

**COMMUNITY ACTION ADVISORY BOARD MEETING MINUTES**

Hybrid Meeting: in-person at Center for Community Health and through Webex online platform  
September 4, 2024

<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>	<u>STAFF</u>
Melanie Green, Chair	Faye Salomone	Megan Mulsoff	Abby Molloy
Alishia Topper, Vice Chair			
Rob Perkins, Secretary			
Amy Roark			
Ernie Suggs			
Joyce Cooper			
Jamie Spinelli			
Karyn Kameroff			
Clover Spears			
David Poland			
Nickeia Hunter			
Brittini Lasseigne			
Diana Perez			

Guests: CODAs interpreters; Lilly Pidhainyi (incoming CAAB member); Samantha Whitley (City of Vancouver); Amy Hernandez (CCVLP); Elizabeth Fitzgearld (CCVLP); Jessi Anderson (CCVLP); Jessica Saldivar (CCVLP); Mary Bedford-Carter (community member); Mike Taylor (community member)

I. Welcome/Introductions

II. Approval of July and August 2024 Minutes

Ernie Suggs made a motion to approve the minutes which was seconded by Amy Roark and approved unanimously by the board.

III. Clark County Volunteer Lawyers Program Presentation (Org Std 5.9)

- Shared leadership at CCVLP extends to co-managed programs (see community agreements on slide)
- CCVLP is non-profit organization that provides civil legal aid to low-income people in Clark County
- Housing program is directed at tenants who are facing legal housing concerns
  - Housing Justice Project began in 2010. In 2023 was expanded to provide full representation in eviction prevention, dispute resolution, etc. Advice clinics at least once per week. Eligibility under 200% FPL.
  - Right to Counsel = bill which created right to legal representation for low-income tenants in eviction cases. CCVLP provides full free representation. Detailed guidelines on slide #13.
- Family law programs
  - Ways to get assistance: courtroom readiness appointments, advice appointments with an attorney, court navigation, administrative support. All volunteer attorneys.
- Survivor support program
  - Support survivors in: navigating the court system, preparing for inevitable unfortunate outcomes, keeping themselves and their children safe, sharing their experience, establishing stable lives.
  - Primarily protection order, custody, and divorce cases
  - Client eligibility rubric prioritizes clients with the highest needs and biggest barriers to access
  - Focus on trauma informed care, language access, and support networks.
- Special programs: Lay guardianship, immigration, bankruptcy (temporarily closed), elder law/wills/estate (temporarily closed), general law. 1+ month wait for first appointment. All volunteers attorneys. Provides staff attorney for Community Court.

IV. July 2023-June 2024 Outcomes Report (Org. Standards 1.3, 4.4, 5.9, 8.7)

- Report was sent out via email and is available on the CAAB website.
- Orange section shows CAP/HCRS programs and report periods, green section shows annual

proposed goals, achieved YTD, and percent achieved, blue section shows annual contract amount, total spent as of June 30, 2024, balance, and percent spent.

- Most programs are at around 100% of achieved goals and percent spent. For those outside the target range, we will reach out and re-assess goals as needed.
- CAP programs: The Clark College Financial Wellness program ended on January 5, 2024 and remaining funds have been reallocated to other CSBG programs. All CAP contracts, except for Clark College, have been renewed for another year at the same amount. Targets are being reevaluated for the next Fiscal Year, as needed.
- HCRS programs: The Share HO program is currently billing to other grants. Any remaining state and local funds were recaptured and used for the House Bill deficit. Any remaining EPRAP funds were rolled over to the next fiscal year (FY 2025).
- Participant satisfaction, community engagement, grievance, and demographics data in report.
- Request to include ethnicity data on next report.
- Question about severe weather shelter funding. Abby will get more information and report back.

V. Task Force updates

- Legislative Advocacy
  - WSCAP is advocating for “no” votes on initiative 2117 WA Climate Commitment Act and initiative 2109 Capital Gains. CAAB is determining whether we want to align with WSCAP and do any advocacy.
- CNA Task Force
  - CNA is still being finalized for publication. Will be distributed when finalized.
- Policy Task Force
  - Have drafted Code of Conduct and Bylaws revisions for CAAB. Discussion and vote moved to November meeting.

VI. City of Vancouver Affordable Housing and Homelessness update (Org. Standard 5.9)

- Launched new housing committee which will be scoring CDBG and HOME applications.
- CDBG and HOME applications will open October 1. On the same schedule as county. Using Neighborly software. Expecting about \$700K in HOME funds and \$1.3M in CDBG funds. Program year is July 1 – June 30. Just published CDBG and HOME CAPER report. Will have public hearing on Sept 16 at City Council.
- Affordable housing fund: planning to accept applications on a rolling basis starting next spring.

VII. Equity Training Details

- Due to member feedback about mandatory meeting requirements, the executive team opened a conversation to reflect on the importance of this training series and discuss whether it should be required for all members.
- Robust discussion included how equity relates to CAAB work, purpose of training (unified CAAB foundation, team building, personal development, enhance CAAB ability to equitably serve the community), and member perspectives on the equity training series.
- Vote was postponed to November meeting. Current expectation is that members notify Abby if they will not be able to attend meetings.
- Reminder that there is compensation available for low-income CAAB members to attend meetings.

VIII. Open Public Forum

IX. Other Business

- January meeting discussion and all other business moved to November meeting.

Adjourn 10:52 am



Rob Perkins, Secretary