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

**TC Spirit Village CAC Minutes**

**Date / time:** September 1, 2020, 6:00 - 7:30 pm

**Location:** Virtual Zoom Meeting

**Members attending:** Carolyn Riley Payne, Linda Roberson, Katie Campbell, Juliette Dubroca

**LIHI Staff attending:** Josh Castle, Becca Finkes, Deanna James-Lopez, Erica Merritt, Amanda Eason, Maddie Harris

**City Staff attending:** Shawn Neal

**Note Taker:** Becca Finkes

**Topics:**

1. Introductions
2. Approval of August meeting minutes
	1. A couple of edits discussed and approved
3. Discussion about Special CAC Meeting
	1. Review of notes from this meeting - CAC members met to develop ideas to support village
		1. Health/fitness classes
		2. Resume/interview/skill building support
			1. Juliette would like to support this
		3. Clothing room - how to renovate this space into an all purpose space (computer, art supplies, board games)
		4. Village library
			1. Juliette is going to connect with Pastor Willis about this
		5. Community garden (flowers and food)
		6. Bulletin board with village information
			1. This has been ordered
		7. Computer donation for resident use
			1. Juliette to support this
		8. Donation outreach
		9. Washing machine update?
			1. Deanna confirms it has been replaced and is functioning
		10. Working with the new volunteer coordinator (Welcome, Amanda!)
		11. Seeking further understanding of intended “legacy” of CAC
	2. Carolyn requested to potentially connect with CAC’s of other villages throughout Seattle
4. Village Management Report
	1. Working towards opportunity to gather together on Labor Day
	2. Breakfast and dinner served by Operation Sack Lunch
	3. Ordered new cookware for residents to use
	4. Donation request for haircare products, baby oil, feminine hygiene supplies
	5. Working on efforts to beautify village (installing flower planters, keeping porches clear and clean)
		1. Garden was not approved in order to not attract pests
			1. Josh notes this could be revisited as other villages have gardens
	6. Carolyn requested policy for residents’ belongings in the case of abandonment
		1. Village retains items for 30-45 days, and personal items indefinitely
	7. One domestic violence incidence (one individual was exited, the other is transferring to alternative village)
5. Case Management Report (Erica)
	1. Appropriate referrals are key - some individuals are not interested in the program and abandon their unit
	2. Staff are fostering community within the village
	3. 2 village residents were asked to exit the village, Erica supported them through the appeal process and they are continuing to stay in the village
		1. Residents have resolved conflict
	4. 1 resident moved into an apartment
	5. 2 residents have housing vouchers, referral is in process:
		1. Snohomish County (Everett)
		2. Denny Park
	6. No vacancies in village
	7. Therapeutic Health Services came by - incentivizing residents to engage with their mental health services (6 residents signed up so far)