



MUNICIPALITY OF ANCHORAGE
Housing, Homeless and Neighborhood Development (HHAND)
Advisory Commission
SUMMARY MEETING MINUTES
February 2, 2022
Minutes Approved



Call to Order

The Housing, Homeless and Neighborhood Development (HHAND) Advisory Commission meeting was initialized by S J Klein, Chair HHAND Commission at 4:02pm. The meeting was staffed by the Anchorage Health Department (AHD), Human Services Division (HSD), Community Safety and Development (CSD).

A. Roll Call & Introductions

Commissioners Present	Commissioners Absent	Presenters
SJ Klein, Chair Chelsea Owens, Vice Chair Wadeen Hepworth Julie Coulombe Kathy Henslee Josh Louwerse		
AHD CSD Staff	AHD HHS Staff	Guests
Kelly Isham, Community Systems Program Manager Jed Drolet, Senior Neighborhood Planner Valerie Madison, Senior Office Associate	Joe Gerace, Director David D’Amato, Deputy Director Andrea Nester, Housing and Homeless Services Program Manager	Peter Taylor, Habitat for Humanity Anchorage

B. Approval of February 2, 2022, Agenda as amended

MOTION: Chelsea Owens
SECOND: Kathy Henslee
DISCUSSION: Add Seward Highway Mobility Project under Transmittals
VOTE: Unanimous consent

C. Approval of January 5, 2021, Minutes as amended

MOTION: Wadeen Hepworth
SECOND: S J Klein
DISCUSSION: Add the conference number and Microsoft Teams info. to future agendas. Under Section G. Reports No. 2, Commissioner’s Comments a. iii. correction to funding dollar amount on the stickleback farm. Corrected funding amount \$75,000.00
VOTE: Unanimous consent

D. Old Business

Discussion regarding the three open commission seats and the need for continued recruiting efforts

E. New Business

1. Transmittals - Discussion regarding the premise of allotting time at each commission meeting to address and formulate opinions, amendments, resolutions etc., to present on behalf of the HHAND Commission - Create a template to help communicate topics for discussion effectively
 - i. Discussion took place regarding the Glenn Highway Mobility Project and was identified as an example of a subject for topics for the Transmittals section
 1. What are the impacts to housing, neighborhood, and economic development of the area?
 2. Concerns regarding the accessibility of submitting comments and what types of reconnaissance is being done?
 3. Origin and destination studies?
 - a. Draft studies do not appear to be capturing the many people that pass through the corridor that do not have cell phones – or may have a cell phone but do not have a service plan (phone traffic not captured in study)
 - b. Need for wider sidewalks and safer ways for persons to cross the highway
 - ii. Are the studies capturing all pedestrian and non-motorized data? Users of the corridor may not have adequate technology or cell service to be tracked in the reconnaissance. The HHAND Commission would like more information on whether that information is being captured or not.
 - iii. Action item to the Chair of writing a draft letter communicating the Commission's request for further information on the project studies and communicate changes, approvals etc., to that draft letter via email.
 - iv. AHD Director commented that the commission can communicate with the Assembly and Mayor's office. If the commission wants to do that through AHD, we can make that happen. The commission would then send correspondence, identifying that XYZ resolution was passed and request that it be sent to the Director's office and then on to the Assembly.
 - v. Clarification was made regarding the commission guidelines to utilize resolutions as the mode of communication to the mayor's office vs. submitting collaborative comments the HDR contract company on the highway project.

Chair made a motion to have the HHAND Commission provide a letter of comment on the Seward Glenn Mobility Project

MOTION: Josh Louwerse
SECOND: Wadeen Hepworth
DISCUSSION: Adjustment of phrasing the questions/comments/concerns/interests for HDR & the public comment process on the project draft
VOTE: Motion passed

Chair made a motion to amend language of the letter of comment on the Seward Glenn Mobility Project

MOTION: Commissioner Louwerse
SECOND: Commissioner Hepworth
DISCUSSION: Using the word “concerned” vs. “interested”
VOTE: Tied – motion failed to pass

- vi. Discussion regarding the internet access and other means by which the public can provide comments on the project. The HDR website provides contact information, meeting notices, and a list of other ways participants can submit comments aside from the internet.

Commissioner Henslee made a motion to amend the language of the letter with regard to dropping the internet access as a talking point

MOTION: Commissioner Henslee
SECOND: Commissioner Louwerse
DISCUSSION: HDR has offered multiple means to submit comments
VOTE: Motion passed

Chair made a motion to amend the second half of the commission letter include a request for field observation (1) to (2) days of field observation to confirm the non-motorized surveillance that they have conducted

MOTION: Commission Coulombe
SECOND: Commissioner Louwerse
DISCUSSION: Discussion regarding what that field observation entails – counting the number of persons that passed by and comparing those numbers to the data gathered in the HDR draft report – timeline expectations, cost of the commission’s ask on that task?
VOTE: Motion passed

- vii. Discussion around having the commission make comments at every stage of the project process. And brief talk about disinvestment and safety concerns at intersections. Tabled conversation for a Worksession.

Chair made a motion to table the topics of disinvestment and intersection safety concerns to a Worksession

MOTION: Commissioner Coulombe
SECOND: Commissioner Louwerse
DISCUSSION: Worksession by email or through teams – for vote
VOTE: Motion passed

2. Commissioner Coulombe presented proposals and topics for discussion

- i. Scheduling a Worksession to lay out commission priorities for the year and apply some action items to goals. Chair provided some background information for new commission members regarding the previous Worksession held October 5, 2021. Next HHAND Worksession scheduled for February 22, 2022, from Noon – 2:00pm. Location TBD.
- ii. Homelessness issue – Seeking direction on how the commission wants to address it. Discussion around having a standing subcommittee that can propose action when needed and come to the HHAND Commission meetings prepared with resolutions and opinions or at least be prepared to discuss relevant talking points. Chair requested interest in assisting Commissioner Coulombe with the tracking of issues, policy changes etc. Commissioner Louwse expressed an interest in participating in a subcommittee. Commissioner Coulombe summarized a couple of meetings she attends and offered to report back information to the HHAND Commission as needed. Chair delegated Julie Coulombe and Josh Louwse as co-chairs of the subcommittee on homelessness, tasked with reporting back to the HHAND Commission.
- iii. Request for information regarding the Sunset Audit. Chair provided a brief overview of past audit reports. An independent entity reviews records to ensure that the HHAND Commission is meeting its obligations under the set guidelines.

5:30pm. Point of order Chair made a motion to extend the meeting (5) five minutes

MOTION: Commission Henslee
SECOND: Commissioner Coulombe
DISCUSSION: None.
VOTE: Unanimous consent

F. Public Comments

None.

G. Reports

1. Subcommittee Reports

- a. Commissioner Hepworth provided a brief overview of the flyer she and Commissioner Owens have been working on to share with the public. Commission members were encouraged to share with contacts accordingly.
- b. Discussion regarding the establishment of a subcommittee to track the process of the homelessness plans (addressed earlier in the meeting).

2. Commissioner’s Comments

- a. Commissioner Hepworth requested feedback from Kelly Isham regarding information gathered from her inquiry regarding a BNB property and funding sources. He provided a brief overview received from the Department of Development Services and agreed to provide contact information to the commission for further inquiries on the subject.
- b. Commissioner Coulombe reached out to the Landlord Partnership and requested they have a member provide a presentation at the next HHAND Commission meeting.

3. MOA Representative Reports

- a. CSD will send out correspondence to the commission highlighting pertinent dates for public comment periods and any Action Plan or Con Plan changes. Jed reported on the upcoming Public Hearing scheduled for February 15, 2022 from 3:30-4:30p.m. and encouraged participation. He also provided the email address created to capture comments: AHDCSDPlans@anchorageak.gov Commission members had previously requested more information on CDBG and/or HUD money – further discussion was tabled to next meeting.

Chair made a motion to extend the meeting for five minutes past the normally scheduled end time of 5:30pm

<u>MOTION:</u> Commissioner Henslee
<u>SECOND:</u> Commissioner Coulombe
<u>DISCUSSION:</u> None
<u>VOTE:</u> Unanimous consent

E. Adjourn – Chair made a motion to adjourn

<u>MOTION:</u> Commissioner Henslee
<u>SECOND:</u> Commissioner Louwerse
<u>DISCUSSION:</u> None
<u>VOTE:</u> Unanimous consent

Meeting adjourned at 5:37pm. The next HHAND Commission meeting is scheduled for March 6, 2022, from 4:00 – 5:48 pm., at 825 L Street, Conference Room 423, and through Microsoft Teams.