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

# Agenda:

1. Introductions
2. Discussion of CAC goals and overview of village/program/history
	1. Meetings will typically be monthly and usually 1 ½ hours long. Most current CAC’s meet around 4/5pm. (**Note**: LUV CAC will be meeting at 1pm on the Second Tuesday of each month- at least for the time being)
	2. Code of Conduct for Lake Union Village Provided to community members
3. Discussion of CAC Positions
	1. Chair (Temporary- Josh Castle)
	2. Minute Taker: Manpreet Kaur Sandhu
4. Village Management Report
	1. This is the first village where the city is funding Lifelong to provide the case management. Lifelong will provide the case management whereas LIHI is supporting the day to day operations. Lifelong is primarily a health agency with a history of working with individuals with HIV/AIDs- they take a holistic approach when working with individuals.
		1. Seattle is one of the only cities in the country doing this model so we are learning from our own experiences.
		2. First residents started October 29th- there are 22 houses and should be filled up in the coming weeks.
	2. The village will have a CDP (chemical dependency professional)- Sean Watkins with Lifelong- and will be adding a LMHC (licensed mental health counselor). The village will also have a direct connection to Valley Cities.
5. Case Management Report
	1. Shelby Henkel- Special Projects Manager with LIHI: there are currently 15 residents in the camp. 2 couples and 2 dogs. The camp is working on laundry, changing locks, setting up a chore list; all the residents will be responsible for keeping the village clean 7 days a week. The disciplinary chart is a work in progress. There is another case manager who was not present at this meeting but Shelby has previously worked at 2 of the other villages. There are also 4 other staff organizers who serve as Shelby’s eyes and ears when she is not at the village.
	2. OSL (Operation Sack Lunch) will be providing dinner around 5 pm each day. Three to Four trayfuls of food. Meals will be everyday but breakfast/lunch donations would be helpful. Working with connecting with local businesses that may be able to provide extra food/ holiday dinner.
6. Open Discussion
	1. What are people’s life like when they are at the village?
		1. Each morning the Navigation team meets at the EOC center to identify where the best places are for people to move to. The REACH staff are contracted by the city and responsible for referring a person to the village.
		2. Once they make the decision to move we give them a couple of days to get settled in and start talking to them about case management within 3-5 business days. They are given a numerical score used to identify how vulnerable someone is and establish a short term/long term plan.
		3. Individuals that need longer term case management (substance abuse or mental health issues) will be recommended to be placed into housing where they have access to those services.
	2. What does follow-up look like once people move out of the village?
		1. City of Seattle holds contracts with LIHI and Lifelong that have performance targets. The goal for permanent housing is 90 days but typically we are looking at 120 days.
		2. We don’t know what the physical follow-up will be, but individuals will continue to have access to case management services even once they are no longer at the village itself.
	3. One of the key differences for this village is the programmatic structure- we don’t always require this much of residents but have found it helps to develop positive outcomes. LUV requires active engagement from the residents; we may be developing a partnership to paint over the graffiti by MAACO. The program has active engagement with local SPD precinct, they will be stopping by, getting to know the staff, etc.
	4. Each of the houses has electricity, is well insulated and has smoke and carbon monoxide detectors. The village has ADA ramps, a large hygiene trailer.

**Next Meeting: Tuesday, December 11, 2018 at 1 pm.**