**DRAFT MEETING NOTES – CAC REVIEW/APPROVAL PENDING**

**Whittier Heights CAC Agenda/Meeting Notes**

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| CAC Name: | Whittier Heights Village |
| Date: | **January 3, 2019** |
| Meeting Location:  | United Evangelical Free Church |
| Call to Order (time):  | 5:30pm |
| CAC Members in Attendance:  | John Lederer, Michelle Wicks, Jean Darsie, Kelly Paananen |
| Permitted Encampment Members in Attendance:  | none |
| Operator Representatives in Attendance:  | Josh Castle, Frank Scarabino, Alexandra James, Lindsay Shoeneman, Heather Wehr |
| Community Members in Attendance:  | none |
| City of Seattle Staff in Attendance:  | Lisa Gustaveson, Karen Ko |
| Recorder/ Note Taker:  | John Lederer |
| Previous Meeting Notes Approved:  | Yes, at beginning of meeting |
| Previous Meeting Notes Posted:  | Will be soon at <http://www.seattle.gov/homelessness/city-permitted-villages#whittierheightsvillage>  |

**CAC Positions**

* Michelle Wicks will stay on as chair of the WHCAC. Notetaker will rotate each meeting.
* Josh Castle is working on identifying additional members with the goal of raising CAC membership from 4 to 7 persons. The CAC discussed where to look for nominees. Josh will forward names to CAC when he has identified interested individuals.

**Nov. 26 Minutes Approved**

* John recommended spelling out one abbreviation.
* Kelly moved that the minutes as amended by adopted. John seconded the motion. Motion was passed unanimously.

**Village Management Report** (Alexandra James):

* There have been five resident exits over the last month. One went into housing, one into a shelter. One resident is moving to in-patient treatment. Vacancies are being filled through REACH.
* Residents are showing trust and use of case management services through Lifelong and are making headway.
* There is a need for more lights and cameras around the perimeter which is being addressed.
* A holiday party was held with support from Home Street Bank, United Evangelical Free Church, Sustainable Ballard and others.
* A total of six residents have left the village since July for housing. Four were at the village for 3-6 months, two for 2 months or less before finding housing.
* The City contract with LIHI is being finished and it will contain specific performance goals for the WH village. The contract will be presented to the CAC when it is signed.

**Case Management Report:** (Heather Wehr)

* Engagement is high, and she is very busy. Heather meets weekly with residents, some more often if appropriate.
* Some residents have expressed interest in pre-apprenticeship programs and computer classes.
* Most residents are receiving SNAP benefits, and several have SSI. Many residents access the Ballard Food Bank. A hot dinner is provided on site daily.
* There may be some interest in having art project at the village. John offered to talk with the arts faculty at North Seattle College to see if he could find a volunteer instructor, Heather and Lindsey said they would asses resident interest.
* There are garden boxes on site but now soil or seeds/starters for a garden. Kelly offered to reach out to neighborhood stores to solicit donations or discounts on soil and plants. Frank will determine how much soil is needed.
* Karen offered that the Seattle Dept. of Neighborhoods has a [Small Sparks Neighborhood Matching Grant Program](http://www.seattle.gov/neighborhoods/programs-and-services/neighborhood-matching-fund) which provides small grant for this kind of neighborhood project. John offered to investigate it further and bring back information to the next meeting.

**CAC Member Reports:**

* Josh reported that two events involving LIHI are planned:
	+ Jan. 25 [*Count Us In*](http://allhomekc.org/king-county-point-in-time-pit-count/) counting of homeless persons in King County.
	+ [Homeless Advocacy Day](https://www.wliha.org/housing-and-homelessness-advocacy-day) in Olympia, Feb. 28.
* Jose asked for volunteers from the WHCAC to participate in these events.
* It was announced that Karen Ko is planning on retiring and this will be her last meeting.

**Next Meeting:** Jan. 28, 6pm, United Evangelical Free Church.

**Adjournment:** 7:10pm