

MASON COUNTY PUBLIC HEALTH & HUMAN SERVICES
HOUSING AND BEHAVIORAL HEALTH BOARD

415 N 6th STREET, SHELTON, WA 98584

Zoom Meeting held

Regular Meeting Minutes
February 22nd, 2023

1. CALL TO ORDER

There was insufficient attendance to form a quorum in this session. Conversational, non-action meeting was called to order at 9:08 am by Commissioner Shutty

2. ROLL CALL:

Board Members:

- Kevin Shutty, BOCC
- Peggy VanBuskirk, MC Board of Health
- Eric Onisko, Mayor, City of Shelton

Staff Members:

- Melissa Casey, MC Public Health
- Haley Foelsch, MC Public Health
- Christina Muller-Shinn, MC Public Health
- Jamie Ellertsen, MC Public Health

Guests/Public:

- **Athena Ayres**, Community Lifeline
- **Casey Bingham**, MC Public Health

3. PUBLIC COMMENTS: None

4. APPROVAL OF THE AGENDA:

5. APPROVAL OF THE MINUTES:

Motion was made by Peggy VanBuskirk and seconded by Kevin Shutty to amend a statement in section d. of the January meeting minutes to fix the language as Kevin did not intend to shelf the HNA. Motion carried unanimously.

6. Meeting Topics:

a. Community Lifeline Emergency Shelter Report

Melissa shared Community Lifeline's bed count occupancy data for the past month, beginning January 23rd through February 21st. Occupancy was consistently in the high 30's, with max occupancy being 35. There were a couple of nights at full capacity, with anywhere from 0-3 people turned away on full nights and they were given information for other resources or programs when turned away.

Athena said they are seeing a higher occupancy number, consistently close to capacity. She mentioned that they are also able to help people transition into other living environments, so sometimes you will see a dip in occupancy, like going from 35/35 to 32/35 in one days difference, for example. She explained the successes of being able to help people seek treatment, connect with family out of state, and acknowledged that those turned away on max capacity nights often revisit a few days later and form a connection to shelter or services. She acknowledged that more outreach needs to be done, and the CLL shelter-aides have been in a training for recovery coaching this week so there has not been much outreach this week, but there is a plan to get back to it next week. Christina commented that it is great seeing the shelter capacity so full, as it shows use of services, and asked what other resources are given to the people who are turned away. Athena explained that there is a resource packet that had been put together full of information for services including bus routes to other shelters in surrounding areas and even connections to treatment centers that is given to turn-aways. Jamie added that Dilma from Northwest Resources is also a great resource for connections.

b. Fiscal Report with Casey Bingham

Casey reviewed the fiscal reports with the group that included the Housing Report, Treatment Sales Tax, and EOH BH Grant funds. The reports explained budgets of several different entities and reflected what was expended out of the budget for each, with a final percentage of how much of the budget had been used for the fiscal year. The 3 report files are attached with these minutes for review. Kevin asked Casey, in situations where a full budget isn't expended, what happens to those funds? Casey explained that it depends on the funding source, for example the 2163 code is our (Mason County) funding, so we can choose to extend or write it into our next contract, versus the federal funding of certain grants being a "use it or lose it" basis, it is very source by source. After Christina asked, it was clarified that "Shelton Family Center" on one of the documents is what we know as "The Youth Connection".

c. RFP Question Review

Haley shared her screen with the group displaying a drafted document of RFP questions to be reviewed (see document attached). She explained that we are prepping for RFP (Request for Proposal) season so we have started working on a draft of questions that can be utilized for you all to score the RFP's and discuss what needs to be added or taken out.

After reviewing the document, Kevin asked how these current questions compare to the ones used in the past. Haley said that this list was based on old questions, with some new additions, specifically the question about braiding funds and the FTE counter and turnover ratio. There was also a question added pertaining to modifications of hours of operation to fit community needs. Eric expressed that the questionnaire was asking a lot of information and almost micro-managing, questioning if we really needed all information asked. He highlighted that listing job positions, how employees are trained, and turnover rates are not exactly relevant to what they do for our community. He mentioned hearing complaints over the years of agencies being micro-managed and opened discussion about this. Peggy said she is okay with the questions but was wondering, do we need to know how they train their new hires? These

agencies should be capable of hiring competent people, I am not sure what went on in the past that caused this criteria to be added, so maybe there's a history of underqualified people being hired into an agency so maybe this is why it's coming up, is that the case or not? Haley replied, I think this is the full application, geared toward brand new applicants that we have not worked with before which is why it's more extensive. Melissa added that as we don't have a quorum, we will likely need to schedule at least 1 or 2 special meetings for the board to go over this in detail, but the other consideration would be a potential to even interview applicants, I'm not sure if that's something we've done in the past but it's something we would like to do. Christina asked for clarification, when would the questions on this list be asked? Is this the application itself, or in addition to the application? Haley replied that it would go into the application. Melissa went back to some earlier questions and clarified, that the short answer is yes there has been a history of seeing underqualified applicants being hired, and difficulty when agencies bring on a new hire and show that they cannot conduct effective training or ask for resources to provide training when ideally, they should be able to do this already. As we keep conversing about this, we can find what is absolutely necessary to ask. Eric stated, are we actually going to not fund an organization because we don't think someone qualifies for a job that ultimately houses homeless people. The group heard the sentiment. The conversation is to be continued.

Kevin asked, since we are unable to take action today, can you forward this questionnaire out to all of us and include the short form we have used for continuing funding in the past so we can compare and contrast ahead of time for our next meeting? Haley obliged.

d. Homeless Response System RFP

Melissa stated that since Todd is out today, this is going to be one of those situations where we intended to make decisions in this meeting but there is no quorum so alternatively, we can talk about when we want to schedule a special meeting to discuss these topics. We probably don't want to wait until next month for this special meeting. When observing the document that Todd had put together, it was suggested to discuss this in a special meeting to further review the financial breakdown. In the meantime, the group can review the document and draw up any questions they may have ahead of time for the special meeting.

e. Updates

Athena shared an update with the group about the Recovery Café. We launched on February 1st, and there was an amazing turnout to the ribbon cutting ceremony. We currently have about 30 active participants, several groups and classes kicked off, one of those is "unlocking your potential" which is like a life coaching class through Northwest Resources with Dilma and Raymond. This is a 5 or 6 week course with around 10 people enrolled, once the course is finished they will restart the program and do it again. We have a good handful of recovery circles and recovery programs, there's a 12-step program and a recovery Dharma group, which is a Buddhist perspective of recovery and reach-out, I wanted to share that with the group.

Kevin shared that this Friday a group of us will be getting together with the city and county to talk about our opioid settlement funds and walk through how we can utilize

those funds and how we can bring everyone in the region together to get started, hoping to have more information after that meeting and get into how we can be utilizing those funds that we will have for the next 17 years.

7. **GOOD OF THE ORDER:** Called by Commissioner Shutt
8. **CLOSURE-** Meeting adjourned at 10:00 am.
9. **NEXT MEETING—** March 2nd, 2023

DRAFT