

**SKHHP Executive Board  
November 18, 2022, 1:00 – 3:00 PM  
Virtual – Zoom Meeting**

**Video conference:**

<https://zoom.us/j/99857398028?pwd=eXFiMmJpQm1abDZmMmRQbHNOYS8ydz09>

**OR by phone:** 253-215-8782

**Meeting ID:** 998 5739 8028 | **Password:** 085570

**Or in person public attendance at:**

City of Auburn Annex  
Annex Conference Room 2  
1 East Main Street  
Auburn, WA 98001

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<b>I.</b>	<b>CALL TO ORDER</b>		1:00
	ROLL CALL		
	INTRODUCTIONS OF ADVISORY BOARD MEMBERS AND OTHER ATTENDEES		

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<b>II.</b>	<b>REVIEW AGENDA/AGENDA MODIFICATIONS</b>		
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<b>III.</b>	<b>APPROVAL OF OCTOBER 21, 2022 MINUTES</b>	Page 4	
	(ATTACHMENT A)		
	<b>Motion</b> is to approve the October 21, 2022 SKHHP Executive Board meeting minutes		

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<b>IV.</b>	<b>OLD BUSINESS</b>		
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	<b>a. 2023 FEDERAL LEGISLATIVE PRIORITIES</b>	Page 7	1:15 – 1:30
	(ATTACHMENT B)		
	<u>Purpose:</u> Executive Board adoption of 2023 Federal Legislative Priorities.		
	Background: Draft 2023 Federal Legislative Priorities were reviewed with the Executive Board at the October meeting. The draft priorities were circulated for review and discussion with staff and their Councils in preparation for adoption at the November Executive Board meeting.		
	<u>Staff presentation:</u> Angela San Filippo		
	<b>Motion is to approve Resolution 2022-06 adopting SKHHP 2023 Federal Legislative priorities</b>		

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	<b>b. UPDATE ON SKHHP HOUSING CAPITAL FUND APPLICATIONS</b>		1:30 – 1:40
	<u>Purpose:</u> Provide a status update on Advisory Board review and evaluation of applications.		

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Background: The application for the 2022 funding round for the SKHHP Housing Capital Fund opened in July with applications due on September 15. The Advisory Board began discussion at their October and November meetings and will bring forward a recommendation to the Executive Board at the December 16 Executive Board meeting.

Staff presentation: Angela San Filippo

**No action is proposed, for informational purposes only**

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**c. UPDATE ON EXECUTIVE MANAGER HIRING PROCESS**

1:40 – 1:50

Purpose: Provide an update on outreach and recruitment process.

Background: With Executive Board approval of the Executive Manager position description, classification, and recruitment and hiring process, the Executive Manager position opened on October 28 with a first review date of November 14. Staff will provide an update on the process and next steps.

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**V. NEW BUSINESS**

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**a. Q3 PROGRESS AND BUDGET REPORT**

Page 10

1:50 – 2:00

(ATTACHMENT C)

Purpose: Consistent with the interlocal agreement, staff will present the third quarter budget and progress report for Executive Board review.

Background: Staff provides quarterly budget and progress reports consistent with the SKHHP Interlocal Agreement. The quarterly progress reports are meant to serve as an accountability and progress update as well as a tool for Board members to update their member Councils and other interested parties. Staff presentation followed by Board discussion provides opportunity for feedback prior to finalization and distribution to SKHHP partners.

Staff presentation: Angela San Filippo

**For review, discussion, and Board feedback only, no action is proposed.**

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**VI. EDUCATIONAL ITEM**

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**a. HOUSING FIRST**

Page 12

2:00 – 2:50

(ATTACHMENT D)

Purpose: Presentation and panel discussion to better understand the housing first philosophy.

Background: Through educational items with Gregg Colburn, author of Homelessness is a Housing Problem and SKHHP Executive Board members have heard recent data and research on the connection to housing and homelessness.

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Compass Housing Alliance and Navos staff will share their expertise and decades of experience providing housing using the housing first philosophy, with examples of housing and services provided in South King County.

Two informational handouts included as Attachment D.

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<b>VII.</b>	<b>UPDATES/ANNOUNCEMENTS</b>	<b>2:50</b>
<b>VIII.</b>	<b>ADJOURN</b>	<b>3:00</b>

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## **I. CALL TO ORDER**

Vice-Chair Dan Ralph called the virtual meeting to order at 1:00 PM.

Welcome to SKHHP Advisory Board member and liaison, Menka Soni.

### **a. ROLL CALL/ESTABLISHMENT OF QUORUM**

**Executive Board members present:** Nancy Backus, City of Auburn; Colleen Brandt-Schluter, 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; Sean P. Kelly, City of Maple Valley; Eric Zimmerman, City of Normandy Park; Ryan McIrvine, City of Renton; Sunaree Marshall, King County.

**Other attendees:** Angela San Filippo, SKHHP; Menka Soni, SKHHP Advisory Board member; Merina Hanson, City of Kent; Dafne Hernandez, City of Covington; JC Harris, City of Des Moines Councilmember; Matt Torpey, City of Maple Valley; McCaela Daffern, King County; Nicole Nordholm, City of Des Moines; Laurel Humphrey, City of Tukwila; Sarah Bridgeford, City of Federal Way; Bambi Chavez, HDC; Jason Gauthier, SSHAP; Marty Kooistra, Civic Commons; Chad Vaculin, HDC; Andrew Calkins, King County Housing Authority.

Nancy Backus, joined at 1:10 pm and took over as Chair of the meeting.

## **II. REVIEW AGENDA/AGENDA MODIFICATIONS**

Proposed agenda modification to include funding for affordable homeownership letter to King County as item A under New Business.

## **III. APPROVAL OF SEPTEMBER 16, 2022 MINUTES**

Joseph Cimaomo moved to approve the September 16, 2022 minutes as presented; Sean P. Kelly seconded the motion. Motion passed unanimously (10-0).

## **IV. OLD BUSINESS**

### **a. 2023 STATE LEGISLATIVE PRIORITIES**

Before the Executive Board are draft 2023 state legislative priorities.

Staff provided an overview of each priority at the September Executive Board meeting followed by discussion and question and answer with the Board.

After the discussion, Executive Board members were asked to select the top priorities they thought would have the potential to have the biggest impact on SKHHP's mission and that their jurisdiction would support.

The top priorities were sent out as a follow-up for Executive Board members to share with their staff and Councils with the intention to vote on the draft legislative priorities at this meeting.

Are there any questions, concerns, feedback Board members want to share before making a motion?

Traci Buxton introduced discussion of both items under the heading of housing stability and concerns that these items offer more support for tenants, it would be nice to make sure we are supportive of both tenants and landlords as part of the full housing system. Discussion around the differences between small landlords and larger companies.

Discussion around how each of the housing stability priorities support both tenants and landlords. Sunaree Marshall referenced a recent King County study showing that one of the barriers to informing landlords about policies, programs, etc. is the lack of a database. Landlords are at lower risk of running afoul of any changes if they have adequate education and information. Suggestion to add “for the benefit of both landlords and tenants” to the support for property registration program.

Eric Zimmerman shared reluctance to come between tenants and landlords, supportive of the registration program on the agenda but have concerns around the support for legal aid and would like to see rounder representation of landlords and tenants.

Discussion on the benefits to both landlords and tenants and existing organizations available to support landlords. Small mom and pop landlords is not going to appreciate the right to counsel. Tenant right to counsel program leads to solving issues earlier in the system and thus costing landlords less overall. New York City and Philadelphia have published research on the estimated cost savings to their cities because of right to counsel programs.

Kelly made a motion to approve the agenda as amended, Colleen Brandt-Schluter seconded. Motion passed unanimously (10-0).

#### **b. Update on SKHHP housing capital fund applications**

Angela San Filippo provided an overview of the three applications submitted to the 2022 SKHHP Housing Capital Fund as well as outlined the process through the end of the year.

Discussion included question on for Burien on their support/priority of the three projects since all three are proposed to be located in Burien. General comments on homeownership opportunities, tough decisions ahead, but happy to be at this point in the process.

Cimaomo requested that staff reach out to Covington, while they have not contributed 1406 funds they do have funds available that could be helpful.

### **V. NEW BUSINESS**

#### **a. Funding for affordable homeownership**

Funding for affordable homeownership letter to King County for consideration as they develop their 2023-2024 budget was sent out to Executive Board members previously and again yesterday.

In response to the advocacy request by housing partners across the region, Several South King County jurisdictions have submitted similar letters to King County, these include: Auburn, Des Moines, and Renton.

Housing partners that have signed onto the letter include:

- Civic Commons – Black Home Initiative
- Habitat for Humanity Seattle-King and Kittitas Counties
- Homesight
- Homestead Community Land Trust
- Housing Development Consortium
- Representative Jesse Johnson
- Skyway Coalition

Today's meeting is an opportunity for deliberation and discussion by the Executive Board to consider issuing a similar letter advocating for funding for affordable homeownership in South King County in the King County budget.

Discussion included comments on need for advocacy for affordable homeownership, and support for affordable homeownership models that include opportunity for homeowners to build equity. Marshall indicated the need to include language in the letter that King County representative abstained from the vote and advocacy to King County.

Traci Buxton made a motion to approve issuance of a letter to King County advocating for funding affordable homeownership in South King County in the 2023-2023 King County budget, Ralph seconded. Nine in favor, one abstention (Marshall abstained) (9-0-1).

#### **b. 2023 Federal Legislative Priorities**

Andrew Calkins, Director of Policy and Intergovernmental Affairs at King County Housing Authority provided an overview of KCHA and the work they do across the region.

Calkins went on to review the role the federal government plays in funding for affordable housing and the importance to align federal advocacy priorities across the region and across organizations. Calkins reviewed the draft 2023 federal legislative priorities.

Comments included appreciation for the phrase around maintaining local land use authority and appreciate the supportive services presented alongside affordable housing.

San Filippo will send a follow-up email with the draft 2023 Federal Legislative Priorities for review and consideration by member councils and staff with the intention to bring the draft priorities to a vote at the November meeting.

Marshall left at 2:30 pm.

**c. Executive Manager Hiring Process**

Auburn will be posting the job position, both Ralph and Backus have reviewed the position description and process as well as the job description. General support for the overall hiring process as well as the position description.

Backus presented information on the existing classification of the position as well as research into comparable positions across the region. In order to be competitive in today's job market and to better reflect the amount of responsibility and the skillset required SKHHP leadership and the staff work group propose an increase in the classification from an N-09 to an N-10 within the City of Auburn system.

Brian Davis made a motion to approve the increase in classification from N-9 to N-10, Ralph seconded. All in favor (8-0).

Request for Executive Board volunteers to participate in interviews, volunteers included: Brian, Traci, Dana, Nancy and Joseph as an alternate.

**VI. UPDATES/ANNOUNCEMENTS**

Chad Vaculin from Housing Development Consortium shared information on the affordable housing symposium to be held January 31, 2023 to be held in Bellevue.

**VII. ADJOURN**

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH KING COUNTY  
HOUSING AND HOMELESSNESS PARTNERS, ADOPTING 2023 FEDERAL  
POLICY PRIORITIES

**WHEREAS**, the South King Housing and Homelessness Partners (SKHHP) Executive Board has agreed to advocate for certain federal policy issues for 2023; and

**WHEREAS**, the actions of federal legislation can have a profound effect on local, regional, and state issues, services, and funding which can impact SKHHP's ability to pursue its mission and goals, and each participating jurisdiction's ability to provide local services to its residents; and

**WHEREAS**, the SKHHP Executive Board recognizes these priorities are not all encompassing, in that certain additional items may arise during the year that require support or opposition; and

**WHEREAS**, the SKHHP Executive Board believes it is appropriate to communicate its position regarding issues affecting housing and homelessness issues that may come before the United States Legislators; and

**WHEREAS**, the SKHHP Executive Board agreed to these priorities at the SKHHP Executive Board meeting on November 18, 2022.

NOW, THEREFORE, THE EXECUTIVE BOARD RESOLVES as follows:

**Section 1.** The SKHHP Executive Board adopts the SKHHP 2023 Federal Policy Priorities as shown in Attachment A.

**Section 2.** SKHHP staff shall distribute these legislative priorities to appropriate Federal representatives and to other government entities and organizations.

**Section 3.** SKHHP staff shall work with other organizations and agencies with shared policy priorities and advocate, testify, and/or otherwise promote legislative support for the SKHHP priorities.

**Section 4.** This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**SOUTH KING HOUSING AND HOMELESSNESS PARTNERS**

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NANCY BACKUS, CHAIR



## **Attachment A – Draft Proposed Federal Legislative Priorities**

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### **Support Fair Housing Access and Choice**

Provide fair housing assistance and funding for implementation of the Fair Housing Act by strengthening and expanding local fair housing oversight and administration capacity to ensure housing and community development investments are administered equitably.

Provide incentives for state and local zoning and land use reforms to eliminate restrictive zoning and land uses to advance fair housing and support the creation of diverse housing options while retaining local land use authority.

### **Expand the Low-Income Housing Tax Credit Program (LIHTC)**

The LIHTC program is the single largest driver of affordable housing production and preservation in the region. Congress should pass the Affordable Housing Credit Improvement Act (AHCIA) to expand the program, and ensure inclusion of a provision to lower the 50% bond test to 25% in order to receive 4% tax credits. Doing so would allow the region greater opportunities to preserve existing housing and finance new long-term affordable housing.

### **Fully Fund and Expand Federal Housing Assistance Programs**

Federally subsidized housing programs are the backbone of much of the affordable housing in this region. Core programs include the Housing Choice Voucher, Public Housing, and other Project-Based Rental Assistance programs. The HUD budget also includes funding for core community development (including CDBG and HOME) and homelessness response programs (McKinney Vento Homeless Response Grants) that give localities the resources to respond to local needs.

Congress must fully fund existing subsidy programs to keep existing participants housed in safe, affordable, and quality homes. SKHHP supports expanding these proven, core programs, by adding incremental Housing Choice Vouchers, and increasing funding for the HOME, CDBG, and Homeless Assistance Grants programs.

SKHHP also supports the creation of new funds that give states and localities additional capital dollars to direct to affordable housing projects.

### **Supportive Services**

Housing on its own is not always sufficient for long-term success and support services are often necessary to obtain and maintain housing. SKHHP supports policies and programs that link housing investments with robust supportive services and the health, education, and workforce development sectors.

**Provide direct funding to the South King Housing and Homelessness Partners (SKHHP) Housing Capital Fund** in order to provide much needed investment for preservation and production of affordable housing in South King County.



# SOUTH KING HOUSING AND HOMELESSNESS PARTNERS

**2022 Third Quarter Progress Report.** The following is a SKHHP progress report for the third quarter of 2022. This quarter adoption of the 2023 work plan and budget, recruitment and outreach for the SKHHP Program Coordinator position, and release of the first round of funding for SKHHP's Housing Capital Fund.



## GOVERNANCE AND ADMINISTRATION

- Adoption of 2023 SKHHP Work Plan and Budget
- Progress update and work plan and budget review with member Councils
- Outreach and recruitment for SKHHP Program Coordinator



## POLICY AND PLANNING

- Release notice of funding & hold pre-application meetings for SKHHP Housing Capital Fund
- Project management for South King County affordable housing inventory
- Executive Board working group develops draft 2023 State Legislative Priorities

## OUTREACH AND EDUCATION



### *Represent SKHHP at local and regional meetings and forums*

- Housing Interjurisdictional Team (HIJT) for Affordable Housing Committee (AHC)
- King County public funders group
- Puget Sound Regional Council (PSRC) Regional TOD Committee
- SKC Homelessness Advisory Committee (HAC)
- SKC Human Service Planners group
- Sound Cities Association (SCA) Caucus to the AHC

### *SKHHP Executive Board educational topics*

- Affordable Housing Finance 101, Beacon Development Group
- A Regional Coalition for Housing (ARCH) – Housing Trust Fund
- King County Regional Homelessness Authority (KCRHA) – regional planning and data collection

### *Strengthen regional stakeholders' understanding of housing needs in SKC*

- Presentation on SKHHP Housing Capital Fund at HDC Policy Summit
- Work group to advocate for affordable homeownership in King County

**WHO WE ARE.** Partnership formed by an interlocal agreement between 10 jurisdictions in South King County supporting collaboration and sharing of resources to effectively address housing and homelessness in the region.

**MISSION.** Create a coordinated, comprehensive, and equitable approach to increasing housing stability, reducing homelessness, and producing and preserving affordable housing in South King County.

**CONTACT.** Website: [skhhp.org](http://skhhp.org) | Phone: (253) 329-7394 | Email: [info@skhhp.org](mailto:info@skhhp.org)

**South King Housing and Homelessness Partners  
Fund Status As of September 2022**

	OPERATING BUDGET	HOUSING CAPITAL FUND	DEPARTMENT OF COMMERCE GRANT
Auburn	29,900	305,338	20,000
Burien	17,250	146,350	20,000
Covington	8,625	-	
Des Moines	8,625	51,777	
Federal Way	29,900	243,141	
Kent	39,100	330,312	20,000
Maple Valley	7,190	-	
Normandy Park	4,600	2,863	
Renton	39,100	337,320	20,000
Tukwila	8,625	30,976	20,000
Unincorporated KC	39,100	-	-
King County additional contribution	35,900	-	-
Contributions/Donations		-	-
<b>INTEREST EARNINGS</b>	800	-	-
<b>Total</b>	<b>267,915</b>	<b>1,448,077</b>	<b>100,000</b>

**EXPENDITURES**

SKHHP Cost Reimbursement	144,724
Administration Fee	14,350
<b>Total</b>	<b>159,074</b>
Beginning Fund Balance – January 1, 2022	259,141
Estimated Ending Fund Balance – December 31, 2022	186,588
Estimated net change in fund balance – December 31, 2022	(72,553)

**SKHHP Cost Reimbursement Detail**

<b>EXPENDITURES</b>	
Wages	95,519
Benefits	30,669
Supplies	-
Professional Services	1,469
Interfund Allocations	17,067
Administrative fee	14,350
<b>Total</b>	<b>159,074</b>



United States Interagency  
Council on Homelessness

### What is the *Housing First* Philosophy?

The key distinguishing feature of the *Housing First* approach is a commitment to offer permanent housing first to hard-to-serve homeless persons, rather than requiring a period of stabilization, sobriety, or commitment to treatment to demonstrate housing readiness.

### HUD Core Components of Housing First for PSH

- ❖ *Few to no programmatic prerequisites to permanent housing entry* – People experiencing homelessness are offered permanent housing with no programmatic preconditions such as demonstration of sobriety, completion of alcohol or drug treatment, or agreeing to comply with a treatment regimen upon entry into the program.
- ❖ *Low barrier admission policies* – Permanent supportive housing’s admissions policies are designed to “screen-in” rather than screen-out applicants with the greatest barriers to housing, such as having no or very low income, poor rental history and past evictions, or criminal histories.
- ❖ *Rapid and streamlined entry into housing* – Housing First permanent supportive housing models make efforts to help people experiencing homelessness move into permanent housing as quickly as possible, streamlining application and approval processes, and reducing wait times.
- ❖ *Supportive services are voluntary but can and should be used to persistently engage tenants to ensure housing stability* - Supportive services are proactively offered to help tenants achieve and maintain housing stability, but tenants are not required to participate in services as a condition of tenancy.
- ❖ *Tenants have full rights, responsibilities, and legal protections* – Permanent housing is defined as housing where tenants have leases that confer the full rights, responsibilities, and legal protections under Federal, state, and local housing laws. Tenants are educated about their lease terms, given access to legal assistance, and encouraged to exercise their full legal rights and responsibilities. Landlords and providers in Housing First models abide by their legally defined roles and obligations.
- ❖ *Practices and policies to prevent lease violations and evictions* – Housing First supportive housing programs should incorporate practices and policies that prevent lease violations and evictions among tenants.

*Information collected from United States Interagency Council on Homelessness*



## COMPASS HOUSING ALLIANCE PERMANENT SUPPORTIVE HOUSING, HARM REDUCTION AND HOUSING FIRST PHILOSOPHY

Compass Housing Alliance uses the United States Interagency Council on Homelessness and the best practices identified by SAMHSA as a guide in our approach of housing first and harm reduction.

Compass Housing Alliance provides permanent supportive housing implementing a housing first approach. CHA believes when barriers to accessing housing are removed, one has the foundation to begin the journey of pursuing supportive services. We provide quality, safe and affordable housing to the many individuals and families who have been experiencing chronic homelessness or extreme poverty. In alignment with the permanent supportive housing model, we provide on-site services such as case management. Our case managers build rapport and trust, working with our residents and collaborate with community service providers to help meet the needs of our residents and guests.

Housing First is the removal of barriers to obtain housing vs assessing ones "readiness" for housing. One who has experienced homelessness for extended periods of time or multiple experiences often is living with illnesses such as traumatic brain injuries, mental health illnesses, addictions or substance use to name a few. CHA is working to house them and meet them where they are at, then walk along side them with love and compassion as they pursue goals and quality of life.

Residents, property management and program staff work together to promote housing stability and long term retention in housing.

### Core Values of Housing First

1. Safe and stable housing is a human right.
2. Providing housing removes the trauma of homelessness then opens the door to healing life's wounds with supportive services.
3. Provide ongoing enriched services to all residents.
4. House the most vulnerable.

5. Continued tenancy is not dependent on participation in services, however consistent engagement and connection is offered and encouraged throughout residency.
6. Adopt a harm reduction approach to addictions rather than mandating abstinence. Services for those in recovery are offered as well as helping people identify safe use practices. Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.
7. Residents have leases and tenant protections under the law. Substance use in and of itself, without other lease violations, is not considered a reason for eviction.

Do's in harm reduction

8. Meet people where they are at.
9. Hold people accountable in a supportive therapeutic ~~Behaviors~~ are the responsibility of the resident (Trauma Informed Care)
10. Support residents with lease compliance
11. Offer supportive services to live healthier life style (driven by resident)

Don'ts

1. Evict for substance use (not the same as discipline based on behaviors)
2. Deny housing based on substance use, poor credit, previous housing barriers such as evictions
3. Enable dangerous behaviors or behaviors that negatively impact the community
4. Make housing conditional on participation of services