**DRAFT MEETING NOTES – CAC REVIEW/APPROVAL PENDING**

**Interbay Safe Harbor CAC Meeting Minutes**

**January 7, 5-6:30**

**Location: DESC Interbay Place, 2208 15th Ave W, Seattle WA 98119**

CAC Members: Niki Amarantides, Dana Dunlin, Pastor Joy Haertig, Libby Stevenson, Janis Traven, Lisa Verner, Sue Olson, Mick Schultz

**Attendance:** Niki Amarantides (SPU and Magnolia resident); Kathy Boor (Speak Out Seattle); Sue Olson (Magnolia Ecumenical Council); Libby Stevenson (Magnolia resident); Lisa Verner (Magnolia resident); Mick Schultz (Port of Seattle);

Lisa Gustaveson (City of Seattle); Karen Ko (City of Seattle); Ashley (new LIHI case manager); Stephanie, LIHI supervisor for case management; Josh Castle (LIHI, Director of Advocacy & Community Engagement).

Interbay Safe Harbor resident elders: Joseph (Panda) and Jennifer

1. Introductions
2. Corrected and approved the minutes from Dec. 3 meeting
3. **Village resident report:**

* Currently there are 37 campers: 31 males and 6 females (including 1 female 15 year old currently attending NOVA high school. CAC member contact McKinney Vento office about her transportation needs in Dec 2018).
* 3 residents moved to Glen Apartments (permanent housing). 6 self-exits. Leaving 4 open cabins. Joseph and Jennifer underscored again the need for dorm tents in order to vet new residents re. rules, sobriety, and violence at this high-barrier village.
* Elected new officers; new bookkeeper is Walter (who is also holding 2-3 other jobs). LIHI Site Coordinator for Safe Harbor responsible for records; currently only Joseph’s laptop is available for camp business and camp documents (including rules/consequences).

1. **Case Management Report:**

Ashely and Ali will be providing case management for Safe Harbor. She was introduced by Stephanie, her LIHI supervisor. Ashely was just recently hired, previously determining eligibility for TANF clients, has been training and job shadowing.

* Question raised by CAC re. bus tickets that had been allocated for camp but when management changed, the bus tickets went with previous camp managers. Dec. application was made and awaiting Jan decision for bus tickets.
* Each case manager is responsible for Milestones: spreadsheets that show documents needed for housing; referrals; jobs. Documents are not required to engage with case management.
* Discussion ensued re. the residents having barriers to obtain documents and that case management needs to personally assist even with the LIHI policy to not provide transportation in personal cars.

1. **Village Development Report**

Interbay passed SEPA review; camp will expand. LIHI is now managing 9 villages with 400 individuals being served. Three villages have opened each year (2017, 2018, and 2019). Lease with Port is for 1 year; lease began Nov. to Nov. The camp will now expand to 18,000 square feet from 12,000 square feet. LIHI will submit a new site plan for Interbay. City holds lease with Port; will pull water from Ports America; hygiene trailer is ordered. Budget has been proposed.