**Whittier Heights CAC Agenda/Meeting Notes**

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| CAC Name: | Whittier Heights Village |
| Date: | **March 23, 2020** |
| Meeting Location:  | Zoom Call |
| Call to Order (time):  | 5:40pm |
| CAC Members in Attendance:  | Jean Darsie, John Lederer, Michelle Wicks, Zsuzsanna Larson, Jonathan Monillas |
| Permitted Encampment Members in Attendance:  |  |
| Operator Representatives in Attendance:  | Theresa Hohman, Lindsey Schoeneman |
| Community Members in Attendance:  | Maureen Brinck-Lund |
| City of Seattle Staff in Attendance:  |  |
| Recorder/ Note Taker:  | John Lederer |
| Previous Meeting Notes Approved:  | No |
| Previous Meeting Notes Posted:  | Will be soon when approved at <http://www.seattle.gov/homelessness/city-permitted-villages#whittierheightsvillage>  |

Meeting called to order at ~6:05p by Chair Amara.

**Previous Meeting Minutes**

The February meeting minutes were reviewed, and a motion to approve as drafted was offered by Michelle and seconded. The minutes were approved by unanimous vote.

**Village Management Report:**

Theresa reported that two new staffers were hired, Jeanette Causey and Francine Lopez, and they will soon be working at the village. Security cameras have been purchased and will be installed as soon as wiring can be procured.

Someone has been jumping the fence again to see a resident. However, this resident is moving out soon so that may solve the problem. Work is underway to begin the installation of the fence lattice which will make it difficult to scale the fence.

Covid-19 response: The following rules and guidelines have been established going forward until the crisis has abated:

* No outside visitors in the village.
* Sick residents will be provided with a portable toilet and food will be brought to them. They will be quarantined in their house.
* Upon entry into the village, a resident’s temperature will be checked.
* Distancing will be practiced in the common areas
* All food will be plated and served.
* Handles and bathrooms will be regularly sanitized.

**Case Management Report**

Lindsey reported that three residents with housing vouchers had all been approved for placement in apartments and will be leaving in the next month or two for their new homes.

One resident had secured identification, and another had been approved for a housing voucher. Two residents had their vouchers transferred from one housing authority to another.

Michelle reported that the United Free Church has collected household items which the new apartment residents can access.

**Open Discussion:**

There was some discussion about the impact of the shelter-in-place order. Because homeless services staff are considered essential workers, they will be able to continue to staff the village on site. The meeting participants were less clear about what the impact would be on providing on site case management. There was some discussion about setting up a computer with video conferencing capability for case management purposes.

**Next Meeting:** The next meeting will be Monday, April 27 at 5:30pm. Location TBD (possibly via Zoom).

**Adjournment:** ~6:45