

Kelowna Community Advisory Board on Homelessness Minutes

DATE: March 23rd, 2023

Chair: Sandra Robertson

Minutes Recorder: Anna-Lyn Albers

COMMITTEE MEMBERSHIP

P = Present, A = Absent, R = Regrets

	SECTOR REPRESENTATIVE:	NAME:	ORGANIZATION:
P	Chair	Sandra Robertson	Interior Health Authority
P	Vice Chair	Naomi Woodland	United Way British Columbia Southern Interior
-	<i>Education</i>	<i>vacant</i>	-
-	<i>Rehabilitation</i>	<i>vacant</i>	-
R	Housing / Shelter	Liz Talbott	NOW Canada
-	<i>Provincial Government/Youth</i>	<i>vacant</i>	-
-	<i>Indigenous</i>	<i>vacant</i>	-
P	Indigenous Homelessness CAB-H representative	Jeremy Bowers	Ki-Low-Na Friendship Society
P	Diversity/Community Information/Volunteerism	Ellen Boelcke	KCR – Community Resources
R	Mental Health	Mike Gawliuk	Canadian Mental Health Association
P	Faith	Don Richmond	Evangel Church
P	Coordinated Access	Stephanie Gauthier	Central Okanagan Journey Home Society
-	<i>Corrections</i>	<i>vacant</i>	-
P	Provincial Government/Housing	Janet Bertrand	BC Housing
P	Lived Experience	Elaine McMurray	Lived Experience Circle on Homelessness (LECoH)
P	Front Line Youth	Sarah Mackinnon	Okanagan Boys & Girls Clubs
R	Municipal Government	Sue Wheeler	City of Kelowna
-	<i>Provincial Government/Income Assist</i>	<i>vacant</i>	Ministry of Social Development and Poverty Reduction
-	<i>Provincial Government / Rehabilitation</i>	<i>vacant</i>	-
R	Seniors	Ian Gerbrandt	Seniors Outreach Society
-	<i>Metis Community</i>	<i>vacant</i>	-
-	<i>BC Landlords Association</i>	<i>vacant</i>	-
-	<i>Business Sector</i>	<i>vacant</i>	-
-	<i>Indigenous Housing</i>	<i>vacant</i>	-
P	LGBTQIA2S+	Wilbur Turner	Advocacy Canada: LGBT
Non-Voting Members:			
P	Central Okanagan Foundation	Cheryl Miller	Community Entity/Foundation / Funder
P	Central Okanagan Foundation	Anna-Lyn Albers	Community Entity/Foundation / Funder
P	Service Canada	Karen D'Souza	Service Canada/Federal Government
Alternates:			
P	Mental Health	Dani Moretto	Canadian Mental Health Association

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1. Land Acknowledgement
Stephanie acknowledges that she is as an uninvited guest on the traditional, unceded, ancestral territory of the Syilx (Okanagan) Peoples. Stephanie acknowledges the role that colonialism has played and continues to play in exacerbating homelessness. She expresses that the collective work to end this multi-generational genocide of culture, people, and spirit will only truly end when we begin to take action. She emphasizes the importance of stepping gently on the beautiful lands on which we are gathered.
2. Welcome and Introductions
Sandra initiates the meeting at 10:11am. <ul style="list-style-type: none"> CAB-H members are welcomed to introduce themselves. All members present introduce themselves. Mike Gawliuk's Alternate, Dani Moretto introduces herself. Guest Mitch DeCock introduces himself. Wilbur, Karen, and Anna-Lyn are virtually present and introduce themselves via Zoom.
3. Approval of December 8th, 2022 minutes
Sandra asks if there are any additions/edits to the December 8 th , 2022 minutes. No additions/edits. <ul style="list-style-type: none"> Motion to accept: Elaine; Seconded: Sarah; Carried
4. Approval of March 23rd, 2023 Agenda
Sandra asks if there are any additions to the Agenda. No additions requested. <ul style="list-style-type: none"> Motion to Accept: Ellen; Carried
5. Coordinated Access Presentation
Mitch Presents March 23 rd , 2023 Slide Deck on Coordinated Access. Key Talking Points: <ol style="list-style-type: none"> The Central Okanagan Journey Home Society Coordinated Access in Canada Coordinated Access in British Columbia BC-15 Planners Group Homelessness in Kelowna Local Plan Project Update HIFIS Implementation Planning
Questions
<ul style="list-style-type: none"> Regarding the Point in Time Count Janet asks if Bylaw is assuming 1 tent = 1 person, unless they have knowledge that two individuals are living in the same quarters. Mitch expresses that he is not sure and can inquire further, but expresses the data is very effective at projecting. He mentions that there is no way for people to be counted in the morning if they were in shelter the night before since Bylaw is counting at such an early time. Mitch expresses that he works from the monthly maximums, since the likelihood of an undercount is higher than an overcount. Jeremy asks if there is data on where the increase in homelessness is coming from. Is it people coming from outside the community or is inflation/conditions within the community? Mitch expresses that they will most likely have a good idea of that when the survey being conducted alongside LeCoH is complete. Wilbur asks if there is any data collection on folk living in their cars and secondly if survey collections will include information on gender/sexual identity to be able to support the specific needs of those people. <ul style="list-style-type: none"> Elaine says yes to both and includes that the survey offers the option of "prefer not to answer". Wilbur expresses interest in seeing the data over for that segment of the population. Stephanie follows that Journey Home will be keen to share all the trends that come out of the data collection

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and understands that a large factor in youth experiencing homelessness is correlated to their experience of coming out or expression of their gender/sexual diversity. We know this nationally but are not sure what it looks like locally and she expresses understanding the importance of distilling that information.

- Janet speaks to the efforts of BC Housing in advancing and reconciling their past issues with HIFIS, including through collaboration with the Federal Government. She expresses that BC housing is happy to share the instance of HIFIS with Journey Home and wants to be clear that BC Housing is not saying that they don't want to be a good partner and that they are willing to work collaborative. She mentions that Lily and Esther (BC Housing) are actively working on this project, to work with the communities collaboratively, and to ensure that what we are accessing on HIFIS is what the community needs. She notes that BC Housing is the funder of HIFIS and doesn't want frontline providers to be doing double data entry. If Journey Home has a separate instance, maneuvering that together will be an additional challenge as opposed to sharing the same HIFIS instance.
- Naomi wished to follow-up on Wilbur's point about different data sets and inquires about families in vehicles, as well as individuals who access in urban centres but are living in rural surrounding areas. They ask about the data seeming Kelowna specific and inquire about the greater Okanagan being a part of the system.
 - Cheryl explains that since Journey Home receives Reaching Home Funds, Coordinated Access requirements are Kelowna specific. Stephanie affirms that coordinated access is mandated within Kelowna, and as such is the primary focus. She recognizes the regional migration that occurs within the community and the opportunity to spread this out. Stephanie adds that they have a lot of work to do in the community to have a fulsome data system that allow them to speak to the number of individuals currently experiencing homelessness, the in-flows to homelessness and outflows. However, in the future, they want to be able to use the HIFIS system as a prevention and diversion asset. Jeremy adds that the Indigenous Homelessness stream is not restricted to Kelowna and that they do work on the West side. Jeremy explains that the Indigenous Homelessness stream receives Coordinated Access budget but isn't mandated to spend them on that directive.

Sandra asks that Anna-Lyn include the PDF of the slide decks alongside the minutes in the next board package.

6. Terms of Reference Revisions and Review

Stephanie acted as Chair of the Terms of Reference sub-committee and goes through the edited document; Explaining that some of the pieces, the main one being in the objectives section, comes from comparing the Roles and Responsibilities document provided by Service Canada.

Edits are as follows:

- Small language changes such as Employment and Social Development Canada (ESDC) to Infrastructure Canada (INFC), Aboriginal to Indigenous, gendered language to gender non-specific language.
- Updated member recruitment since the process has changed since completing the JotForm application for new members.
- Notes that the Terms of Reference currently states that the CAB-H members will complete an annual self-assessment, however members in the sub-committee were not familiar with this process. The sub-committee thought that, instead, the language, "annual sector evaluation tool" was added and will require discussion on process.
- Bi-monthly changed to quarterly meetings for accuracy.
- Land acknowledgement added to Agenda Format

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- Agreeance to discuss organization, terms of positions, and annual sector evaluation.
- Added, “Executive Committee Roles and Responsibilities” and changed “Vice Chair Roles and Responsibilities” to bullet format for format consistency.
- Added, “or there is a perceived impact” to the conflict-of-interest section.

Stephanie expresses beyond the edits made there were some points of discussion the sub-committee wished to bring forward to the CAB-H membership.

- Sub-committee noted that the Terms of Reference do not denote term durations for any of the positions and that perhaps we should discuss this regarding CAB-H membership as a whole and/or Executive Committee positions.
- Does the Chair and/or Vice Chair need to be appointed from within the CAB-H membership or can they be appointed externally? Noted that the current Terms of Reference does not provide insight either way.
- Discussion around limited number of members without conflicts of interest and impact on voting potential.
- Elaine is asked to speak to her concern on whether members should need to list the organization they are associated with publicly. Elaine discusses the possibility that some people may be uncomfortable sharing their associated organization.
 - Naomi notes that it also suggests that you must have an organizational relationship to be a part of the CAB-H and those that are external might not wish to share.
 - Sandra inputs that you can always supplement “community member” instead and that she likes that where she works is listed so that she is available as a point of contact and that it provides clarity for her sector representation.
 - Ellen notes that public transparency is also an added benefit. Elaine provides the point of giving applicants the option. Cheryl adds its not mandatory to have it on the website but is useful for transparency in the application and sector relationship.
 - Don mentions it is helpful to know who a conflict of interest will be and suggests there needs to be more of that in the membership. Ellen expresses there is always the fine line of needing individuals who are directly connected to the issues and community you are making decisions with but they are often the same ones that will be in conflict of interest.
- Janet asks for clarification on the new paragraph inserted under objectives. She expresses that it appears more reflective of Journey Home’s role in the community rather than the CAB-H.
 - Cheryl clarifies that the CAB-H is specific to Reaching Home Funding, which is separate from Journey Home, which was created to role out the Journey Home Strategy in 2018. Through that strategy there was a decision to make a separate society to roll out the strategy.
 - Sandra asks if the objective of CAB-H is to take a broader perspective and integrate the sectors and be a strategic coordinating role in all homelessness efforts.
 - Cheryl supplements that every CAB across Canada operates differently. She expresses that the Kelowna CAB-H has always been not as active, for whatever reason, and explains that it has always been difficult to get CAB-H engagement in the community. Even the recruiting for members has landed on the Community Entity Coordinator position.
 - Stephanie provides context that there are only five communities, Kelowna being one, where the backbone organization is not the Community Entity. Typically, they are one in the same and where

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the CAB-H is responsible for making decisions around federal investment in local homelessness, it is often in regard to the overall picture of a community.

CAB-H determines more discussion is needed to approve the edits of the drafted Terms of Reference. Sandra asks that the membership reviews the Terms of Reference edits again and forward any additional question to the sub-committee. The sub-committee will meet again before next meeting and discuss some of the questions brought up.

7. CAB-H Recruitment Update

Sandra informs the CAB-H that there have been two new applicants. Both applicants have been *recommended* by the Membership Applicant Sub-Committee.

- Sandra provides an applicant summary of Sonyia Taggart-Mint, the Chair Applicant.
 - Janet makes a motion to accept Sonyia Taggart-Mint as the Chair; **Seconded: Stephanie, Carried.**
- Sandra provides an applicant summary of Tracey Martin, the Provincial Government/Youth Applicant.
 - Janet makes a motion to accept Tracey Martin as the Provincial Government/ Youth seat; Sarah seconded; carried

8. IH CE/CAB Update

Jeremy is unable to provide an update as he had to leave the meeting early.

9. Community Entity Update

Karen is invited to discuss the move to infrastructure Canada and funding 2024 onward.

- Karen explains that currently the Reaching Home Program falls under the directorate of Service Canada. The program will be shifting to a department called Infrastructure Canada occurs from April 1st, 2023, onward. This is a structural change only; the program remains the same. Karen will remain the point of contact. The second update is regarding what we know about March 2024. What we know from the 2022 budget, there will be an incremental investment of \$562,000,000 delivered from 2024 onwards (two additional years) – March 31st, 2026. We recently learned that INFC will be engaging with communities in Spring 2023 regarding funding levels. We won't know what the funding level will be for each community. There will be more information to come.
- Ellen asks if it will be equivalent to what we received in the last two years. Karen expressed that it's approximately the same amount, but as far as per each community, we don't know the similarity.

Cheryl is invited to speak and informs the CAB-H that the Central Okanagan Journey Home Society has expressed interest in being the Community Entity. Cheryl has discussed with Karen and Matt with Service Canada and explains that there will be a process going forward. The Central Okanagan Foundation will remain interested in continuing to be the Community Entity, for non-competitive reasons; rather to give the community options. There will be more information to come, and CAB-H input will be valued. The decision needs to be made sooner than later as the Central Okanagan Foundation will not proceed with a call from proposals without a signed agreement. INFC will want to assess both organizations and CAB-H will most likely do a vote of recommendation. We are awaiting more direction from National.

- Janet asks if there is anyone else who is interested in occupying the role of CE
 - Cheryl expresses that, that is currently unknown and that the City is aware of Journey Home's interest.

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10. CCI Funding April 1st, 2023 – March 31st, 2024

Cheryl explains that Journey Home is the sub-project funded to launch Coordinated Access in the City of Kelowna. They received the funds two years ago. The City of Kelowna has been the intermediary for Journey Home. However, the City of Kelowna is no longer interested in being in that role. Journey Home requires an intermediary because as a foundation we are not authorized to distribute funds to non-qualified donees and Journey Home does not currently have charitable status. Ki-Low-Na Friendship Society has offered to be the new intermediary for 2023-2024.

Sandra explains that we require a motion for the distribution of the remaining CCI funds in the amount of \$80,850 and the approval of Journey Home to continue being the Coordinated Access lead through 2023-2024. She explains that CCI funds are intended to be used for Coordinated Access. Journey Home remains the Coordinated Access Lead for Kelowna. Ki-Low-Na has agreed to be the intermediary for the next fiscal year.

Don makes a motion is made to release the funds of \$80,850 and that journey home remain in the role of coordinated access lead for 2023-2024.

Seconded by Elaine; Carried

11. Final Summary – Close

Sandra thanked everyone for their attendance, the meeting was adjourned at 12:14pm.

Next meeting date June 22, 2023. Location: Virtual Zoom Meeting.