

JUNE 7 – Board Meeting Staff Update

GOAL 1: BUILD ORGANIZATIONAL STRUCTURE + CAPACITY TO SERVE REGIONAL HOUSING OPPORTUNITIES + GAPS

- Respond to compliance letter following IHFA's HOME-ARP review. (Courtney + Frances)
- Interviewed potential candidates for a Deputy Director position. Working with HR on reassessing what sort of skill sets are achievable and complimentary, shifting more towards an Operations Manager. (Carissa + team)

GOAL 2: RECOMMEND + ADVOCATE FOR POLICY THAT PROMOTES HOUSING

- Continuing to follow Bellevue's Business District text amendment. Have drafted initial suggestions sent on behalf of BCHA Board Chair. Will craft another recommendation letter this month upon release of draft for PZ consideration at July meeting. (Rian + Carissa)

GOAL 3: EXPAND, COORDINATE, + IMPROVE SERVICES TO CREATE HOUSING STABILITY

- Ongoing identification of potential candidates for Bluebird Village; coordination and referral with Syringa Property management. (Courtney + Bri)
- Trainings from NeuroMediation Group continue. The last one for this fiscal year is early July. (Carissa)

Transitional Housing

- Playset will be placed at Silvercreek in two weeks. (Frances)
- Working with Advocates in housing. (Frances)
- Residents have started onsite community garden with the assistance of the Hunger Coalition. (Frances)

GOAL 4: INFORM, ENGAGE, COLLABORATE

- Met with Ketchum's Community Engagement Manager regarding branding and common misconceptions and confusion on housing organizations and efforts. Will bring a potential rebrand to the Board in the next couple of months. (Carissa)

GOAL 5: STEWARD/PRESERVE + EXPAND PORTFOLIO OF DEED RESTRICTED HOMES

Compliance

- Meeting with potential legal counsel who is an expert in all housing and HUD-related laws and regulations. She is an experienced auditor for compliance purposes. (Carissa)

Policies & Deed Restrictions

- Compiling new Category 4 rental deed restrictions for new units at 5th and Main and 4th and Main in Ketchum (Rian).

- Miscommunication from developer on one of the 5th and Main units led to confusion around allowance for a Category 5 tenant to be moved into one of the units (approved at last BCHA Board meeting). Clarifying with developer that only Category 4 will be allowed. The units are not approved for Category 5. (Rian)
- Translated policies into Spanish, under review by bilingual staff. English version disseminated via newsletter and both links will be available online. (Frances, Liz, Thecla)

Application Review

- Reaching out to Spanish speaking applicants regarding Bluebird interest / application status (Liz)
- Connecting with at risk applicants to provide them with resources in our community / connect them with Frances for transitional housing if appropriate. (Liz)
- Assist with identifying Spanish speaking eligible applicants for category 4 rental units (Liz)
- Review 16 incoming intake forms on Slide Room (Liz)
- Applications: 1st review 2 rental applications, 1st review 1 purchase applications, 2nd review rental applications, following up on applications with missing data. (Liz)
- Assisting applicants with in-person application/CIF submission. (Liz)
- Identify eligible applicants for one category 3 and two category 4 rental units; confer with landlords re: lease-up. (Courtney)

Data transition

- Drafting and reviewing materials for transition to Public House and Homekeeper for application screening and submission. (Rian + Courtney)
- Beginning to test application and screening forms for errors (Rian + Courtney)