



Project Chair
Commissioner Garrido

Project Manager
Randy Spitzer

Coordinator
Doug Washburn

Village Design
Entry Point
Dwellings
Kitchen
Restrooms
Tool Shed/Storage
Parking - bikes and cars
Garbage

Community Outreach
LOWV
Kitsap County
Individuals

Finance
Human Services
United Way
Kitsap Credit Union

Infrastructure

Manage Real Estate & Property
• Housing Kitsap

Construction/ Utilities
• Project Share
• SKHS
• West Sound Skills Ctr
• United Way
• Power
• Water
• Sewer

Permitting
• Aire
• Rimack
• Haro
• Silva

Fencing, Parking, Security
• Parks
• Residents
• TBD

Programs

Screen Resident
• Housing Solutions Center
• Department of Corrections

Resident Care Services
• Kitsap Community Resources
• Kitsap Mental Health
• Public Health
• Kitsap Strong
• Workforce Development

Resident Responsibilities
• Security
• Community Spaces
• Individual Shelters
• Rescue Mission
• LIHI

Resident Governance
• Application process
• Community agreement
• Village meetings
• Village Council
• Security
• Food
• Pets
• Skill Building



HOMES
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Leadership Group

Providing innovative leadership toward ending homelessness

PROJECT STATUS UPDATE

As of December 1, 2017

Task	Status	Next Steps	Contact
Real Estate			
Property Lease Agreement	Verbal discussion with property owners for a two-year lease with fee to cover annual property taxes, LLC fee and attorney fees.	Develop liability and indemnification strategy with Prosecutor's Office and Risk Management. Because the site is private property, site plans are needed prior to approving a lease (ascertains possible costs of infrastructure improvements to ensure no gift of public funds). <i>Approval of the lease and site plan must follow Kitsap County's real estate procedures ordinance.</i> Follow up with property owners, Legal and Risk Management.	Angie Silva, E. Doran
Permitting			
City of Port Orchard Conditional Use process and building permits	10-31-17 Met with City of Port Orchard DCD to discuss feasibility. Commissioner Garrido also discussed with Mayor Putaansuu.	Submit preliminary site plan, have pre-application meeting. Following pre-app meeting, prepare materials for application submittal. Identify funding source (done – can we pay in 2017?) Identify amount needed for application for likely utility connection fees _____	Shawn Alire Jeff Rimmack Jennifer Haro
Retain Professional Engineer (PE) to prepare site plans for permit app	JWJ has volunteered to prepare CAD drawings, and architect Miles Yanick will volunteer his services.	Contract with JWJ to create site plans and cost estimate for improvements	Shawn Alire Jeff Rimmack Lisa Nickel



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Task	Status	Next Steps	Contact
Site Development			
Identify lead contractor (either volunteer or hired)	TBD	Identify and contract with a volunteer Tim Blair and Gene Cartwright are willing	TBD
Improve driveway (widen existing easement or construct access on NE side of property). May involve moving a power pole with cost involved.	JWJ will visit site and review options.	TBD	TBD
Connect to water and sewer	TBD	TBD	TBD
Create parking area	TBD	TBD	TBD
Install cottages that have been built off-site	12 cottages are available.	Leo's Towing will move structures to the site. Project Share will prepare and install base	TBD
Build centralized kitchen and bathroom facility	TBD	Design and building structure	Tim Blair and Project Share
Install security check-in and fencing	6' fencing and 2 8' gates are available from Kitsap County Parks Department	Build security building Install fencing	TBD Residents?
Property Management			
Contract with Housing Kitsap	Commissioner Garrido in discussion	Full Board discussion and agreement is needed to execute contract. Liability and indemnification will be a key component to the contract and must be consistent with lease agreement and care services contract. Identify costs and source of funds for services.	Charlotte Garrido Stuart Grogan Doug Washburn



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Task	Status	Next Steps	Contact
Human Services			
Contract with Kitsap Community Resources	Commissioner Garrido in discussion	Full Board discussion and agreement is needed to execute contract. Liability and indemnification will be a key component to the contract and must be consistent with lease agreement and property management contract.	Monica Bernard Doug Washburn
Tenant screening & select residents	Commissioner Garrido in discussion	Identify costs and source of funds for services. Full Board discussion and agreement	Monica Bernard
Create Village Governance Model & Code of Conduct/Rules	Preliminary draft outlined by Commissioner Garrido	Identify costs and source of funds for services Finalize model with project partners	TBD
Outline resident responsibilities	TBD	TBD	TBD
Village meetings/Village Council	TBD	TBD	TBD
Communication			
Website & Facebook Page	Website created on County website Facebook site maintained by volunteer and outside party	Once details are available, update with new project information	Kirsten Jewel Angie Silva
Neighborhood Outreach	Attempted contact with Family Pancake house.	Visit neighboring businesses Neighborhood meetings	Charlotte Garrido

Proposed Village Management Plan

SCOPE OF THE VILLAGE SHELTERS	PROPOSED
1. Purpose of village shelters	The village provides transitional shelters toward an ultimate goal of permanent housing.
2. Length of stay	The duration of the stay will vary based on the needs and progress of the households, not to exceed two years.
3. Number of residents	The village serves up to twelve households (shelters), comprised of up to 20 people. The Housing Solutions Center will screen residents, with approval by the Resident Council.
4. Screening criteria	Zero tolerance rules exclude the following in the village: drugs, alcohol, sex offenders, arson, or manufacture of meth. Other criminal history will be evaluated according to when it occurred, actions taken since that time, and any mitigating circumstances.
5. Family composition	Individuals, couples and families with children may participate.
6. Pets	Pets are allowed, however must show documentation of all vaccinations. Residents are responsible to clean up after their pets and ensure pets are safe and secure; and non-threatening to other residents. Pets/therapy/service animals may stay with the resident, subject to their behavior.
7. Participation Requirements Religious activities	There are no requirements to participate in faith-based activities.

<p>On-site responsibilities (such as governance, security, clean-up.)</p>	<p>Residents are required to participate in weekly meetings (may temporarily be excused for work or illness), as well as clean-up, security, litter patrol, and community engagement activities. KRM will design a governance model in collaboration with camp participants, and possibly work with Othello Village representatives.</p>
<p>Support</p>	<p>Regular participation with human services is required, with the frequency and duration of management meetings tailored to the needs of the household.</p>
<p>Behaviors</p>	<p>Continued residency is based on behavior. Failure to comply with the participation agreement (attached), will result in consequences including extra chores or termination from the village. The resident council has authority to require a resident to participate in certain services as a condition of continued residency, depending on behavior in the village.</p>
<p>Operations</p>	
<p>1. Food Availability and Storage</p>	
<p>Storage pantry</p>	<p>Food must be stored in pest-resistant containers provided by KRM.</p>
<p>Food preparation</p>	<p>A shared kitchen facility provides space for residents to store and prepare meals. KRM will also work with faith-based and other community groups to provide for community meals at the site.</p>
<p>Food bank partners</p>	<p>Local food banks will be invited to collaborate on food bag delivery.</p>
<p>2. Hygiene</p>	
<p>Restrooms</p>	<p>A central shared area with toilets, sinks and showers will be in an accessible area of the village.</p>

Garbage	A dumpster will be onsite and regular pick-up is scheduled.
Washer and dryer	A washer and dryer are available for use by residents, with a schedule of times for use posted.
3. Conduct	
General code of conduct	All residents must comply with the participation agreement terms. Conduct violations will be governed by the participation agreement and Resident Council.
Smoking	Smoking is allowed; however an approved container must be used.
Drugs and alcohol	Use of drugs (including marijuana) and alcohol are not permitted at the camp.
Parental supervision	Children under the age of ____ must be supervised at all times.
4. Operations - Security	
Hours of operation	Residents must be in the camp by 6:00 p.m. each day.
Visitors	Visitors are permitted during the hours of 9 and 5 p.m. and must remain in the common area – they are not to be in the resident camping area. No sex offenders are allowed on the site at any time.
Coverage	The village residents provide security residents on a 24-7 basis. The Kitsap County Sheriff's Office provide Initial training regarding security procedures. Residents will take shifts as part of their normal participant requirements.

Check-in station	A central check-in security booth will be located at the main site entrance. Everyone must access the camp through this point. Guests must sign in upon arrival and sign out at departure.
Background checks	KRM will perform a national background checks, including national sex offender registry check, for all residents.
Fire safety	Fire extinguishers will be placed at various locations around the village, in accordance with guidance from the Fire Marshal.
Emergency Plan/Severe Weather	To be determined.
5. Human Services and Wellness	
Housing stability (resource connection and referral)	Human service agencies will collaborate to provide housing stability and referrals to appropriate resources.
Behavioral health engagement	Kitsap Mental Health Services are available to provide supportive behavioral health services.
Medical services	KRM will invite a mobile medical treatment team to make periodic visits to the village to address issues such as wound care and basic medical needs.
Health services	The Department of Health may provide monthly onsite Hep-C testing; and the Kitsap Public Health District will coordinate regular vaccinations and other services.
Employment assistance	WorkSource personnel offers opportunities to hone job-seeking skills, and placement options.

6. Self-governance	
Expectations (roles, terms, requirements)	The details are still being developed, but will be somewhat based on examples from Camps Hope, Othello, and Quixote. The model encourages self-governance including a Resident Council, as well as participation contributions.
Resident council facilitation	KRM will support facilitation of the resident council meetings.
Conflict mediation	A designated member of the Resident Council will mediate conflicts with support from KRM and, initially, an arbitrator from Othello Village.
Community rules and consequences	See Participant Agreement. Human Services, Kitsap Rescue Mission, and Housing Solutions Center will draft the community rules and consequences, and refine with an initial group of residents.
Re-entry guidelines	These guidelines will be defined by the Resident Council.
7. Agency Site Responsibilities	
Budget and financing operations	Kitsap County Human Services, United Way of Kitsap
Liability	Kitsap Rescue Mission will carry the appropriate level of professional liability insurance for operations. Onsite agencies are responsible for professional liability insurance in the amount of \$_____ for the services they provide. KRM and Housing Kitsap shall be identified as an Additional Insured.
Fee structure and collection	A fee will be collected, and determined based on a household's income. The specific fee structure includes _____.
Repairs and maintenance	The residents, will coordinate basic repairs and maintenance, with support from Kitsap Rescue Mission. More extensive repairs will be coordinated by KRM, with engagement from Housing Kitsap.

Point of coordination with Kitsap County	KRM and HK ???
8. Community Engagement	
Advisory Group (neighbors, residents)	A Community Advisory group will be convened by Homes for All that includes neighboring businesses and property owners and supportive service providers. This creates an opportunity for regular feedback regarding village operations.
Community Points of Contact	Resident Council chairperson and KRM
PARTNERS AND KEY RESPONSIBILITIES	
Memoranda of Understanding	MOUs will be signed between service providers, sponsor agency and property owner.
*****	Property owner
Kitsap County Human Services	
Housing Kitsap	
Kitsap Rescue Mission	Site sponsor and coordinating agency
Kitsap Community Resources	Provide Housing Solutions: outreach services. Collaborate on case management with KRM staff. Support village operational success in ad hoc capacities as may be requested by KRM and HK.
Kitsap Mental Health Services	Available to offer behavioral health supportive services.

Kitsap Public Health District	Coordination with Kitsap Connect program participants who may be camp residents, provision of sharps containers, and inspection of waste management of site
Faith community	KRM will engage the faith community to provide meal delivery and other volunteer services.

DRAFT

The Case for Permanent Supportive Housing / Housing First in Kitsap County

Kitsap County is a microcosm of the homelessness and affordable housing crisis affecting Washington State and the rest of the United States. Shelter costs are rising at an alarming rate and are having a devastating impact on the most vulnerable in our community -- households and individuals with an income well below 50% of area median. Wages and income supports for this population remain stagnant or are declining.

Despite an increase of over 60% in the number of deeply affordable rental units in Bremerton over the last decade (due to the redevelopment of Westpark, the former public housing project), the demand for deeply affordable rental housing continues unabated. The few units that periodically become available don't offer the supportive services needed to bring the most vulnerable out of the throes of chronic homelessness. This population is deeply affected by untreated mental illness, drug and alcohol addiction, poor physical health, and extreme poverty. Reversal of any of these challenges will not occur without adequate, affordable, and stable shelter, combined with access to services leading to physical and mental wellness.

Permanent supportive housing, sometimes referred to as "Housing First" is a proven model for addressing chronic homelessness. It provides stable housing, combined with case management, to tackle the root causes of housing instability. Housing First is built upon the premise that vulnerable individuals are far more likely to succeed if they are removed from the chaos of living on the streets and are engaged in clinical services in a stable housing environment.

We have deeply affordable housing in this community, albeit in short supply. We have treatment services (mental and physical health, drug and alcohol addiction, behavioral health, etc.), also in short supply. What this community lacks, and desperately needs, is a residential facility or facilities that combine safe, decent, and affordable shelter with robust supportive services.

There is community consensus that a permanent supportive housing development is desperately needed to halt the tide of chronic homelessness in Kitsap County. An ideal project would have the following features:

<ul style="list-style-type: none"> • On-site case management and services • Durable design features for the targeted population • 50-75 units 	<ul style="list-style-type: none"> • Deep affordability (resident pays 30% of monthly income for rent) • Internal and external security • Access to public transit, shopping, and services
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Potential sources of funds include, but are not limited to:

<ul style="list-style-type: none"> • Washington State Housing Trust Fund • Bremerton Housing Authority local funds • Kitsap County Mental Health Tax Fund 	<ul style="list-style-type: none"> • Low Income Housing Tax Credits • Private Foundations • City/County contributions • Section 8 Project-based Vouchers
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Development and sustainability costs would be derived from multiple sources and will require considerable effort to assemble. If it was easy, it would have been done a long time ago. However, the will to bring such a project to fruition exists in the community. Real change in the lives of the chronically homeless is unlikely to occur without the intense focus and stability that permanent supportive housing will provide.