



**MUNICIPALITY OF ANCHORAGE**  
**Housing, Homeless and Neighborhood Development (HHAND)**  
**Advisory Commission**  
**SUMMARY MEETING MINUTES**  
**December 1, 2021**  
**Final Approved**



**Call to Order**

The Housing, Homeless and Neighborhood Development (HHAND) Advisory Commission meeting was initialized by S J Klein, Chair HHAND Commission at 4:17pm. 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	Guests
<b>SJ Klein, Chair</b> <b>Chelsea Owens, Vice Chair</b> <b>Wadeen Hepworth</b> <b>Josh Louwerse</b> <b>Julie Coulombe</b> <b>Kathy Henslee</b>  <u><b>AHD, CSD Staff</b></u> David T. D’Amato, AHD General Services Manager Kelly Isham, Community Systems Program Manager Jed Drolet, Senior Neighborhood Planner Valerie Madison, Senior Office Associate		Peter Taylor, Habitat for Humanity Anchorage

**B. Approval of December 1, 2021, Agenda**

<b><u>MOTION:</u></b> Commissioner Wadeen Hepworth
<b><u>SECOND:</u></b> Commissioner Josh Louwerse
<b><u>DISCUSSION:</u></b> None
<b><u>VOTE:</u></b> Motion carried

**C. Approval of November 3, 2021, Minutes**

<b><u>MOTION:</u></b> Commissioner Josh Louwerse
<b><u>SECOND:</u></b> Commissioner Wadeen Hepworth
<b><u>DISCUSSION:</u></b> None
<b><u>VOTE:</u></b> Motion carried

#### **D. Old Business**

1. Introductions extended for new HHAND members: Julie Coulomb and Kathy Henslee.
2. Chair sent Kelly Isham correspondence outlining the questions/concerns the HHAND Commission would like to discuss pertaining to the MIT and AFD administrative changes. Chair provided background behind the Commission's interest in having an appointed speaker provide information to the commission on the issues related to the MOA budget last month pertaining to the MIT APD outreach and another group under AFD. Discussion took place regarding the difference between the two – where there may be redundancy and where there may be gaps.
  - a. Julie and Kathy offered to reach out to those managing the mobile crises issues for a “deeper-dive” discussion on the circumstances.
3. Jed Drolet, Senior Neighborhood Planner with CSD provided an overview of the 2022 Action Plan & the 2023 Consolidated Plan. Programs covered CDBG, HOME, ESG, HTF.
  - a. CDBG - primarily non-housing projects, capital projects, like buildings, operating costs of services, rehabilitation of buildings – for the most part non-housing
  - b. HOME – housing – building of housing (i.e., TBRA Tenant Based Rental Agreements)
  - c. ESG – primarily programs surrounding shelter activities
  - d. HTF – building housing – primarily funded by Fannie Mae & Freddie Mac – Federal Housing Finance – of which we are a subrecipient.
  - e. CSD is currently defining specific projects & programs to fund with 2022 awards, while simultaneously doing outreach and gathering ideas for new programs & projects. Jed will plan to provide updates at each monthly meeting.
    - i. Commission plans to gather suggestions/ideas with a position and goal in creating a more evenly distributed funding-plans.
    - ii. Diversify the type of interventions to provide.
    - iii. Review ACEH GAP analysis for further understanding of the needs.
  - f. Discussion took place regarding overview provided.
    - i. Question re: Brother Francis Shelter Fence project – What is the status of that project? - Jed will try to follow up with Larry Stokes regarding the status.
    - ii. Question re: accountability upon those receiving funding awards? CSD staff outlined the stringent contractual agreements put in place that are required by HUD. Each of the funding source types have different safeguards in place for appropriations of awarded funds.

#### **E. New Business**

None.

#### **F. Public Comments**

Peter Taylor with Habitat for Humanity greeted attendees and commented on the helpful information provided by the meeting.

#### **G. Reports**

4. Subcommittee Reports
  - a. Chelsea Owens, Vice Chair provided an overview of the HHAND Commission's October 5, 2021, work-session that took place at The Nave 3502 Spenard Road.
  - b. Discussion took place regarding overview presented.

- i. Highlighted plans to create a flyer outlining the importance of filling vacant commission seats. Exploring – purpose of flyer, target audience, informational for public re: HHAND Commission goals. Original intent was to assist in recruiting for commission seats.
- ii. Discussion took place around sharing the information with community councils – Wadeen to follow up email correspondence with new commission members toward that end. Recap – concept of having some type of marketing material to share with those who might be interested in contributing to the commission goals.

5. Commissioner’s Comments

6. MOA Representative Reports

- a. CSD will send out correspondence to the commission highlighting pertinent dates for public comment and any Action Plan changes.

**H. Adjourn – Chair motion to adjourn**

<b><u>MOTION:</u></b> Commissioner Josh Louwerse
<b><u>SECOND:</u></b> Commissioner Wadeen Hepworth
<b><u>DISCUSSION:</u></b> None
<b><u>VOTE:</u></b> Motion carried

Meeting adjourned at 5:16pm. The next HHAND Commission meeting is scheduled for January 5, 2022, from 4:00 – 5:30 pm., at 825 L Street, Conference Room 423, and through Microsoft Teams.