



**MUNICIPALITY OF ANCHORAGE**  
**Housing, Homeless and Neighborhood Development (HHAND)**  
**Advisory Commission**  
**SUMMARY MEETING MINUTES**  
**April 6, 2022**  
**Approved Minutes**



**Call to Order**

The Housing, Homeless and Neighborhood Development (HHAND) Advisory Commission meeting was initialized by Chair S J Klein at 4:01pm. 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
<b>SJ Klein, Chair</b> <b>Chelsea Owens, Vice Chair</b> <b>Julie Coulombe</b> <b>Kathy Henslee</b> <b>Josh Louwerse</b>	Currently (4) vacant commission seats	Jonathon & Holly Cannon with AK Generation Rehabilitation Tiny Homes canceled & rescheduled for May 4, 2022, meeting
AHD CSD Staff	AHD HHS Staff	Guests
Kimberly Rash, AHD Deputy Dir., Admin. Services Div. Mgr. Kelly Isham, Emergency Preparedness PM/AHD Safety Office Community Systems PM Jed Drolet, Senior Neighborhood Planner Valerie Madison, Senior Office Associate	Andrea Nester, Housing, and Homeless Services PM	Anita Baker, CED Jessica Parks, RurAL CAP Brett Young, RurAL CAP

**B. Approval of Order of Business**

<b>MOTION:</b> Commissioner Kathy Henslee
<b>SECOND:</b> Commissioner Julie Coulombe
<b>DISCUSSION:</b> None
<b>VOTE:</b> Unanimous Consent

**C. Approval of 2/02/2022 Meeting Minutes**

<b>MOTION:</b> Vice Chair Chelsea Owens
<b>SECOND:</b> Commissioner Henslee
<b>DISCUSSION:</b> None
<b>VOTE:</b> Unanimous Consent

**Approval of 2/22/2022 Worksession Meeting Minutes as recorded meeting had quorum**

<b>MOTION:</b> Commissioner Coulombe
<b>SECOND:</b> Commissioner Josh Louwerse
<b>DISCUSSION:</b> None
<b>VOTE:</b> Unanimous Consent

Kelly Isham requested the floor to introduce a new employee and meeting attendee. Kimberly Rash, AHD Deputy Director and the Division Manager for Administrative Services introduced herself and provided a brief background and work history.

Chair then recognized greeting all guests and attendees. Introductions.

**Approval of 3/02/2022 Minutes for post - no quorum**

<b>MOTION:</b> Commissioner Louwerse
<b>SECOND:</b> Commissioner Henslee
<b>DISCUSSION:</b> None
<b>VOTE:</b> Unanimous Consent

**D. Old Business**

- a. Transmittals – time reserved for the commission to refine relevant talking points/resolutions.
  - i. Sullivan Arena Exit Strategy - Discussion took place surrounding concerns with the current timeline and the overall duration of the extended use of this public facility for sheltering purposes.
    - 1. Not favorable to rush the exit strategy, if it is not going to provide adequate services and shelter to the people being served there.
    - 2. Not favorable that focus be on the critical and immediate, at the expense of long-term solutions.
    - 3. Concern that possible upcoming ESG, HOME funds etc., will all be directed at the exit strategy rather than at some of the existing supporting partnerships.
    - 4. Brief overview of the existing properties being utilized outside of the Sullivan and the partners that are gathering around the work that needs to be done.
    - 5. Population of those experiencing homelessness being made up of all kinds of persons with varying struggles; economic, under-met mental health needs, substance abuse/misuse problems, and many with co-occurring issues adding to the complexity of creating a multi-tiered framework of different types of needed interventions/assistance.

**Motion to draft a resolution addressing the homeless issues in relation to the Sullivan Arena Exit Strategy with the June 30<sup>th</sup> deadline – further discussion tabled for email correspondence & vote**

<b>MOTION:</b> Julie Coulombe
<b>SECOND:</b> Chelsea Owens
<b>DISCUSSION:</b> Draft further discussed via email send cc's to: <a href="mailto:Valerie.madison@anchorageak.gov">Valerie.madison@anchorageak.gov</a> .
<b>VOTE:</b> Unanimous Consent

## E. New Business

- a. Commissioner Louwrese provided an overview of personal and program experience regarding the cell phone usage amongst those experiencing homelessness. The discussion stemmed from a previous monthly meeting where questions were posed regarding the capturing of planning data through the implemented planning surveys/studies.
  1. Dollar to dollar phone usage may have phone usage, but not necessarily a plan that allows them access to such surveys
  2. Relationship building hindrances, especially if from rural areas – often reluctant to participate in signing up for anything
  3. Often hopping from Wi-Fi to Wi-Fi to access usage to be able to text/call
  4. Difficulty in securing charging locations
  5. Loss/theft

Josh also provided an update on some of the ongoing projects at Covenant House – including 41 Micro Apartments and a Training Center.

Discussion took place regarding the types of funding being utilized for those types of projects. Funding included but was not limited to Cook Inlet Housing, federal relief funding, department of labor monies, and voucher dollars. CSD staff noted that those are good examples of the types of projects subrecipients consider submitting for the upcoming Action Plan considerations.

- b. Jonathon and Holly Cannon had to cancel their scheduled presentation for this timeslot, but offered to reschedule for May 4, 2022, should the commission body agree.

## F. Public Comments

- a. RurAL CAP staff expressed appreciation for the assistance from MOA, AHD throughout the years.
  1. Brief overviews on project status of the ongoing Karluk Manor renovation and Sitka Place locations.
  2. Appreciation expressed for consideration of current projects in lieu of being “sacrificed” for spinning up new programs. Older buildings require significant ongoing maintenance to safeguard their housing preservation and accessibility modification needs.

## G. Reports

### Subcommittee Reports

- a. Community Council Meetings – holding pattern to incorporate timely coordination with the drafting of the Action Plan.
- b. Homelessness Committee – Julie Coulombe and Josh Louwrese
  1. Josh reported that he attended the homeless committee meeting and there was a lot of time spent on an interim HMIS system and the input. CSD and HHS staff provided a brief overview of how the system is used as an important tool that allows housing agencies to in the state to have real time data on individuals regard their situation and identify specific needs.

c. Commissioner's Comments

1. Discussion continued noting Wadeen Hepworth's notice of resignation leaving now (4) vacant seats on the commission and the intent to try and fill those seats with persons with some housing development and are well-versed in Title 21. In addition, we have a shortage of underrepresented neighborhoods.
  - i. Terrence Shanigan was present and provided some administrative updates:
    - Reported concern to the mayor and the chief of staff's office regarding the need to fill the (4) vacancies for the commission to more readily be obtain a quorum.
    - Requested that any nominated persons names and contact information be directly forwarded to him.
    - Mission/plan to assist in filling the (4) vacancies in the next (2) cycles through the assembly.
    - Ensure that any interested persons get on the Boards & Commissions website and complete an application form. [Please click here to apply.](#)
  - ii. Andrea Nester suggested Jessica Parks with RurAL CAP as a possible nominee for a HHAND commission seat. Jessica was in attendance and indicated an interest in applying for the commission.
  - iii. Chair encouraged commission members to share his contact information to inform those interested about the commitment and understanding of the goals set forth by the commission.
    - Vice Chair notified commission of a planned absence from the May 4, 2022, commission meeting.

d. MOA Representative Reports

1. CSD provided updates to the CAPER and Action Plans. A brief discussion took place with general Q&A.
  - i. 2021 CAPER submitted to HUD 3/31/2022.
  - ii. Public Hearing took place 3/21/2022 – no one attended. The CAPER report is more of a report on what “we have done” opposed to “what we are planning to do.”
  - iii. 8/16/2022 hard deadline for Action Plan submittal to HUD.

**Motion to adjourn the meeting was made at 5:29pm.**

<b><u>MOTION:</u></b> Chelsea Owens
<b><u>SECOND:</u></b> Josh Louwerse
<b><u>DISCUSSION:</u></b> None
<b><u>VOTE:</u></b> Motion passed

Meeting adjourned at 5:29pm. The next HHAND Commission meeting is scheduled for May 4, 2022, from 4:00 – 5:30 pm., at 825 L Street, Conference Room 423, and through Microsoft Teams.