



**MUNICIPALITY OF ANCHORAGE**  
**Housing, Homeless and Neighborhood Development (HHAND)**  
**Advisory Commission**  
**SUMMARY MEETING MINUTES**  
**August 5, 2020**  
**DRAFT**



**Call to Order**

The Housing, Homeless and Neighborhood Development (HHAND) Advisory Commission was called to order at 4:09 p.m. using teleconference line (907) 343-6060.

The meeting was staffed by the Anchorage Health Department (AHD), Human Services Division (HSD), Community Safety and Development (CSD).

- I. Roll Call – Official Roll Call took place at 4:16p.m. when the meeting reached a quorum. The August Agenda was amended and approved. The June Minutes were approved. The July Minutes were amended and approved.**

Commissioners Present	Commissioners Absent	Guests
<b>S J Klein, Chair</b> <b>Chelsea Owens, Vice Chair</b> <b>Niki Burrows</b> <b>Noel Rea</b> <b>Giovanna Gambardella</b>  <u><b>AHD, CSD Staff</b></u> Janet Johnston, Community Systems Program Manager James Boehm, Senior Neighborhood Planner Valerie Madison, Senior Office Associate		Peter Taylor, Anchorage Habitat for Humanity Jasmine Boyle, ACEH Melissa Hernandez, ACEH Ruth Schoenleben, Nine Star

**II. Approval of August 5, 2020 HHAND Agenda**

<b><u>MOTION:</u></b> Commissioner Rea
<b><u>SECOND:</u></b> Commissioner Owens
<b><u>DISCUSSION:</u></b> None
<b><u>VOTE:</u></b> Unanimous

**III. Approval of June 3, 2020 HHAND Minutes**

<b><u>MOTION:</u></b> Commissioner Rea
<b><u>SECOND:</u></b> Commissioner Owens
<b><u>DISCUSSION:</u></b> None
<b><u>VOTE:</u></b> Unanimous

**IV. Approval of HHAND July 1, 2020 Minutes**

<b><u>MOTION:</u></b> Commissioner Burrows
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<b>SECOND:</b> Commissioner Rea
<b>DISCUSSION:</b> None
<b>VOTE:</b> Unanimous

## V. Conflict of Interest

None

## VI. Public Comments

Vice Chair Owens opened the meeting. Old Business was deferred to a later time in the meeting as members waited for a quorum.

A brief discussion took place regarding the difficulties of reaching quorum with so many Commission seats empty at this time.

Attendee Jasmine Boyle provided commentary to the GAP Analysis report completed earlier this year. She indicated that the report is a good tool; but noted that the research was conducted pre-pandemic. There are now concerns for a new group of individuals who are potentially facing homelessness due to the consequences of the pandemic. She expressed an interest in developing a partnership between the ACEH and the HHAND Commission to address some of the needs of these “new homelessness” issues arising. With the CARES money we may have a potential for some prevention measure to prevent further homelessness.

She explained that there is a need to bring awareness to the community of what is happening with the pandemic and the perception of what homelessness is like. There are now people who, prior to the pandemic never expected to become homeless. They had been able to live paycheck to paycheck and month to month; but are being faced with choosing between buying food and paying rent.

Commission members and guest attendees expressed an interest in reviewing the issues mentioned further. She agreed to return next month, to present the GAP Analysis findings and forecasting needs anticipated for the next coming months.

Following Public Comments, the meeting was still without a quorum. The Vice Chair invited the presenters to share the Subcommittee Reports outlined in the Agenda.

## VII. Reports

### A. Subcommittee Reports

#### a. Project Subcommittee:

- i. Giovanna Gambardella reported that she was in contact with both AK Generations and Rose Hubbard and that they plan to schedule project updates utilizing virtual meeting platforms.
- ii. Project update meetings will likely be scheduled during evenings and/or on Saturdays. Giovanna agreed to communicate meeting specifics as they develop and relay that information to Commission members.

#### b. MOA Representative Reports

- i. James Boehm provided an overview of the Substantial Amendment most recently passed by the Assembly regarding the 2018 – 2019 Action Plans and included parts of the 2020 Action Plan.

- ii. Janet Johnston provided an overview of the COVID-19 CARES monies and how MOA plans to allocate it.
- iii. Discussion took place regarding the CARES money and the (4) properties MOA has proposed to purchase utilizing some of that funding.
- iv. A question was posed to Janet regarding how the allocation needs were identified.
  - 1. Advisory Committees
  - 2. GAP Analysis Reports

## VIII. Old Business

- A. At 4:16p.m. the meeting reached a quorum.
  - a. Roll call.
  - b. August agenda amended and approved.
  - c. June Minutes approved.
  - d. July Minutes amended and approved.
  - e. No opposition.
  
- B. General discussion regarding finalizing the submittal of the HHAND Commission Report to the Assembly.
  - a. The Chair made a motion to continue formulating member comments to finalize the draft report for submittal to the Assembly via email.
  - b. Niki Burrows seconded.
  - c. No opposition.
  - d. Motion carried.
  - e. Chair to resend draft report to Commission members for review and comment immediately following the meeting.
  
- C. Discussion took place regarding AO 2020-66 Resolution and Commission's stance on that Resolution. Commission members agreed that more information is needed to be more informed about the project.
  - a. Commissioner Rea made a motion to have the HHAND Commission authorize the Chair to communicate to the Assembly of the interest to have them work with the HHAND Commission regarding the planning process to at least engage in conversation for the plans forward following the purchases.
    - i. Commissioner Burrows seconded the motion.
    - ii. The Chair then made a motion to amend the language of the original motion to be as follows: A motion to authorize the Chair or a designated representative to communicate to the Assembly a desire and intent for the HHAND Commission to be involved in the planning process for the funds on a continuing basis for AO 2020-66.
    - iii. Burrows made a motion to approve the amended language of the original motion.
    - iv. Rea seconded the motion.
    - v. No opposition.
    - vi. Motion carried.
  
- D. Discussion regarding vacant Commission seat members.
  - a. Janet provided an overview of the Commission guidelines and the outlined profiles for seat appointments.

- b. S J indicated that he has been in contact with a few individuals who may be interested in seat appointments. He agreed to forward their contact information to Janet, to follow up with them regarding the application process.
- E. Social media discussion regarding the AHD webpage being used as a tool to create more visibility about current events such as the need for seat commissions.

### **VIII. New Business**

- A. Discussion regarding Annual Financial Disclosure for 2020 being due. AHD to send out the disclosure form via email to Commission members and record signatures through DocuSign.
- B. Commission reappointment renewals were confirmed by Noel Rea and S J Klein.

### **IX. Commissioner's Comments**

- A. Giovanna recommended accepting Jasmine's offer earlier in the meeting to present in further detail the findings of the GAP Analysis Report at an upcoming HHAND Commission Meeting. Suggestion was supported unanimously.
  - a. ACEH confirmed to schedule a representative to be available at the September 2, 2020 HHAND Commission Meeting to present details on the GAP Analysis Report.
  - b. Janet discussed the MOA's intent to use the CDBG COVID funds for public service related to homelessness, housing, shelter operations support, and case management. They are also putting a project together that is geared more toward homeless outreach, and will have more details regarding details once those funds are available.
  - c. S J requested that members submit their final comments to the draft HHAND Commission Report via email at their earliest convenience.
  - d. Janet provided notification of her transition into a new role as epidemiologist.
  - e. James and Valerie are to provide continued support during the interim.

### **X. Adjourn**

Chair made a motion to adjourn. Noel seconded the motion. The meeting was adjourned at 5:30p.m. by Commission Chair Klein.

Next meeting is Wednesday September 2, 2020 via teleconference from 4:00 – 5:30pm.