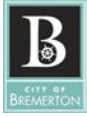


Kitsap Homelessness Coordinating Committee
“Providing innovative leadership toward ending homelessness”

Tuesday, February 14, 2017, 9:00 am

Agenda

1. Welcome & Introductions
2. Sub-committee Reports
 - a. Regulation Sub-committee
 - b. Data Sub-committee
 - Potential graduate student project (Commissioner Garrido, Judge Dalton, Bev Kincaid)
 - c. Funding Sub-committee
3. Brief Reports on other research and initiatives
 - a. 2017 Point in Time Count (Kirsten Jewell)
 - b. Other
4. Our Goals
 - a. [A scattered site Housing First project for 2-10 people](#)
 - Motel Master Leasing for Housing First project
 - Section 8 Vouchers (Policy)
 - Kitsap Connect Landlord Committee (Michelle Fleetwood)
 - b. [Alternative housing modules for 20 people](#)
 - Portables as Housing
 - Boarding Houses/Oxford Houses (Sean Raybell & Monica Bernhard)
 - Tiny Houses → SK Tiny Homes Project
5. Case Management Agency Capacity and Training for Best Practices in Case Management
 - a. Expectations
 - b. Agency Capacity and Training for Best Practices
 - c. Case Management Curriculum through Workforce Board (Doug Washburn & Elizabeth Court)
6. Next Meetings
 - a. March 14, 2017, 9am – 11am, Salvation Army
 - b. April 11, 2017, 9am – 11am, Salvation Army



Kitsap Homelessness Coordinating Committee

“Providing innovative leadership toward ending homelessness”

January 10, 2017

DRAFT Meeting Notes

1. Welcome & Introductions

Commissioner Garrido welcomed the group and meeting attendees introduced themselves. *[See meeting participant list at the end.]*

2. Subcommittee Reports

a. Regulation

The Regulation Sub-committee met for the first time on January 4. Meeting Highlights were distributed.

The Sub-committee’s first priority is to develop permanent housing solutions through zoning ordinances and permitting strategies, including addressing boarding houses and tiny homes. New draft ordinances are being reviewed by County staff over the next month and will be shared with this group after that review.

b. Funding

The Funding Sub-committee will meet this Thursday, January 12, 2pm – 3:30pm at the WSU Training Room, 4th Floor, Norm Dicks Government Center.

c. Data

The Data Sub-committee met for the first time on January 6. Meeting Highlights were distributed.

The Sub-committee determined that the audience for the data (at least initially) is the members of the Homelessness Coordinating Committee. Initial projects will summarize or update existing data to help the Committee focus efforts on areas of most need. These projects will include Mission & Methods of Member Organizations, updated matrix of populations and housing gaps, and a geographic map of poverty/density of need.

➤ *All member organizations should send information about their Mission and Methods to Kirsten Jewell*

Commissioner Garrido has contact several universities that may have opportunities for student researchers to assist with Kitsap data.

Judge Dalton has contacted Kitsap Search & Rescue regarding assisting with locating homeless encampments.

3. Our Goals: To be accomplished by January 2017

- a. **Prioritize ending homelessness as soon as possible for people who are unsheltered and/or chronically homeless:** A scattered site Housing First project for 2-10 people



Short-term

Motel rooms available for Housing First project: Mayor Lent reported that the City is in early discussions with Kitsap Community Resources, Kitsap Mental Health Services, Bremerton Housing Authority and a local motel property owner on a project that would convert 10-44 motel units to Housing First units in Bremerton.

Mid-term

Francis Haddon-Morgan project (to house 29 people): This project was unable to proceed due to higher than anticipated cost estimates. Mayor Lent noted that there is a possibility that this project will be revived with funding through the legislature.

Section 8 Vouchers for Housing First projects: Bremerton Housing Authority is determining how many vouchers they are able to project-base.

And More

Oxford houses: The Suquamish Tribe supports two new Oxford Houses. Oxford Houses provide a very strict and structured environment where residents do chores and are held to high behavior standards. Oxford Houses could provide a model for boarding houses.

➤ *Monica Bernhard will bring a report on Oxford Houses to the next meeting*

Landlord participation & incentives: Washington State Department of Commerce has a new Landlord Mitigation Program that provides \$500 - \$5,000 reimbursements for landlords that have a court judgement against a tenant. The program requires that the unit be located in a jurisdiction that has enacted Source of Income protection for renters using Section 8 vouchers. None of the jurisdictions in Kitsap County currently have laws addressing this. Several elected officials around the table expressed interest in additional information.

➤ *Kirsten will send out a summary of the Landlord Mitigation Program and an example of an ordinance from another jurisdiction that has enacted a Source of Income protection ordinance.*

Workforce development: The Worksource program provides a wide variety of job trainings and resources for people who need assistance with employment. The program has lots of experience working with people who are homeless and the underlying legislation directs Worksource to specifically create opportunities for people who are having the hardest time finding employment because of barriers. Kitsap Community Resources is a Worksource affiliate in Port Orchard.

The Compass Vocational Services program works in various emergency shelters and the treatment courts with an employment program that has a social work/case management focus and targets the “discouraged worker.”



Employment is a critical part of regaining self-sufficiency and will be an on-going agenda topic.

Research & coordination: In addition to contacting universities regarding student research on Kitsap data, Charlotte Garrido and Judge Dalton reported that they are communicating with various state and federal legislators and judges on the issue of homelessness.

- *Commissioner Garrido and Judge Dalton will bring additional information about opportunities for university students to work with Kitsap data on homelessness and affordable housing.*

b. **Increase availability of affordable housing:** Any combination of alternative housing modules for 20 people

Portables as housing: Central Kitsap School District has portables available for free, but they will need to be moved. With modifications, they could be used for a variety of purposes, including common facilities buildings in tiny house villages or some type of affordable housing. In Eastern Washington, portables have been modified into housing for migrant workers.

CTE Showcase of Skills Tiny House Competition: On March 27th, 25 High Schools from around the state are participating in a Tiny House Demonstration project, each building a tiny house in one day in Olympia. The houses will be built using specifications published by the Low Income Housing Institute.

- *Kirsten will send LIHI's Tiny House specs to the Committee*

Kitsap County could possibly get up to 25 of these Tiny Houses if we are able to develop a project around them. The Committee reviewed the South Kitsap Tiny House Pilot Project Matrix and discussed various aspects of the project planning.

Population

The CTE Showcase would prioritize these houses for veterans, so we could set a preference for 50% of the units to house veterans, particularly court involved and disabled veterans. This population would likely require home visiting case management and good transportation connections to Seattle.

Other possible populations to serve:

- Single parents with kids – if the units are large enough
- Single people with high needs
- Couples with high needs

A smaller group of subject matter experts can make a recommendation for the population to be served.



Land

Quickly identifying the appropriate piece of property on which to place the tiny homes is critical. Because of the size and design of these tiny houses, only one utility hook-up would be required for the community building; individual homes would not have utilities.

Possible properties to research:

- Long-term lease near Mile Hill Road
- East Bremerton Lowes parking lot
- Housing Kitsap property next to KMHS

Type of Housing

In general, for tiny house projects the choice must be made between a design that includes cooking and bathing facilities and is therefore eligible for Section 8 Housing Choice Vouchers, but are significantly more expensive due to the need for utility hook-ups, or a less expensive design that does not qualify for on-going federal subsidies. Because the CTE tiny houses will not have utilities and therefore not be eligible for federal funds, another source of operational subsidy will be needed.

Site Feasibility and Constraints

Due to Enterprise Funds laws, projects either have one hook-up for sewer and water or multiple hook-ups – this will govern the structure of the tiny home village.

➤ *The Regulation Sub-committee was assigned to work on these issues*

Concept Plan

A site plan is needed to identify the locations of the tiny houses, parking, community building, etc. on the property.

Services

The type of population served will dictate what kind of case management will be needed. In addition, an organization needs to be identified that will initiate the self-governance model for the residents.

Other Discussion

The Hope Recovery Center in Key Peninsula will be a 100 bed facility based on tiny houses; it is currently working with Pierce County to determine what the permitting requirements will be.

These tasks could be staged, perhaps we don't need to figure them out all at once. The permitting and site prep could be prioritized to be ready for the arrival of these houses in March. Then sequentially work on population, site management, case management, etc. could take place.

- *All Homelessness Coordinating Committee members should look at the SK Tiny House Pilot Project Matrix and contact Kirsten with information about how your organization will participate in this project*



4. Updates from Members

- Kirsten reported on the expanded Point In Time Count activities for this year.
 - *Kirsten will send out the flier for the Point in Time Count activities*
- The Port Gamble S’Klallam Tribal Center is hosting Dr. Donna Beagle providing a Poverty Training on January 19th.
- Mayor Erickson will be announcing a new City of Poulsbo Social Services Committee which will oversee various housing, food, and social services initiatives and relationships for the City.
- The Veterans Advisory Board provides small grants to indigent veterans – they have provided assistance for about 500 veterans. The program is administered through Kitsap Community Resources.
- The Veteran Housing Options Group is a Monday afternoon drop-in meeting for all veterans who need housing assistance: every Monday, 1pm, Kitsap Community Resources.

5. Next Meetings

- a. February 14, 2017, 9am – 11am, Salvation Army
- b. March 14, 2017, 9am – 11am, Salvation Army
- c. April 11, 2017, 9am – 11am, Salvation Army

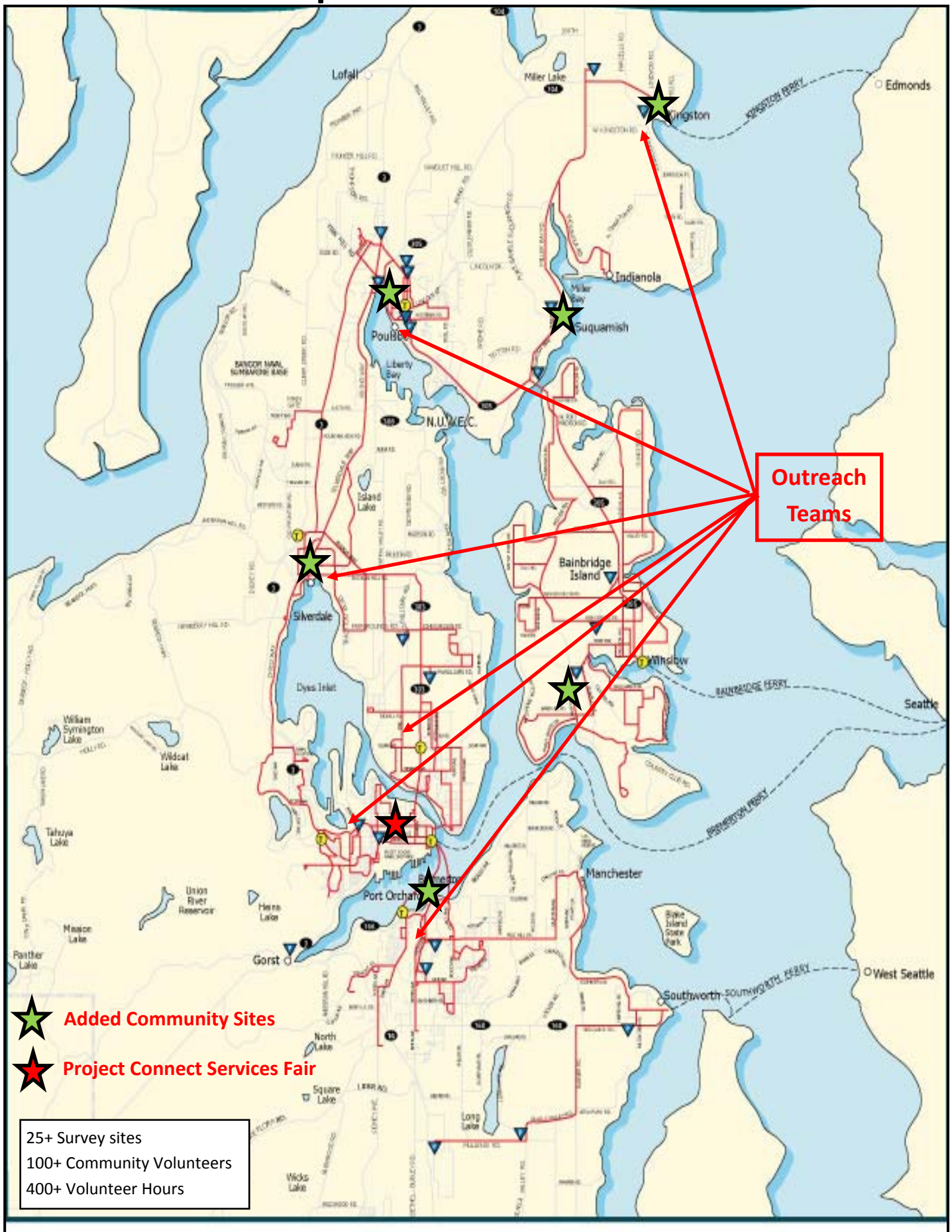
Meeting Participants

Commissioner Charlotte Garrido	Kitsap County Commissioner
Mayor Becky Erickson	City of Poulsbo
Mayor Patty Lent	City of Bremerton
Judge Jeanette Dalton	Kitsap County Superior Court
Monica Bernhard	Kitsap Community Resources
Angie Silva	Kitsap County Commissioner’s Office
Jennifer Kreidler-Moss	Peninsula Community Health
Lisa Nickel	Kitsap County Prosecuting Attorney’s Office
Kody Russell	Kitsap Strong
Dr. Susan Turner	Kitsap Public Health District
Randy Spitzer	Private Citizen
Sarah Van Cleve	Bremerton Housing Authority
Beverly Kincaid	Community member
Gary Trudeau	KC Veterans Advisory Board
Kirsten Jewell	Kitsap County Human Services
Doug Washburn	Kitsap County Human Services
Larry Clemen	KC Veterans Advisory Board



Clive Stewart	KC Veterans Advisory Board
Anthony Diomo	Private Citizen
Sabina Wagner	VA Puget Sound
Joe Roszak	Kitsap Mental Health Services
Jeffrey Rowe	Kitsap County Community Development
Kim Kumpf	Suquamish Tribe
Buddy Bassett	Compass Vocational Program
Meilana Charles	WSU Extension

2017 Kitsap Point in Time Count



Outreach
Teams

★ Added Community Sites

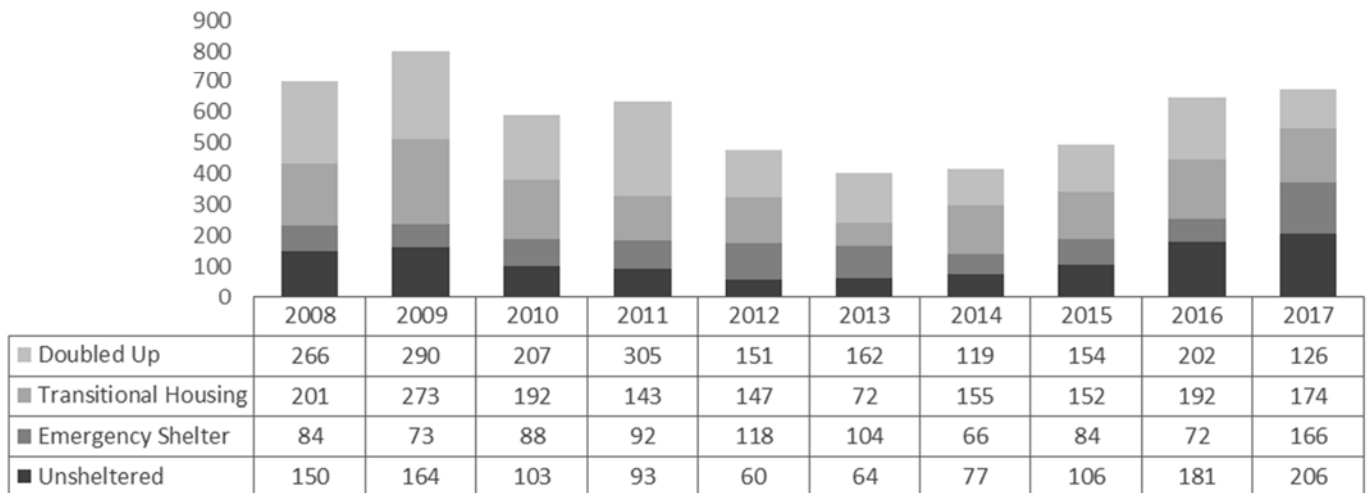
★ Project Connect Services Fair

25+ Survey sites
100+ Community Volunteers
400+ Volunteer Hours

2017 Preliminary Point In Time Survey Tallies — Unduplicated:

- 206 Unsheltered
- 52 Salvation Army Winter Shelter
- 15 Kitsap Rescue Mission Overnight Shelter
- 99 Residential Emergency Shelters (up to 3 month stay)
- 174 Transitional Housing
- 126 Temporarily Living w/Family or Friends
- 38 Not enough info collected to enter OR do not qualify under HUD definition
- 301 Surveyed at Project Connect who are not homeless according to HUD

**Kitsap Point in Time Count of Homeless Persons:
All Individuals, by Year**



HOMELESSNESS COORDINATING COMMITTEE

Data Sub-Committee

January 31, 2017

Meeting Highlights

ATTENDEES

Commissioner Charlotte Garrido, Kitsap County
Judge Jeanette Dalton, Kitsap Superior Court
Pastor Larry Robertson, New Life
Rochelle Doan, Kitsap Mental Health Services
Jennifer Kreidler-Moss, Peninsula Community Health Services
Jackie Fojtik, Housing Solutions Center
Kirsten Jewell, Kitsap County Human Services
Amy Musselwhite, Kitsap County Human Services

DISCUSSION TOPICS

❖ Purpose of Committee

- Develop and present data and information to the Homelessness Coordinating Committee to assist in determining where to devote time and resources with greatest impact. In addition, these materials will help with providing information to the public.

❖ Short-Term Projects: Progress and Next Steps

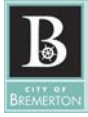
- Mission & Methods of Homeless Coordinating Committee Member organizations
 - Organizations are still contributing information
- Updated Matrix of Homeless Housing Gaps
 - Members reviewed updated version and suggested additional changes
 - Commissioner Garrido has information about a possible WWU intern who could work on refining this project
- Geographic Map of Density of Need/Poverty
 - Members reviewed 2012 Census Data Map on Poverty in Kitsap and Puget Sound Regional Council Opportunity Maps of Affordable Housing and Poverty
 - Identified need for a Silverdale area representative to this Committee

❖ Mid-Term Projects: Next Steps

- Intercepts Model Graphic of Housing/Services – using lens of *cause of homelessness*, listing existing programs and needed programs (similar to Sequential Intercepts Model graphic)
 - Group reviewed the Sequential Intercepts Model for Mental Health and Criminal Justice graphic
 - Next meeting will be a working session on this graphic
- Updated Map of Social Service Locations/Poverty/Transit
 - Group reviewed existing Social Service Locations map and suggested improvements
 - Staff to work with County GIS to overlay Social Service Locations, poverty density, and transit routes
- New: Map of County Unused Buildings and Property
 - Staff to research what is currently available

NEXT STEPS

Sub-committee members will work on Short-term Projects for review at next Sub-committee meeting in late February/early March. Next meeting will focus on development of Intercepts Model for Homelessness.



Kitsap Homelessness Coordinating Committee

Funding Sub-Committee

Tuesday, January 31, 2017

2:30 - 4:00 p.m.

Norm Dicks, 4th Floor WSU Conference Room

Draft - Meeting Notes

1. Welcome and Introductions

Mayor Erickson opened the meeting at (2:32 p.m.) and introductions were conducted around the table.

2. Sub-Committee Charter Reminder

Reminder of focus of the funding committee is on Local option housing levy recommendations (2263), Identifying funding sources for homelessness and affordable housing, Advocacy recommendations at the state and federal level (Document Recording Fees for example).

3. Follow up assignments from the last meeting

- a. Kirsten follow up questions on Local Sales Option Tax 2263
 - i. Has any other county placed this on their ballot? No.
 - ii. What is the allowable use of local option funding? Basically the jurisdiction that has it approved can work within to tailor the use.
- b. League of Women's Voters contacted and provided a briefing packet. The League does not have plans for any community information events around this but will come to the next full Homelessness Committee meeting to listen in.
- c. Information on rules related to lobbying vs. information sharing was sent out to the full group from the Public Disclosure Commission.

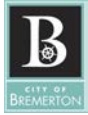
4. Discussion and Information Sharing:

Identifying funding sources for homelessness and affordable housing

Looking at **sales tax vs. property** tax, track records show that citizens are more likely to be favorable to property tax. Downsides of sales tax is that it hits vulnerable populations the hardest. Property tax on the other hand targets people with more wealth. The time limit is 7 years.

Research

- RCW 84.52.105 and 84.55 on emergency funding for homelessness and affordable housing – find out if other jurisdictions are doing this.
- Housing Trust Fund. (Larry E.)
- Housing Finance Corporation funding. \$15 Million statewide but none came to Kitsap - Why. (Mayor E.)
- Community Frameworks – Invite someone from that group (Kurt W. has contacts)
- Social Impact Investing (Kol M.)



- Tax Credits (Kurt and Sarah)

Affordable Housing:

- What is the definition / standards that will be used to define affordable housing / shortage of housing for all income levels.
- Need to develop three data points:
 1. Projection of Affordable Housing Units Needed (And Type)
 2. What type would you build and where
 3. What Matching Dollars and Properties are available (City/County/Non-Profit Owned)
- What target group will be the focus
- Opening up to private investors/ market tax exempt
- Calculations of the money needed to solve the problem
- Individuals currently housed / rent burdened / unsustainable/ circles back to homelessness
- What are the attainable goals
- What is the operational piece, tax bonds, housing trust fund, CDBG, vouchers, private donations, tax credit
- Looking at various sources and layering them
- Are we staging for these projects / having a series of projects in the pipeline that are shovel ready
- Can private developers apply for tax credits on behalf of an agency
- Who are the entities to get these projects in the pipeline
- Acquisition of land carries a risk/ zoning / focus on current county owned land
- What would it take to attract willing partners to Kitsap / who's doing this / barriers vs. regulations
- What is Bremerton currently focused on / building / planning

Discussion of House Bill H-1055.3

- Document recording fees scheduled to sunset next summer.
- Fees would be increased
- Additional funds will be allocated to private landlords with more flexibility
- Strategic plan every 5 years to show how the funds are being spent on homelessness
- Lobby housing trust fund and document recording fee
- Link education efforts with housing trust fund and document recording fee for lobbying efforts

Assignments / Next Steps

Doug- RCW / Levy more information, invite Kurt Weist and Max Benson, Social Impact investing- Kol M., send 3 bills for document recording fee.

Sara - Tax Credits

Mayor Erickson- Follow up on Housing Finance Corporation

Angie- What can we do to attract developers, calculations of what the revenue will be on the tax vs. levy

Kirsten- Seattle's levy package, Housing Levy vs. State of Emergency follow up on the intricacies and who has or is currently doing it.

Meeting Adjourned: 4:03 p.m.

In attendance:

Mayor Erickson, Doug Washburn, Dr. Susan Turner, Sara Van Cleve, Larry Eyer, Rochelle Doan, Angie Silva, Kirsten Jewell, Hannah Shockley