

Kelowna Community Advisory Board on Homelessness Minutes

DATE: April 14, 2022

Chair: Phil Bond

Minutes Recorder: Sonyia Taggart-Mint

COMMITTEE MEMBERSHIP

P = Present, A = Absent, R = Regrets

	SECTOR REPRESENTATIVE:	NAME:	ORGANIZATION:
P	Chair	Phil Bond	UBC Okanagan
A	Vice Chair	Stephanie Ball	Central Okanagan Journey Home Society
P	Funder	Naomi Woodland	United Way-Southern Interior BC
A	Rehabilitation	-	Brain Trust Canada
P	Housing / Shelter	Liz Talbott	NOW Canada
-	Provincial Government/Youth	<i>vacant</i>	<i>vacant</i>
-	Indigenous	-	Ki-Low-Na Friendship Society
P	Indigenous Homelessness CAB-H representative	Kody Woodmass	Ki-Low-Na Friendship Society
P	Diversity/Community Information/Volunteerism	Ellen Boelcke	KCR – Community Resources
R	Provincial Government/Health	Sandra Robertson	Interior Health Authority
P	Mental Health	Mike Gawliuk	Canadian Mental Health Association
P	Faith	Don Richmond	Evangel Church
-	Corrections	<i>vacant</i>	<i>vacant</i>
R	Provincial Government/Housing	Nanette Drobot	BC Housing
P	Lived Experience	Elaine McMurray	Lived Experience Circle on Homelessness (LECoH)
P (11.43am)	Front Line Youth	Jared Hidber	Okanagan Boys & Girls Clubs
P	Municipal Government	Sue Wheeler	City of Kelowna
P	Provincial Government/Income Assist	<i>vacant</i>	Ministry of Social Development and Poverty Reduction
-	Provincial Government / Rehabilitation	<i>vacant</i>	<i>vacant</i>
-	<i>Seniors</i>	<i>vacant</i>	<i>vacant</i>
-	<i>Metis Community</i>	<i>vacant</i>	<i>vacant</i>
-	<i>BC Landlords Association</i>	<i>vacant</i>	<i>vacant</i>
-	<i>Business Sector</i>	<i>vacant</i>	<i>vacant</i>
-	<i>Indigenous Housing</i>	<i>vacant</i>	<i>vacant</i>
Non-Voting Members:			
P	Central Okanagan Foundation	Cheryl Miller	Community Entity/Foundation / Funder
P	Central Okanagan Foundation	Sonyia Taggart-Mint	Community Entity/Foundation / Funder
P	Service Canada	Wayne Ackerman	Service Canada/Federal Government
A	Service Canada	Lisa McHaffie	Service Canada/Federal Government
Alternates:			
P	Provincial Government/Housing	Matthew Camirand	BC Housing
P	Provincial Government/Health	Andrea Antonishen	Interior Health Authority

MINUTES DISTRIBUTION

- **CAB-H Members**

AGENDA ITEM
1. Welcome, introductions - Phil
<ul style="list-style-type: none"> • Phil welcomed everyone and thanked them for their attendance • Phil invited a round of introductions • Sonyia Taggart-Mint gave a land acknowledgment that we are on the unceded territory of the Syilx Nation. • Phil called the meeting to order at 11.06am April 14, 2022.
2. Approval of April 14, 2022, Agenda and February 24, 2021, minutes
<p>Phil asked CAB-H members if they had any items they would like added to the February 24, 2022, agenda. No new items were raised.</p> <ul style="list-style-type: none"> • Motion to approve, April 14, 2022, agenda: Elaine Seconded: Ellen • Motion to approve February 24, 2022, minutes: Kody, Seconded: Liz
3. CAB-H Chair update
<p>Chair, Phil Bond informed the committee that he has formally notified the university that he will be retiring in August 2022 after 16 years of service, Phil wanted to ensure the CAB-H was informed before sharing this news with the community.</p> <p>No further discussion was had around his role as CAB-H chair at this time.</p>
4. Coordinated Access – Data Integration Presentation
<p>Sonya gave an overview / summary from the previous February 24, 2022, meeting that Journey Home is looking to present their Data Integration Presentation to both the Indigenous Homelessness CAB-H and the Designated Communities CAB-H boards. Sonya provided dates and times to the committee. A majority was identified for May 2nd, 2022, 2pm to 4pm.</p> <p>Sonya confirmed she would circulate an invite both the Indigenous Homelessness CAB-H and the Designated Communities CAB-H.</p>
5. Additional funding allocations 2022-2024
<p>Phil opened the additional funding allocation item and provided summary of the amounts available: New additional funding for 2022-2024 to the city of Kelowna: Total: \$2,006,631.00</p> <ul style="list-style-type: none"> • \$161,700.00 allocated for CCI • \$1,844,931.00 for all other eligible directives <p>Phil asked members of the group to declare if they are in a conflict of interest. Jared Hidber, Liz Talbott, Mike Gawliuk, Stephanie Ball and Ellen Boelcke declared conflict as they have received Reaching Home funding dollars, and Kody Woodmass declared conflict as he receives Reaching Home dollars through the Indigenous Homelessness Stream.</p> <p>Phil invited the committee to discuss/vote if t individuals with declared conflict can remain involved in the discussion and voting process. Clarity was provided that the decisions made would be focused on application processes including time-period, geographical boundary, eligible activities, and application form process, not the allocation of dollars.</p> <ul style="list-style-type: none"> • Members in conflict may provide rich discussion

AGENDA ITEM

- I think we need to do what is right, as long as we are transparent about all of these things, we can accomplish the things we need to do.
- Do the Terms of Reference provide guidance on this topic? *Clarification was provided that the TOR states that organizations in conflict cannot participate in discussion around allocation of funds, but it does not outline they cannot participation in discussions around process.*

Phil invited members to vote on whether they felt members in conflict could contribute to this discussion.

In favor: 9

Opposed: 0

Did not vote: 3

(Please note 1/13 voting members was not present during the time of voting).

Majority was identified for members in conflict to participate in the discussion.

Sonyia in the role of CE provided an overview of the funding allocations, and requirements for this funding.

New additional funding for 2022-2024 in the City of Kelowna: Total: \$2,006,631.00

1. Additional fiscal funding allocations available to the City of Kelowna:

2022-2023 –\$929,891.00 – *COVID flexibilities pertain to this fiscal year, including geographical boundary and additional eligible activities, these flexibilities do not pertain to fiscal year 2023-2024*

2023-2024 – \$915,040.00

TOTAL 2022-2024: \$1,844,931

2. Additional funds dedicated to Coordinated Access (CCI) - allocated from additional funding allocation

2023–2024 – additional amount available for CCI - \$80,850.00

2022-2023 – additional amount available for CCI - \$80,850.00

Phil gave an overview of the order of discussion (1) additional fiscal funding available to the City of Kelowna and then a separate discussion on (1) Coordinated Access (CCI) funding was discussed and reviewed.

Discussion 1: Additional fiscal funding allocations available to the City of Kelowna: Items discussed in order:

Time period:

- a. Put out for 1-year proposals (2022-2023 and a separate process for 2023-2024)
- b. Put out for 2-year proposals (2022-2024)
 - A call is a lot of work, doing one for each year would be constant and asking a lot of review committees
 - A two-year funding period is more sustainable
 - From a business continuity perspective, I think if we have the ability to open up to 2-year applications that would be beneficial to the organizations who want to apply
 - If it's a 2-year call that does not mean applicants cannot apply for a shorter period if they want/need to
 - 2 years gives 2 years of statistics and that supports the ability to show the benefit and need of that project when applying for future funding.

Cheryl M highlighted that once all agreements and processes are in place, the funding period will be less than 2 years due to application and review process which will take approximately 2 months.

Phil asked the group if there were any concerns about putting forward a 2-year proposal, no concerns were raised.

AGENDA ITEM

Phil presented the motion to approve 2-year proposals, Seconded; Stephanie:

All in favor: 10

All opposed: 0

Did not vote: 2

(Please note 1/13 voting members was not present during the time of voting).

Majority, motion approved.

Geographical boundaries for year 1

- a. Option to extend the Geographical boundary for fiscal year 2022-2023 in line with COVID-19 flexibilities. Any flexibility would have to end March 31, 2023.

The CE confirmed the geographical boundaries allowed for the COVID-19 rounds of funding extended from Lake Country to Peachland.

- I believe good work is happening on both sides of the bridge, the people we serve experiencing homelessness in our community go where they need to, to access services. Over the extreme weather we actively moved individuals over to West Kelowna to utilize services on both sides, I would support expanding the geographical boundary.
- All for expanding geography whilst we are able to do it but understand there will be complexities around the application form but would rather diversify the geography.

Jared Hidber joined the call at 11.43am, Phil welcomed Jared and provided a summary of the discussion.

- Often applicants who may be applying within the City of Kelowna provide outreach services outside of the city, and therefore may be able to provide more services outside of the City of Kelowna region.

Don presented a motion to extend the geographical boundary for 2022-2023 from Lake Country to Peachland; Seconded; Ellen

All in favor: 9

All opposed: 0

Did not vote: 4

Majority identified; motion approved.

Ellen Boelcke left the meeting.

Eligible activity areas:

- a) Focus on 2019-2024 Reaching Home Community Plan Allocations: Housing, Prevention and Diversion, Client support services
- b) Expand to include Capital as eligible for base-funding.

At the request of CAB-H, the CE gave an overview of the definition and requirements of Capital from page 16-17 of the Reaching Home Directives document.

- I was quite pleased to hear that considering capital is an opportunity
- For buildings, this is not a lot of money but looking more to diversion we have to move people, move their belongings. I think there is some room, but along with other applications for example outreach workers and then vehicles for this work, not buildings.
- My concern with capital if we open up for renovations, is that there are other funders who can support renovations where these funds could be focused on prevention and diversion and other activities.

Sonyia in the role of CE confirmed the CAB-H could choose to allow specific items under capital.

AGENDA ITEM

- I would suggest in our application we have an area to detail other funders and reserved funding (cash and in-kind), they should not be utilizing these dollars if there is other means to obtain that funding.

Wayne confirmed that this funding would move towards a more formal review process.

- Could you confirm, if an organization has a scattered sight and there is a cost to repair that apartment when there is turnover, would that mean organizations can apply for funding for this? *The CE confirmed that under capital “repairs of damages resulting from housing placements includes private market housing”.*
- *There is an absolute cost with turning over a scattered sight, and other funders currently do not provide funds for repairs. It is absolutely necessary, there is a financial aspect to it, but its also necessary for an organizations credibility and possibility of securing more units in the future.*
- *There are efficiencies created by limited capital being available, to maximize where those capital investments are allocated.*

Phil asked Sonyia to present the Capital items that the CAB-H before presenting a motion to confirm there were no concerns:

- Repairs of damages resulting from housing placements (includes private market housing).
- Purchase of furniture, appliances, machinery (e.g., lawnmower, woodworking tools), electronic equipment and vehicles (e.g., to be used for outreach, transportation for furniture banks).

No concerns were raised.

Elaine presented the motion to expand eligible activities to include the 2 identified capital items; Seconded; Kody

All in favor: 10

All opposed: 0

Did not vote: 1

Not present: 2

Majority identified; motion approved.

Item for clarification:

Can the organizations currently funded through Reaching Home 5-year base funding apply to enhance their current funding? No concerns were raised, organizations who already receive 5-year funding are eligible to apply for funding to support their existing projects.

Call for Proposal process options:

- a) Call for Proposals: Approximately a 2-month process; Project Review Committee (to be approved by CAB-H) will need to be established. (This process was used for the 5-year base-funded projects)
- b) Other suggestions from the CAB-H committee

No other suggestions were raised from CAB-H members, no concerns were raised around a formal Call for Proposals.

Phil presented a motion use a formal Call for Proposal process with a Project Review Committee approved by the CAB-H; Seconded;

Phil requested Sonyia to provide overview of the motion for additional fiscal funding including all items above:

AGENDA ITEM

The additional funding to be put out for applications for a 2 fiscal year time period, the first year geographical boundary extending from Lake Country to Peachland, eligible activities are those eligible for the initial base funding (housing, prevention and diversion, client support services) and expand to include capitals 2 activities - repairs of damages resulting from housing placement and purchase of furniture/appliances/machinery using a formal Call for Proposal process with a project review committee approved by the CAB-H.

Phil invited any comments / further discussion from CAB-H. No concerns were raised.

Phil presented the vote to approve the motion outlined by the CE; Seconded; Stephanie (voting members present to vote – 10):

All in favor: 9

All opposed: 0

Did not vote: 2

Not present: 2

Majority identified; motion approved.

7b. Additional funds dedicated to Coordinated Access (CCI) - allocated from additional funding allocation

- 2023–2024 – additional amount available for CCI - \$80,850.00
- 2022-2023 – additional amount available for CCI - \$80,850.00

Phil invited members to declare if they are in conflict. Stephanie Gauthier declared conflict as the Reaching Home Coordinated Access sub-project, Kody Woodmass, Sue Wheeler also declared conflict and left the meeting.

- Perceived conflict - if it is a direct award given to the City of Kelowna because they manage it for Journey Home, there should be an application process to stop perception of perceived conflict.

Clarity was provided that this funding is intended to support the Reaching Home specific Coordinated Access work only.

Mike Gawliuk, Liz Talbott and Jared Hidber receive funding through Reaching Home and are required to participate in Coordinated Access, Phil opened a discussion with CAB-H members, it was decided that these individuals are in conflict of interest and left the meeting.

- This is specifically for Reaching Home Coordinated Access, what about the other Coordinated Access?
Clarity was provided that these are the technicalities the Journey Home as the Coordinated Access sub-project would figure out with the system.
- I think there is something to be considered around transparency of allocating funds. Could this be put out for a call even if there is a possibility no one else would be awarded these funds?

Cheryl provided context that Journey Home was approved to lead the Reaching Home Coordinated Access by the CAB-H (July 2019). The City of Kelowna became the intermediary for the Journey Home Society as they do not have their charitable status, this means they accept the funds and manage the funds. Journey Home provides the City of Kelowna with invoices before any money is dispersed to them. The City of Kelowna intermediary agreement ends on March 31, 2023. If Journey Home is not a registered charity by March 31, 2023, we will have to identify another intermediary for 2023-2024.

AGENDA ITEM

- If Journey Home was already approved by the CAB-H at an earlier date as being the Coordinated Access lead that is a different story, thank you for the clarification.

Cheryl provided context that Reaching Home Coordinated Access is specific and if the funding was put out for a call you would potentially have 2 organizations working on the same requirements. But an organization may want to apply for a Point in Time count for example.

- So, the 2022-2023 money is a continuation of the Coordinated Access but maybe we can review the 2023-2024 CCI funds as a CAB-H point of discussion for 2023-2024 to come in alignment with the end of the City of Kelowna’s intermediary agreement.
- There is a civic election in the fall, there is an identified risk of City Council not supporting this work

Phil presented the motion to allocate the 2022-2023 CCI funds to Journey Home and CAB-H to review the 2023-2024 CCI funding at the next CAB-H meeting, Seconded; Naomi

All in favor: 5

All opposed: 0

Not present for voting: 8 (*6 in conflict*)

Phil thanked everyone for their attendance, the meeting was adjourned at 13.02pm.

Next meeting date and time – May 2nd 2.00pm-4.00pm.