

# COMMUNITY HOMELESSNESS ADVISORY BOARD MEETING: AGENDA

Monday, December 3, 2018  
8:30 AM

SPARKS CITY HALL COUNCIL CHAMBERS  
745 FOURTH STREET  
SPARKS, NV 89431

Kristopher Dahir, Chairman, Councilmember, Ward 5, City of Sparks  
Ed Lawson, Councilmember, Ward 2, City of Sparks  
David Bobzien, Councilmember, At-Large, City of Reno  
Oscar Delgado, Councilmember, Ward 3, City of Reno  
Kitty Jung, County Commissioner, District 3, Washoe County  
Bob Lucey, County Commissioner, District 2, Washoe County

**Public Meeting Notice** — Meetings are open to the public and notice is given in accordance with NRS 241.020.

**Posting** — This agenda has been distributed for posting at the following locations three (3) working days before the meeting:

Sparks City Hall, 431 Prater Way

Alf Sorensen Community Center, 1400 Baring Blvd.

Sparks Legislative Bldg, 745 4th St.

Sparks Library, 1125 12th St.

Sparks Justice Court, 1675 E. Prater Way

Sparks Senior Center, 97 Richards Way

Sparks Recreation Center, 98 Richards Way

Reno City Hall (1 East First Street)

Washoe County Administrative Building (1001 East 9<sup>th</sup> Street, Bldg. A)

[www.cityofsparks.us](http://www.cityofsparks.us) and [www.nv.gov](http://www.nv.gov)

**Supporting Documentation** — Documentation supporting agenda items is available on the city's website at [www.cityofsparks.us](http://www.cityofsparks.us) – City Services – CHAB Agenda and minutes and will be available for review at the CHAB meeting. For further information you may contact the liaison at (775) 353-2310.

**Order of Agenda** — Items on the agenda may be taken out of order; the Advisory Board may combine two or more agenda items for consideration; may remove an item from the agenda or may delay discussion relating to an item on the agenda at any time per NRS 241.020 (2)(d)(6).

**Public Comment** — Persons desiring to address the Advisory Board shall first provide the liaison with a written request to speak so they may be recognized by the presiding officer. Each person addressing the Advisory Board shall approach the podium when called, give his/her name, and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(3). Public comment may address any agenda item or other public issue that the Advisory Board has the authority to effectuate or exercise control over. Public comment on matters beyond the Board's scope of authority, not relevant to Board business, and that does not serve a governmental purpose, is not permitted.

**Restrictions on Public Comments** — All public comment remarks shall be addressed to the Board as a whole and not to any member thereof. No person, other than members of the Board and the person having the floor shall be permitted to enter into any discussion. No questions shall be asked of the Board except through the presiding officer.

**Disruptive Conduct** — Any person who disrupts a meeting to the extent that its orderly conduct is made impractical may be removed from the meeting by order of the presiding officer.

**Accommodations** — The meeting site is accessible to individuals with disabilities. Reasonable efforts to assist and accommodate persons with physical disabilities desiring to attend shall be made per NRS 241.020(1). Please call the liaison at (775) 353-2310 at least three (3) business days before the meeting to make arrangements.

If you have questions, you may find additional information at [www.cityofsparks.us](http://www.cityofsparks.us) or call the Board liaison at (775) 353-2310.

December 3, 2018

**1. Call to order**

*The meeting was called to order by Chairman Dahir at 8:30 am.*

**2. Roll call**

*Chairman Dahir, Councilman Lawson, Councilman Delgado, Councilman Bobzien and Commissioner Marsha Berkbigler were present. Commissioner Lucey was absent.*

**3. Pledge of allegiance**

*The pledge was said.*

**4. Public Comment**

*No public comment.*

**5. Approval of the agenda (For Possible Action) – December 3, 2018**

*Councilman Lawson made the motion to approve the agenda.*

*Councilman Bobzien seconded the motion.*

*The vote was unanimous for approval.*

**6. Approval of minutes of the November 5, 2018 meeting (For Possible Action)**

*Councilman Lawson made the motion to approve the agenda.*

*Commissioner Berkbigler seconded the motion.*

*The vote was unanimous for approval.*

*Commissioner Lucy arrived at the meeting.*

**General Business:**

**7. Update, discussion and possible action on moving certain services from the CAC to the NNAMHS campus including a separate contract for services provided by the VOA.**

Amber Howell, Director, Human Services Agency, Washoe County. (For Possible Action)

*Amber Howell gave an update.*

*No motion was made.*

**8. Update, discussion and possible action on progress at the NNAMHS campus.** Amber Howell, Director, Human Services Agency, Washoe County. (For Possible Action)

*Amber Howell gave an update. They are expecting a phased in approach to people moving onto the campus. First groups may be moving in starting spring 2019 with the last group expected in the fall of 2019.*

*No motion was made.*

**9. Update, discussion, and possible action on the Community Assistance Center (CAC) from the Volunteers of America including project ReStart.** Pat Cashell, Regional Director of Volunteers of America. (For Possible Action)

*Pat Cashell gave an update. Pat said that VoA does not staff the overflow tent and that the tent is staffed by volunteers and the tent is full every night. After clients of the CAC are moved to the NNAMHS site in 2019, the expectation is there will be no overflow tent next winter.*

*No motion was made.*

**10. Update, discussion and possible direction on the opening and funding of the emergency tent for homeless individuals, located at 335 Record Street, beginning on November 16, 2018.** Elaine Wiseman, Manager, Housing and Neighborhood Development, City of Reno (For Possible Action)

*Elaine Wiseman gave an update.*

*City Manager Steve Driscoll presented a handout showing 3 different alternatives for funding*

*the overflow tent. The board requested that a future agenda item address an in-depth analysis by the two cities and the county as to how future funding issues can be resolved.  
No motion was made.*

- 11. Update, discussion and possible direction on the existing contract with Volunteers of America for the CAC and possible options for future services provisions for homeless operations and services through a renewal or through a request for proposal process.**  
Elaine Wiseman, Manager, Housing and Neighborhood Development, City of Reno (For Possible Action)

*Elaine Wiseman gave an update.*

*Councilman Bobzien made a motion to accept the VOA extending their contract covering the running of the CAC in Reno through the end of 2019.*

*Commissioner Lucey seconded the motion.*

*The vote was unanimous for approval.*

- 12. Update, discussion and possible action on OrgCode Consulting, Inc.'s operational review of the housing and homelessness system in Washoe County.** Elaine Wiseman, Manager, Housing and Neighborhood Development, City of Reno and Erin Wixsten, Associate and Project Lead, OrgCode Consulting, Inc. (For Possible Action)

*Elaine Wiseman gave an update. Ms. Wiseman stated that OrgCode will be meeting with interested parties during December and they will present the findings at the February board meeting.*

*No motion was made.*

## **End of General Business**

- 13. Items for the next meeting** (For Possible Action)

*The next meeting date will be February 4, 2019.*

*Elaine Wiseman to give an update on the CTC.*

*Elaine Wiseman to give an update on youth services served at the CAC.*

*Amber Howell to set up a tour of the NNAMHS site for the Board members.*

*Steve Driscoll to prepare and give an overview of the current tax revenues for the cities of Reno/Sparks and Washoe County. Each city/County is to prepare how the tax funds are spent.*

*Kate Thomas will prepare an overview of the Affordable Housing Trust Fund.*

- 14. Comments from the CHAB members and liaisons**

*No comments were made.*

- 15. Public Comment** (This item is for public comment on any action item or for any general comment.)

*Public comment was given by Ken Krater and Dawn Clontz.*

- 16. Adjournment**

*Meeting was adjourned at 9:20 am.*