

King County Regional Homelessness Authority -  
 Continuum of Care  
 Advisory Committee Meeting Notes

Date: January 4, 2023 Time: 2:00 pm - 4:00 pm

**Welcome and Settling In - Role Call**

First Name	Last Name	Present	Absent
Tamara	Bauman	x	
Kelle	Brown	x	
Leeze	Castro	x	
Shanee	Colston	x	
Brianna	Franco		x
Marvin	Futrell	x	
Kristi	Hamilton	x	
Marisol Tapia	Hopper		x
Benjamin	Miksch		x
Norine Hill	Oneida		x
Linda	Peoples		x
Kristina	Sawyckyj		x
Robin	Tatsuda		x
Karen	Taylor	x	
Sherry	Tillman	x	

**Five (5) Members Present - Quorum is not met.**

**Acknowledge: Rev. Dr. Kelle Brown, Shanee Colston, Leeze Castro**

**Land Acknowledgement -Kristi Hamilton**

**Review and Approve December Meeting Notes** December meeting notes moved to February for approval by CoC Board due to quorum not present.

**Public Comment**

Ben Schroeter

**Application for New Members - Marvin Futrell**

Applications for the Systems Performance Subcommittee and the CEA Pac Committee have been reviewed by Marvin & Shanee, edits that were requested have been done and application will be posted after this meeting

Daniel Smith - [daniel@wearelec.org](mailto:daniel@wearelec.org) - (206)-734-1843

Karen Taylor needs a list of AC meetings and CoC meetings.

## **HUD Technical Assistance Update - Susan Starrett, Derek Wentorf, Mia Bryant**

Introductions of HUD associates.

They are here from DC this week visiting with the RHA.

They are looking forward to going to work with the CoC board as well to be sure the RHA & the CoC are all working together in accordance with HUD's boundaries.

HUD here to help with identifying CoC board roles, responsibilities, recruitment process, orientation/bringing in new members, etc.

Figuring out how to support with public meetings and meeting quorum .

Thinking through CoC Board responsibilities, helping with improving processes being done in collaboration with the CoC Board.

Non-Public Meetings

Tamara wants help from HUD working with public officials to stop sweeping people so that the cycle of homelessness can end. Makes it difficult to keep track of unhoused peoples while working to get them housed.

Question in chat from Ben Schroder: " Does HUD conduct Sweeps?" "No" - [Marvin Futrell](#) and HUD reps.

" Does the city receive homeless assistant grant funds? If they do, we should suggest that sweeps may result in Homeless Assistance Grant funds being distributed elsewhere?" - Ben ( get back to Ben w/answer)

## **Coc Calendar Planning for 2023 - Kelsey Beckmeyer**

Currently holding bi-weekly meetings

Recognizing the call to ensure all information is getting out in a timely manner.

The call to be in community and in projects. Looking into NOFO during the renewal process.

Incorporated into the calendar to get projects and checking in with folks who are accessing services who have lived experience of these services.

Being in communication with the CoC Board on a monthly basis and really building relationships with concrete deadlines and times.

See 2023 NOFO Timeline -

### **January:**

We will start talking about the local values and priorities each year. We want to re-evaluate and affirm them or change things. We'll then work on our program evaluation training to make sure that those who are involved in and connect with folks who are accessing programs.

Plan Project Evaluation Training, Send out Community calls for volunteers to participate in CoC Project Evaluations.

Plan intent to Renew - Questions, Process, gather all 2022 March Letters

Send AC Final Draft of Local Values and Priorities to Affirm in February.

**February:**

Introduce CoC Coordinator, review of NOFO Planning, Ask for Vote on Values and Priorities

Publicity Post and Send out CoC Local Values and Priorities

Community Debrief and Phase I Review - Talk about Project Evaluations

Phase I - Intent to Renew Released

Local Intent to Renew

Conduct Project Evaluation Training for community members

Begin Project Evaluations

Tribal Liaison Development and Outreach

Research on CoC Tribes

Tribe Outreach and Engagement

**March:**

Update on Project Evaluations, Introduce Rating Tool and Ideas on improvements

Continue Project Evaluations

Set up Esnaps for CoC Coordinator

Check in on Project Evaluations

CoC Registration

Begin Rating Tool Re-evaluation

Review current rank order and samples

Meet with LEC and AC subcommittee - educate, anchor, evaluate

Draft proposed revisions

Review draft and get LEC and AC subcommittee approval

**April:**

Update on Project Evaluation and Tool Re-evaluation

Continue Project Evaluations

Continue Tool Reevaluation

Bring the full group of evaluators together to review and talk about findings/learnings

Send AC Overview of Findings from Project Evaluation

**May:**

AC reviews findings from Project Evaluation, Update on Rating and Ranking in hopes to vote on in June

Begin thinking about potential new projects; renewals projects that are candidates for reallocation.

Finalize Rating and Ranking materials

Send Rating and Ranking Materials to AC for Vote in June.

**June:**

**AC votes on Rating and Ranking - A call for Raters**

Grant Inventory Worksheet (GIW) submitted to HUD (requires check-in with direct grantees)

CoC Program Phase II - Renewal Application Distributed (Rating criteria must be finalized prior to release)

Local Application Workshop for Phase II Local Renewal Projects

**July:**

**NOFO is released**

AC to review GIW and updates, Discuss Rating and Ranking

Project Ranking and Tiering

CoC Staff review results from HMIS Data

Raters begin reviewing Project Applications

**Rater review Ranking Recommendations for August Vote and NOFO Overview for August Review**

Access Bonus opportunity - develop response strategy.

**AC Board - Briefing & Orientation - Confirm CoC Bonus Strategy**

Mandatory CoC Program Renewal Grantee Workshop to review - CoC policy and prioritization factors;

NOFO Policy Overview: Grantee Responsibilities

Notice of Mandatory Phase III Application Workshop (Official esnaps application; remember direct grantees)

Training Workshop for Direct Grantees Only - Accessing and preparing NOFO Applications in esnaps

Coc program staff begins to prepare the CoC Application "Exhibit 1"

Review all questions and send them to appropriate partners for responses.

**August**

## **AC - Vote on Project and Ranking and Provide Overview on NOFO**

Edit and send out for review "Exhibit 1" response

Applicant meeting to present Final Rank Order, officially notify all grantees in writing of final CoC Priority Listing; Publicly post Project Priority Listing

CoC Program staff begin Project Application in Esnaps

Send AC Full Draft of Consolidated Application

## **September**

### **AC vote on Consolidated Application and Final Rating and Ranking**

Finalize Consolidated Application

Inform all grantees of awards ( Grant number, Project Name and Amount)

### **Publicly Post Approved Consolidated Application and Project Priority List**

**NOFO Due**

## **October**

**Rest and Recuperate**

## **November**

### **AC NOFO Debrief**

Debrief with AC and Subcommittees the 2023 NOFO

Plan strategies and goals for 2024 Timeline

**Send AC Draft of 2024 Timeline**

## **December**

### **AC Meeting - 2024 NOFO Timeline Review**

Prepare for January activities

Addressing Language, this is the Continuum of Care Board. It's not an Advisory Committee Provider; the Advisory Committee has no jurisdiction power over the ratification of a piece of high funding.

### **CoC Coordinator Update**

Interviews are taking place and will continue interviewing throughout December, the goal is to bring the top 2 or 3 candidates before the CoC Board for input. In January plan to invite CoC members to meet with

**SPC UPDATE - Tamara Bauman**

Have two applications for the SPC board. Both from King County  
Want robust, well rounded group of members. Not just gov and not just LE.  
KCRHA, CoC board and other stakeholders can't end homelessness alone. We collectively need to redesign our system with the leadership of people with lived experience at the forefront of our efforts. Attending the first annual wellbeing summit next week. Will be bringing back information and sharing with the CoC Board.

**CoC Retreat in January: January 12th - All day - Transportation, Meals will be provided. If there is anything needed in preparation for the Retreat, let Co-Chairs Marvin & Shanee.**

The PIT count is a HUD requirement - The CoC Board is questioning and requesting information as to how the PIT count was conducted by the KCRHA, there was no advice by/from the Advisory Committee and the CoC/Advisory Committee is waiting for that information.

Motion to form a Workshop to discuss PIT Kristina Sawycky to discuss workshop to learn about more processes, Second by Marvin -

Motion passes with 7 yey's/1 Ney/0 Abstensions.

Meeting Adjourned.