-Hackett: find a way to fast track the creation of a Regional Action Plan

**Board Business**

1. *Increase meeting length from 90 mins to 120 mins*

* **Paula**: Support extending the meeting time and also the possibility of moving more coordination to email instead of doing that work in the meetings.

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| --- | --- |
| **NAME** | **Vote** |
| Carey Anderson | Aye |
| Nate Caminos | Aye |
| Paula Carvalho | Aye |
| John Chelminiak | Abstention |
| Lamont Green | Aye |
| Gordon McHenry, Jr. | Aye |
| Damien Pattenaude | Aye |
| Adrienne Quinn | Absent |
| Michael Ramos | Aye |
| Sara Rankin | Aye |
| Simha Reddy | Aye |
| Juanita Spotted Elk | Aye |

Simha Reddy motioned, Sara Rankin seconded.   
Ayes 10, Nays –0, Abstentions – 1, Absent –1

1. *Board Officers (vice-chair(s), secretary, treasurers) - discussion and possible vote*

* **Nate**: emphasizes the importance of adding a Treasurer position
* **Sara**: can we spell out the specific roles and responsibilities of the Treasurer
* **Michael**: Let’s also name the overall board structure; I.e. executive committee
* **Nate**: Let’s look at a comprehensive proposal for leadership structure and roles at our February meeting

1. *Board sub-committees – discussion and possible vote* 
   1. Ad-hoc committees – bylaws, CEO onboarding, five-year plan

* **LaMont**: would like to find a way to involve the Youth Action Board formally
* **Michael**: Eager for a longer conversation; what was done in the past—what were the previous committees and how did they perform?
* **Gordon**: Committee on creation of the Regional Action Plan (which should come before the creation of the five year plan)
* **Simha**: like the proposed committees (would volunteer for the Regional Action Plan or Five Year Plan)
* **Damien**: We should maintain the flexibility of the ad-hoc committee structure
* **Nate**: Will come back with a formal proposal in the February meeting

**KCRHA Initial Work Plan**

The ILA requires an initial work plan be submitted to the Governing Committee. This plan will identify work of the Authority that will take place between now and when there is an approved Five-Year plan in place. An outline of key elements to include in the plan was presented to board members.

* **LaMont**: Launch of the Ombuds Office—where does that fit into the Work Plan?
* **John**: Satisfied with the draft work plan as an initial 90 day plan
* **Sara**: Could we add the Ombuds Office at the outset?
* **Michael**: Need for an interim communications strategy to be included in the initial Work Plan
* **LaMont**: More to be fleshed out with respect to the onboarding of the CEO (Equity Framework and Theory of Change)
* **Simha**: Is it possible to create a shared drive for IB members?

**Items for Follow-up**

* Add questions for CEO candidates per IB members guidance (captured above).
* Prepare a comprehensive proposal on Board Leadership Structure and Ad-hoc Committees for formal adoption at the February meeting (includes Officers and their responsibilities).
* Incorporate the standup of the Office of the Ombuds and the creation of a Communications Strategy into the Initial Work Plan.
* Creation of an Implementation Board shared repository online for documents and information.

**Next Meeting:**

The next meeting will be interviews on 1/15/21 (closed, executive session) and a special joint Governing Committee meeting on 1/29/21 from 10am-Noon.

Nate Caminos adjourns the meeting at 3:30pm