

I. CALL TO ORDER

Chair Nancy Backus called the virtual meeting to order at 1:00 pm.

a. ROLL CALL/ESTABLISHMENT OF QUORUM

Executive Board members present: Chair Nancy Backus, City of Auburn; Vice-Chair Brian Wilson, City of Burien; Joseph Cimaomo, City of Covington; Traci Buxton, City of Des Moines; Brian Davis, City of Federal Way; Dana Ralph, City of Kent; Sunaree Marshall, King County; Mark Hoppen, City of Normandy Park; Mark Santos-Johnson, Alternate City of Renton; Tom McLeod, City of Tukwila; Ryan McIrvine, City of Renton (joined partway through meeting).

Other attendees: Marty Kooistra, HDC; Minnie Dhaliwal, City of Tukwila; Hannah Bahnmitter, City of Renton; McCaella Daffern, King County; Merina Hanson, City of Kent; Trish Abbate, SKHHP; Angela San Filippo, SKHHP; Collen Brandt-Schluter, City of Burien; Deanna Gregory, Pacifica Law Group; Eric Lane, City of Des Moines; Dafne Hernandez, City of Covington; Sarah Bridgeford, City of Federal Way; JC Harris, City of Des Moines; Nicole Nordholm, City of Des Moines

II. REVIEW AGENDA/AGENDA MODIFICATIONS

Nancy Backus explained agenda is structured slightly differently to make space for Deanna Gregory from Pacifica Law Group.

III. APPROVAL OF NOVEMBER 20, 2020 MINUTES

Dana Ralph made a motion to approve the November 20, 2020 minutes as presented. Joseph Cimaomo seconded the motion. Motion passed unanimously (10-0).

IV. EDUCATIONAL ITEM

a. Pacific Law Group – 501(c)(3) Informational Overview

Angela San Filippo provided background on Deanna Gregory. The idea of creating a 501(c)(3) was initially introduced in July 2019 with the signing of the Interlocal Agreement, but put on hold to allow SKHHP to build up staff and programming. In 2020 SKHHP was approached by Microsoft with a grant opportunity, in part to pursue the 501(c)(3) status to enable SKHHP to access future corporate and philanthropic endeavors where the 501(c)(3) will be required or work to expedite the processes. In the meantime, HDC is managing the Microsoft funds for SKHHP. Pacifica Law Group is working to create a 501(c)(3) arm for SKHHP.

Deanna Gregory introduced herself and Pacifica's work on the SKHHP Interlocal Agreement. Gregory shared how common it is for 501(c)(3) arms to be formed with government entities to allow them to utilize private donations. For SKHHP specifically, it will be a complimentary fundraising arm. SKHHP will not be incorporated as a 501(c)(3) but instead, a separate legal entity will be created with bylaws, articles, conflict of interest policy, and Employer Identification Number (EIN). The corporate existence begins on the date the articles are submitted to the WA Secretary of State. Approval processes are taking longer than usual because of COVID, but an EIN will be created for use before the application is approved. The main benefit of creating the 501(c)(3) is to facilitate fundraising. Many grants can only be received by 501(c)(3)s. The drawback is additional administrative burden.

Backus asked if the 501(c)(3) would create additional benefit for the HB1590 funds. Gregory explained that the 501(c)(3) could leverage the 1590 and 1406 with private funds. Tom McCleod expressed opinion in favor stating the benefits far outweigh the administrative burden and expressed further interest in potentially hiring a dedicated grant writer to take advantage of future opportunities. Brian Davis expressed excitement to see this project take off and looks forward to future opportunities. Sunaree Marshall asked for examples of what governance structures and implementation look like. Gregory explained that these details need to be worked out in terms of oversight due to SKHHP not being its own entity but instead a joint board, so there will need to be adequate separation, and the law firm will help discern. Ralph spoke in support and Brian Wilson echoed Ralph's and Davis' comments in support stating SKHHP has come a long way and there seems to be incredible opportunity to fulfill the mission of SKHHP. McLeod asked for next steps and a timeline. Gregory they will hit the ground running once they get the go ahead from SKHHP and clarified that a vote by each jurisdiction is not required as SKHHP is already a joint board. Marshall asked where the voices of community fit in the 501(c)(3) governance and consideration as we pursue corporate funds how we are a value add and not competing with folks for the same funding.

V. ELECTION OF CHAIR AND VICE-CHAIR POSITIONS

Backus explained that the Interlocal Agreement (ILA) stipulates annual Chair and Vice-Chair elections. The ILA does not define term limits. New positions will begin in February 2021.

San Filippo began with election of Chair and explained that she had conversations with multiple members and Backus, who is willing and able to continue serving as Chair. Mark Hoppen nominated Backus to continue as Chair and Traci Buxton seconded the nomination. Backus expressed thanks and suggested she step down after this year to provide opportunities to others. Wilson supported motion for Backus to serve as chair. No other nominations were offered. Backus asked for a vote which passed unanimously (10-0).

San Filippo introduced current Vice-Chair Brian Wilson to share thoughts as others expressed interest in the Vice-Chair position. Wilson shared the importance of showcasing our collaboration and is deferring to others who are interested in the Vice-Chair position and expressed thanks for all SKHHP accomplished this year and offered support to the new Vice-Chair.

Dana Ralph expressed interest in serving as Vice-Chair and shared excitement over how much SKHHP has accomplished and her interest in keeping up the momentum. Brian Davis nominated Ralph as Vice-Chair, Mark Santos-Johnson seconded. Vote passed unanimously (10-0).

VI. OLD BUSINESS

a. Draft SHB 1406 Interlocal Agreement

San Filippo introduced the Interlocal Agreement as reviewed by our partners, legal review by 8/9 cities and the staff work group, making it fully vetted for board consideration today. Reminder that there is no minimum funding threshold set, the SKHHP executive board will be the recommending board regardless of who participates with this agreement and any projects funded through this would be eligible if they are within the SKHHP sphere of influence. Discussion on the difference between pooled SHB 1406 and HB 1590 funds and SKHHP operating budget.

San Filippo inquired about whether or not an agreement duration for the ILA should be established or if it should simply remain in effect until it is terminated. Buxton in favor of it remaining in effect until it's terminated. San Filippo clarified that the wording will change to "This Interlocal Agreement will be effective until it is otherwise terminated in accordance with the terms and conditions of the agreement."

San Filippo asked for confirmation that the parties listed on the ILA are ready to enter into the agreement to pool SHB 1406 funds at this time (Auburn, Burién, Des Moines, Federal Way, Normandy Park, Tukwila, Kent), Cities can opt in via a companion agreement in the future. Backus stated Auburn is ready, Buxton, Wilson, Ralph, Davis, and Hoppen agreed. Cimaomo explained that 1406 will be used for rental assistance and HB 1590 funds will go to SKHHP. Santos-Johnson bringing companion agreement forward in Renton for consideration. McLeod said he needs another conversation with Tukwila council and will do so next week. Marshall shared interest in time next month to discuss King County's rental assistance funding for 2020/21 to potentially help jurisdictions make decisions around allocations.

Santos-Johnson introduced Ryan McIrvine, Renton City Councilmember who is the new Renton representative. Santos-Johnson will continue to serve as Renton's alternate.

b. SKHHP Advisory Board

San Filippo provided background on the broad overview of the Advisory Board (AB) in the SKHHP ILA. The Executive Board (EB) signed on to an outreach plan that was created by the EB and staff workgroup with jurisdictions strategically providing names of individuals and organizations in the community who could be instrumental in providing feedback to guide the development of AB structure and processes.

Trish Abbate provided an overview of feedback received during the outreach process (Attachment C) and facilitated discussion after emphasizing that the AB proposal will be based off the outreach process, staff workgroup, and EB feedback. Discussion question on when EB members have felt impactful, supported, valued in their experience in an advisory board capacity. Buxton shared she was just in a meeting talking about tokenizing and stated that just doing this to check a box is the most disrespectful thing we can do. She also shared that the Human Services advisory board in Des Moines is not just tasked with advice but the whole project – dispensing, deciding and providing accountability for how to distribute funding and sees the value of an AB when members have an actual tangible project. Ralph shared that the Flood Control AB's role is to review the budget and make recommendation to committee and how if a really specific role is not provided, it is box checking and tokenization. She also suggested clearly identifying the purpose of the AB because if it's not project based and clearly defined where the AB fits into the process, how does the governance board give power to make decisions, which can become problematic and bogged down in process. Marshall shared she is struggling with similar things with the Affordable Housing Committee and encouraged creative thinking around role defining.

Abbate asked for feedback on how to build trust in relationships between the AB, EB, and SKHHP staff. Buxton asked if it is specifically connected to the 1406 pooling and future funding decisions. San Filippo explained resource allocation recommendations is one of the envisioned ways the AB will provide feedback. Marty Kooistra commented that he spent 7 years as a volunteer serving on the advisory council of the federal home loan bank of Des Moines, which had no influence over scoring or disposition of funding but huge influence over funding priorities and scoring priorities. Marshall explained that King County has used advisory boards in the past by stating final decisions are handled by X body but created a framework for making funding decisions based on recommendations by those most impacted. San Filippo encouraged folks to reach out to SKHHP staff directly with any additional feedback and shared that next steps include sharing a framework with the EB next month.

VII. New Business

a. Federal Legislative Priorities

San Filippo presented the federal legislative priorities written as a resolution in Attachment B but acknowledged councils may need additional review, in that case a vote could occur in February. Marshall commented under preserve and increase HUD resources for federal affordable housing programs change rental based rental assistance to tenant-based rental assistance. Discussion on readiness to proceed, consensus to bring to individual Councils before next meeting, as necessary and vote will occur in February.

VIII. UPDATES/ANNOUNCEMENTS

Backus proposed moving May meeting from Friday before Memorial Day to Friday, May 21 to prevent potential conflict. Ralph motioned to move the May 2021 meeting to May 21, Cimaomo seconded, motion passed unanimously (10-0).

San Filippo summarized housing benefit district legislation proposed by Sound Communities that would be a tool to fund land acquisition or affordable housing near transit stops by creating additional tax jurisdiction. Moving through legislation, if interested in learning more or participating in the process let San Filippo know.

Abbate shared the updated SKHHP website is live. Requested bios from Cimaomo and McLeod.

IX. NEXT MEETING – February 26, 2021

X. ADJOURN

Backus adjourned the meeting at 2:59 pm.