**Othello Village Community Advisory Committee (CAC) Minutes**

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| CAC Name: | Othello Village |
| Date: | 06-13-2019 |
| Meeting Location: | Le’s Deli and Bakery |
| CAC members present: | Dick Burkhart, Eliana Scott-Thoennes, Jesiah Wurtz |
| OV residents present: | Sean Smith, Faith Ivey, Dylan McDaniel, Allen Martin, Ashley Roberts, Bruce Gogel, Tanya Hackett |
| Nickelsville staff present: | Marvin Futrell |
| LIHI staff present: | Cierra Brown, Josh Castle, Bradford Gerber, Chris Brand, Jose Ruiz, Seth McMahill |
| City of Seattle staff in attendance: | Shawn Neal |
| Members of the public in attendance: | none |
| Note taker: | Eliana Scott-Thoennes |

1. **Introductions, community norms, and discussion of the May minutes.**   
   The minutes of the May meeting were reviewed and approved.
2. **Public Comment:**  None
3. **Updates from Othello Village Residents:** 
   1. Needles have been seen in the trash cans, but no one has been barred.
   2. There was a big argument between a new resident and some old residents. The new resident moved elsewhere in the village, but people didn’t feel LIHI had solved the problems satisfactorily.
   3. There have been a lot of strangers in the camp, and some people coming over the back fence and three break-ins have occurred, TVs and other items were stolen, and tools were stolen off a porch. LIHI put an alarm on the back gate, but LIHI paid security has not been effective. Some have been seen sleeping on the job or watching TV.
   4. The case manager’s office (outside of the village) was broken into. Papers were strewn about and there are concerns about whether people’s personal information might have been compromised, but no answers from LIHI.
   5. Food hasn’t been properly stored by LIHI and litter isn’t being cleaned up. As a result, there have been a lot of rats seen in the village. Lisa Gustaveson (HSD) said the rat eradication company needed to be checked with.
   6. There are concerns about unnecessary or unfair allocations of tiny houses including: a house being used as an office by the LIHI site manager, a house (#9) being left vacant, a new resident being given a house ahead of established residents living in tents, and a lack of clarity or transparency in allocation of houses.
   7. There are complaints/concerns about the recently appointed donations coordinator whom LIHI chose to replace the democratically elected one. He is a new resident, but was given a house. He also worked a LIHI security shift, which is seen as a conflict of interest.
   8. Wifi isn’t working, though other villages still have it.
   9. Tents aren’t being filled as they are vacated. There are rumors that LIHI plans to tear them down.
   10. Since people are hearing LIHI security and site manager saying untrue things about residents and aren’t seeing them addressing problems they’ve been told about there is reluctance to give them incident reports and fear of retaliation.
   11. There are a lot of rumors about (former?) LIHI employees Stephanie Endres, Richard Horne, and Curtis Pelugro, but no answers or explanations from LIHI. Residents want to know what happened to them.
   12. Weekly camp meetings run by LIHI have been poorly attended, sometimes with more LIHI staff present than residents.
   13. “The strike is continuing, but we are doing our part to be neat and clean and not quarrelsome”
   14. On 5/21 at a resident meeting LIHI said that, in response to the many complaints, Case Manager Billie Jean was being transferred, but she came back after that and was “verbally abusive” to residents before actually being transferred. Concerns were shared that transfer didn’t address the problems, and that this misconduct was not an isolated incident, but the most recent of many.
   15. A grievance policy was posted recently (there was not one before), but it doesn’t go up very far and there doesn’t seem to be a way to send grievances to HSD.
   16. In the past week 3 residents filed complaints about Billie Jean, but have not gotten responses.
   17. A man filed a grievance because his medical needs, including a CPAP, meant he needed to be moved to a tiny house, and he had notified both his case manager and the site manager, but was left in a tent as others without medical needs or families or equivalent seniority were moved into houses ahead of him. He was offered a space at another village, which he accepted.
   18. HSD has come three times to the village since 3/28. On 4/4 they heard a lot of complaints about LIHI. The next two times they came without notifying residents ahead of time. “it felt like an ambush”. They listened to the complaints of the residents who were available on such short notice, but did not take notes and do not seem to be taking any action based on what they heard. Residents don’t see a purpose in their visits if they ignore the complaints they hear. If HSD wishes to come in the future, residents want them to arrange it in advance with residents and to show that they have taken some action on previous complaints.
4. **LIHI Case Manager Report:**
   1. Residents: 28 men, 18 women, 8 couples, 8 families, 17 children
   2. Move ins: 1 man, 3 women, 1 couple, 2 families, 7 children
   3. Move outs: 4.
   4. We met Jose Ruiz, who has been filling in as a case manager. He described some programs he’s familiar with, including the option of getting HUD housing in other parts of the state or country.
   5. No police calls
   6. 1 empty house (awaiting bedbug treatment), 4 empty tents  
      Residents asked why the tents weren’t being filled. Chris said they violate fire code be being too close to the apartments. Residents and Nickesville staff said they were approved by the fire marshal when the village was established. The chair asked Josh Castle to send a copy of the violation notice to the CAC and Marvin Futrell to send a copy of the original inspection report.
   7. The fencing is overall in good condition, but needs some bracing.
   8. Conditions of grounds:  
      litter and cigarette butts are present in some areas(see below), no pet waste present, trash is bagged, recycling is sometimes being separated properly, visible pets are leashed, rats are visible and no traps are set (see below). Condition of pathways = okay, cleanliness of bathrooms= good, condition of kitchen= okay, security and visitor logs are current & complete.
   9. Chris said there has been a lot of trash and cigarette butts that he and other security have been picking up. Allen explained that trash pick-up had been part of ‘doing securities’ before LIHI brought in paid security, and he was confused to hear that listed as a complaint. Cierra said that before LIHI took over daily management, people had all been pitching in to take care of things, and that the strike has meant that isn’t happening.
   10. HSD contracts directly with Eagle Pest Control, which is contracted to come monthly, but has not been seen for a while. HSD has been notified.
   11. Chris said this was the first time he had heard the complaints and issues residents shared. He also explained that he was unfamiliar with how things used to be, and that given the strike, leadership and many residents aren’t communicating these things to him. There were some exchanges with residents that made it clear those residents prefer to share their complaints at the CAC meetings where they will be documented and witnessed rather than communicating them directly to Chris or other LIHI staff.
5. **OV Donation needs:**   
   Residents are working on a donations needed spreadsheet. It will be shared when it is completed.

Chris Brand shared a list of items he sees as needed:  
baby wipes & diapers, clothing & shoes (for men, women, and children (2-15), linens (towels, sheets, blankets, pillows), cleaning supplies (bleach, Lysol, 409, Pine sol), hand sanitizer, duct tape, coffee, sugar, & creamer, propane, paper plates & bowls, plastic cups, small hand tools (hammers, pliers, wrench, screwdrivers)

Seth said that there’s a need for hydrogen peroxide, Neosporin, gauze, etc as the children are playing outside on the concrete and are getting a lot of minor scrapes, etc.

1. **Explanation of Contract Monitor Role**:   
   Shawn Neal, from HSD, joined us to explain his role as contract monitor and to answer questions.

Shawn joined HSD in November of 2018 and helped draft the 2019 contract between LIHI and the City, in collaboration with LIHI, though there is some “boilerplate” language in all City contracts that ensures regulations are being followed.

In January he began taking on some of the role of the public health inspector (though he is not one) which involves using a very broad checklist which includes looking at hygiene supplies, cleaning supplies, etc. There has been another person (Leah) who is a trained public health official who has also been inspecting villages and Shawn has been learning from her how to apply the more broad topics. He has spoken with residents each time, but only informally. It was requested that he send copies of the 3 inspection reports for this year, and he committed to doing so.

He meets every 3 weeks with LIHI (it was more often earlier in the year). When he identifies concerns, he reports those to LIHI and to his supervisor.

When asked if he “monitors performance” he explained that there are some criteria (4-5) in the contract that he monitors. He distributed some copies of the contract for us to examine.

A resident asked if Shawn addresses resident complaints. Shawn said that residents can contact the City’s Customer Service Bureau (and he shared printouts with their contact information.) The CSB should route complaints connected to LIHI’s performance to Shawn’s desk for him to investigate. Shawn told us that he had not heard any of the complaints mentioned at today’s meeting before, including ones which have been reported, in writing, to HSD.

The chair asked to Shawn who his supervisor is (Adrienne Easter) and if he could share a copy of HSD’s org chart with the CAC so we can better understand the various sections and chains of command.

1. **Discussion of CAC village visits**

CAC members wish to set up regular times we can spend at the village. Residents will discuss this further over the next month and work with us on setting something up and drawing up some fliers to publicize it.

1. **Update on the city-wide CAC network**The second meeting will be held 6/17, with a particular focus on how to improve accountability.