

WFH Steering Committee Minutes

June 24th, 2021 4:00pm

Meeting Purpose: Monthly workforce housing steering committee meeting to discuss and take action on Committee mission and goals.

Attendees: Kim Haman, Jo Ann Eder, Jenn Capp, , Marcella Manuel, Kristen Hobson, Tesla Palmatier (RLACF Staff),

Minutes

- 1) Introduction of Guests
- 2) Workforce Housing Steering Committee membership
 - a. After reviewing the position description, Jenn Capp, Joanne Eder, Kim Haman, Kristen Hobson, and Marcella Manuel signed the position description to become voting members. Chris Lorash was not able to attend the meeting, so submitted his signature electronically.
 - b. Jenn brought up concerns regarding the 7-11 person requirement for the committee. Specifically, she worries that requiring a high number of members will hinder the Committees ability to quickly move forward and address actionable items. Kim echoes these concerns. Jenn recommends 5-7 members for the committee. Both Kim and Jenn have offered to step down if there are too many members interested. This issue will be further discussed at the next WFH meeting.
 - c. Current voting members feel that the committee is well rounded. They recognize the need for insurance experts' input, and suggest reaching out to local agents to join the committee or offer assistance on an issue specific basis. The committee recommends reaching out to local HUD, State Farm, and Farmers insurance offices. Members will reach out to likely contacts and make introductions with Robin.

3) Action Items:

AmeriCorps Housing VISTA Funding

- a) Eric will be starting his VISTA service term on July 6th!
- b) RLACF is responsible for funding \$5000 for Eric's service term. It had been previously discussed to use the Work Force Housing fund to finance the position. The committee will need to approve the funding before sending the recommendation to the RLACF board of directors
 - i) Marcella moved to table the discussion until the committee is provided with a financial statement for the Work Force Housing Fund. Second by Kim
- c) Regarding the VAD and goals for Eric's service term, Marcella introduced a discussion around the value of conducting a new needs assessment when there are other pressing issues. While there are certain grants that requires specific data that would be included in a needs a assessment, there are perhaps more responsive ways to obtain and utilize

information. The committee would like to explore using multiple data streams (such as data mining, surveys, and census data) to conduct a needs assessment. Moreover, the committee would like to see an emphasis on using the data that is collecting.

4) BFCF Housing Webinar: Summary, Next Steps

- a. Marcella notes that the overwhelming need and focus has shifted from home ownership to rentals. This shift can be felt in all areas, including business and the medical field. Jenn hopes that the formation of sub-committees will assist in the committee's ability to move multidirectional to meet housing needs.

5) Status of Owner-Built Housing Program

- a. Three families selected for next year!
- b. Current owner/builders have been told by Habitat to secure housing through the end of August just in case, but there's potential it could be earlier. Once a few more pieces are more certain we'll start thinking about a dedication ceremony / open house event.
- c. Joanne shared that RLACF board of directors have all signed up to volunteer at the work site in the coming months!

6) Community Development Block Grant (CDBG) Planning Grant and ARPA Grant

- a) Discussion tabled for next meeting

7) Sub-Committees

- a. ADU
 - i. Val, Kristen, Don, Gretchen
 1. Jenn notes that part of the subcommittee should be building the City staff's capacity to answer ADU related questions in City Hall
- b. HOME Fund
 - i. Chris, Sandy, Marcella
- c. Homeownership
 - i. Chris
- d. Long-term Rental
 - i. Kim, Val, Kristen, Chris, Jenn
 1. Tim Weamer also wants to join, I invited him. Meeting is Monday @3:30pm at RLACF building and online

- e. WFH Solar Fund
 - i. Jo Ann

Please let Robin know if you would still like to join a subcommittee

8) Fun Run update – Tabled for next meeting

Meeting minute respectfully submitted by Tesla Palmatier