

CHELAN-DOUGLAS LOCAL HOMELESS HOUSING TASK FORCE

3rd QUARTER MEETING

September 24th, 2025

3:30 p.m. - 5:00 p.m.

Location: 400 Douglas Street, Conference Room 1, Wenatchee, WA

MINUTES

Attendance:

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| Kevin Overbay, Commissioner, Chelan County, Chair | X | Carl Florea, Mayor of Leavenworth- At Large Small City; Chelan County | X |
| Marc Straub, Commissioner, Douglas County, Vice Chair | x | Traci Heyen, Lived Experience Representative | X |
| Christine Johnson, Councilmember, City of East Wenatchee | X | | |

Designated Alternatives for Voting Members Present:

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| Dan Sutton, Commissioner, Douglas County | |
| Brad Hawkins, Commissioner, Chelan County | |
| Shayne Magdoff, Councilmember, City of East Wenatchee | |
| Renee Swearingen, At Large Small City Mayor; Chelan County | |
| Vacant - Lived Experience Representative | |

Advisory Members Present

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| Claire Oatey, Community Foundation of NCW | | Charlie Atkinson, Councilmember, City of Wenatchee | X |
| | | Steve Clem, Legal Services Representative | X |
| Sasha Sleiman, Housing Authority | X | Vacant - Real Estate Representative | |
| Kim Martin, Rental Association of the Wenatchee Valley | | Peter Munro, Rental Association of the Wenatchee Valley (alternate) | |
| Ana Talley, BHU Chelan County | X | Tony Sandoval, Veterans Services | X |
| Michael Morrison, Chelan County Sheriff | | Edwin Fonseca, Business Representative | |
| Marcy Treat, SUDP at New Path CVCH (alternate) | X | Vacant, Young Adult Representative | |
| Shawn Arington, Lighthouse Christian Ministries | | Alex Mann, Youth Services Representative (Akin) | X |
| Ken Sterner, Aging & Adult Care | X | Garth Donald, Chelan Douglas Health District | X |

County / City Administrative Staff

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|------------------------------------|---|-------------------------------|---|
| Jon Davies, Chelan County, CE Lead | X | Amber Hallberg, Chelan County | X |
| Madison Calloway, Chelan County | X | Juan Loeza, CE Outreach Lead | X |

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Other Attendees Present

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|-----------------------------------|---|--|---|
| Chyvonna Torres, CDCAC | X | Kolin Olivera, Lighthouse Christian Ministries | X |
| Summer Hess, Sage Step Consulting | X | Sarah Baxter, Catholic Charities | X |
| Scooter Harter, WRC | X | Tamra Hively, Chelan Valley Hope | X |
| Bethany Alhaidari, Sage | X | | |
| Rachel Todd, YWCA | X | | |
| Frank Rowland, ORFH | X | | |

I. CALL TO ORDER & ATTENDANCE – 3pm

II. BOARD MEMBER DECLARATION OF CONFLICT OF INTEREST

No board members declared a conflict of interest.

III. PUBLIC COMMENT PERIOD

The "Public Comment" period provides an opportunity for members of the public to address the Task Force on items either not on the agenda or not listed as a public hearing. The Task Force Chairperson will ask if there are any citizens wishing to address the Task Force. When recognized, please provide your name and address and state the matter of your interest. Citizen comments will be limited to three minutes.

No members of the public wished to provide public comment.

IV. ADMINISTRATIVE AFFAIRS

A. Approval of agenda and minutes from June 11th, 2025 Meeting

Motioned to approve the minutes from the June 11th meeting with review to ensure that the count for the voting members was accurate.

Motioned by Mayor Florea; Seconded by Christine Johnson; Passed Unanimously 4-0 (note: one of the voting members attended the meeting late and was not able to be there for this vote).

V. UNFINISHED BUSINESS

A. Five Year Homeless Housing Strategic Plan (Action Needed)

1) Adoption of Objective 5 and rest of plan

The strategic planning sub committee finalized the draft of the strategic plan to be reviewed and have action taken to recommend to the Chelan County Board of County Commissioners. There were minor grammatical errors made. A suggestion was made from the Executive Director of Sage Advocacy Center to include a language regarding addressing the root causes of homelessness and housing instability for youth and young adults and how it can relate to adverse childhood experiences like abuse.

There is missing data in the Estimates of Permanent and Emergency Housing Needs for Douglas County's section. Due to data being combined with Chelan County data on HMIS, and Douglas County working on their data for their comprehensive plan, the data is not yet available. It has been noted in the strategic

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plan that the section will be updated when the data becomes available and the unavailable data is clearly marked. Once the data becomes available, the Task Force will review it and make an amendment to the document. Two separate motions for the strategic plan were made.

Motion 1 to approve objective 5 and amend objective 4 to include the language suggested to address the root causes of homelessness and housing instability for youth and young adults and how it can relate to adverse childhood experiences.

Motioned by Mayor Florea; Seconded by Commissioner Straub. Passed Unanimously 5-0 (All voting members were present).

Motion 2 to approve for recommendation to the Chelan County Board of County Commissioners, the presented draft of the Chelan-Douglas Five-Year Homeless Housing Strategic Plan with the identified edits made, and with the understanding that the Douglas County data will be added through an amendment once the data is made available.

Motioned by Commissioner Straub; Seconded by Councilmember Johnson. Passed Unanimously 5-0.

B. Chelan-Douglas Task Force Policies and Procedures for grant cycle (Action Needed)

1) Approve Task Force Policies and Procedures

Staffed shared the updated policies and procedures with the request of the Task Force to add language to allow for car repairs up to \$300. Task Force members deliberated about the limit of \$300. The amount seemed low to some members of the Task Force. Others said that it is intended to be something minor to get them back on the road to their community.

It was recommended to have language that say that the Homeless Program Supervisor to have discretion if a repair is over \$300 to approve it within the \$3,000 parameters. In further discussion, there was a concern brought up about funding limitations. Another member discussed that agencies can collaborate in partnership with one another for diversion. In continuing discussions, the Task Force concluded that diversion is intended to be a one-time assistance. If there are more expensive requests, agencies may collaborate to meet the need.

The Executive Director of Sage Advocacy Center asked for the word "hotline" be changed to "crisis line." It was suggested that in the section about Veteran referrals that the Veteran Service Office be added as indirect referral.

Motion to approve pages 17-35 of the Chelan-Douglas Policies and Procedures with the suggested edits made.

Motioned by Councilmember Johnson; Seconded by Mayor Florea. Passed unanimously 5-0.

VI. New Business

A. Lived Experience Rep Appointments

1) Discussion on lived experience rep application

The term for the current lived experience rep will end December 31st. The current lived experience rep is eligible for reappointment, but per the bylaws, she must apply again. An Interview Panel was identified for lived experienced representative interviews. Councilmember Johnson & Commissioner Straub will be the two voting members on the panel and Sasha Sleiman will be the non-voting member. Suggestion to reach out to previous interviewees if they are still interested. A press release will go out for Chelan and Douglas County.

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B. Non-voting member appointments for vacant positions

1) Discussion on filling Need to fill Young Adult Rep & Real Estate

Shawn Arington is no longer the Executive Director of the Lighthouse. He was the faith-based non-voting member. Kolin Olivera is the new Executive Director of the Lighthouse. He has lived experience with homelessness and substance abuse and looks forward to the insight he can bring to the task force.

Need to have a replacement for business, real estate, and young adult rep positions. A suggestion was made to include in the press release for the lived experience rep to ask for young adult rep, real estate, and business reps to apply.

Motion to appoint Kolin Olivera to the Homeless Housing Task Force as the faith-based non-voting rep to replace Shawn Arington.

Motioned by Commissioner Straub; Seconded by Mayor Florea. Passed unanimously 5-0.

C. CE 2023-2025 Grant Cycle Reporting

1) Review report out on outcomes for the 2023-2025 grant cycle

Staff created a document with an overview of the 2023-2025 grant cycle. It provided insight to the funding levels, program outcomes, challenges, and successes. It was requested that staff put the report on the county website and send to the OVOF Housing Solutions group.

D. YWCA Funding Request

1) Presentation on housing project

The YWCA is building a new facility. They will have PSH, Transitional Housing, and Emergency Shelter. They have committed funding to their program and have applied for more funding. They have an approximate funding gap of about \$700,000.

Motion to recommend to the Board of Chelan County Commissioners for the approval of a funding allocation of \$700,000 from the 2163 County Homeless Fund to support the YWCA NCW's capital project. The proposed allocation would be distributed in annual payments of up to \$175,000 over a four-year period (unless funds are not spent from the previous year in which they can request \$175,000 plus the difference), from January 1st, 2026 to December 31st, 2029 with the understanding that the allocation from Chelan County should be the last funds in for the project.

Motioned by Mayor Florea; Seconded by Commissioner Straub. Passed unanimously 5-0.

VII. OTHER

Updates from Voting & Non-Voting Members

None

VIII. ADJOURNMENT – 5pm

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