



**South Sound Housing Affordability Partners
Advisory Board**

Regular Meeting Agenda

3602 Pacific Ave Tacoma, WA 98418 | Brekke Conference Room

Dial: +1253 215 8782 Meeting ID: 939 0747 6275

Webinar Link: <https://piercecountywa.zoom.us/j/93907476275>

September 15, 2026, 5:30 P.M.

Adria Buchanan, Ahndrea Blue, Doris Smith, Elaine Tuisila, Faaluaina Pritchard, Isabella Rivera Kjaer, Jay Worley, Jonah Kinchy, Lacey Barker, Landon Jones, Laura Mullen, Lori Wada, Marcella Taylor, Rosey Zhou, Sara Delano, Sean McKenna, Tim Fairley, Zac Baker

I. CALL TO ORDER

ROLL CALL

LAND ACKNOWLEDGEMENT

We acknowledge that we are on the traditional homelands of the Coast Salish people. They have lived on and stewarded these lands since the beginning of time and continue to do so today. We honor their legacy by:

- Welcoming new ways of thinking about our relationship to the land
- Asking -- not assuming -- tribal preferences and needs
- Identifying opportunities to improve our collective stewardship

This board commits to these objectives.

HOUSEKEEPING

II. REVIEW AGENDA/AGENDA MODIFICATIONS

III. CONSENT AGENDA

A. August 18, 2026, SSHA³P Advisory Board Minutes

Purpose: Approval of minutes from August 18, 2026, SSHA³P Advisory Board meeting.

ATTACHMENTS: [Minutes of August 18, 2026, Advisory Board meeting](#)

IV. SSHA³P STAFF UPDATE

V. PRESENTATIONS AND DISCUSSION

A. Pierce County Community Action Programs Presentation

Purpose: Donn Falconer, Pierce County Human Services, will give an overview of the Community Action Programs such as weatherization and home repair that help community members in Pierce County remain in their homes.

Action: Presentation

ATTACHMENTS: [Agenda Memorandum: Pierce County CAP](#)

B. 2027 SSHA³P Work Plan

Purpose: Jason Gauthier, SSHA³P Program Manager, will discuss areas of interest and work plan ideas and priorities of the Advisory Board for SSHA³P's 2027 Work Plan.

Action: Discussion

ATTACHMENTS: [Agenda Memorandum: 2027 Work Plan](#)

[Presentation: 2027 Work Plan](#)

C. 2026 End of Year Preview

Purpose: Alyssa Torrez, SSHA³P Program Specialist II, will review the progress on the 2026 Advisory Board Work Plan and preview the year end timelines and outstanding items.

Action: Presentation

ATTACHMENTS: [Agenda Memorandum: 2026 Year End Preview](#)

[Presentation: 2026 Year End Preview](#)

VI. PUBLIC COMMENT

This is the time set aside for the public to provide comment to the Advisory Board on the business of the Board. To request to speak virtually, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone; if speaking in person, please sign in on the public comment form in the conference room. Your name or the last four digits of your phone number will be called out when it is your turn to speak.

The Advisory Board meeting can be heard by dialing 253-215-8782 and entering the Meeting ID 939 0747 6275 or through Zoom at <https://piercecountywa.zoom.us/j/93907476275> . Written comments may be submitted to alyssa.torrez@piercecountywa.gov Tuesday before 4:00 p.m. for the Public Comment period. Comments will be compiled and sent to the Advisory Board and posted on the SSHA³P website at: <https://southsoundaffordablehousing.org>.

VII. UPDATES/COMMENTS OF THE ADVISORY BOARD

VIII. ADJOURN

South Sound Housing Affordability Partners (SSHA³P)

Advisory Board

Meeting Norms

1. Challenge ideas, not individuals
2. Assume positive intent; assume responsibility for impact
3. Recognize it is more beneficial to share what you are thinking with the group during the discussion than with an individual afterwards
4. Listen with curiosity to what everyone has to say – we all come with different perspectives and priorities that bring depth to the conversation
5. Be respectful and make space for minority opinions or points of view
6. During discussion, everyone has the opportunity to contribute before members contribute a second time
7. Raise hand to speak and wait for acknowledgement from the chair
8. Be open to new ways of thinking
9. Recognize the best efforts of our staff
10. Make our decisions based on the available information, and in the best interest of the Executive Board goals
11. Board members come prepared for each meeting

ROBERTS RULES CHEAT SHEET

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Adjourn	"I move that we adjourn"	No	Yes	No	No	Majority
Recess	"I move that we recess until..."	No	Yes	No	Yes	Majority
Complain about noise, room temp., etc.	"Point of privilege"	Yes	No	No	No	Chair Decides
Suspend further consideration of something	"I move that we table it"	No	Yes	No	No	Majority
End debate	"I move the previous question"	No	Yes	No	No	2/3
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move that this motion be amended by..."	No	Yes	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Yes	Majority

The above listed motions and points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below, but you may introduce another that is listed above it.

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Object to procedure or personal affront	"Point of order"	Yes	No	No	No	Chair decides
Request information	"Point of information"	Yes	No	No	No	None
Ask for vote by actual count to verify voice vote	"I call for a division of the house"	Must be done before new motion	No	No	No	None unless someone objects
Object to considering some undiplomatic or improper matter	"I object to consideration of this question"	Yes	No	No	No	2/3
Take up matter previously tabled	"I move we take from the table..."	Yes	Yes	No	No	Majority
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	Yes	Yes	Only if original motion was debatable	No	Majority
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	No	Yes	No	No	2/3
Vote on a ruling by the Chair	"I appeal the Chair's decision"	Yes	Yes	Yes	No	Majority

The motions, points and proposals listed above have no established order of preference; any of them may be introduced at any time except when meeting is considering one of the top three matters listed from the first chart (Motion to Adjourn, Recess or Point of Privilege).



SSHA³P Advisory Board

AGENDA BILL

September 15, 2026

AGENDA CATEGORY: External Presentation

SUBJECT: Pierce County Community Action Programs (CAP)

PRESENTED BY: Donn Falconer, Pierce County Human Services, Social Service Supervisor

SUMMARY/BACKGROUND:

The Advisory Board's 2026 work plan includes education items to help Advisory Board members learn about relevant and foundational topics related to housing and land use policy through presentations from qualified speakers. This includes an item to learn about maintenance grants for low-income and affordable housing.

This presentation from Donn Falconer with Pierce County Human Services (CAP) will give an overview of the Community Action Programs such as weatherization and home repair that are meant to help community members in Pierce County remain in their homes and reduce displacement.

Community Action Programs connect Pierce County residents with resources that help meet basic needs, strengthen households and create opportunities for children and families.

Through programs such as energy assistance, home repair, weatherization and early childhood services, CAP works with community partners to address local needs and improve quality of life.

ATTACHMENTS:

N/A

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



SSHA³P Advisory Board

AGENDA BILL

September 15, 2026

AGENDA CATEGORY: Staff Presentation

SUBJECT: 2027 Work Plan

PRESENTED BY: Jason Gauthier, SSHA³P Manager

SUMMARY/BACKGROUND:

The SSHA³P Intergovernmental Agreement requires the Executive Board to adopt an annual work plan and annual operating budget.

The annual work plan is designed to direct and prioritize workflow for SSHA³P staff and set expectations for the Executive Board, Advisory Board, member governments, and the public.

SSHA³P staff anticipate that the Executive Board will adopt the 2027 work plan at its regular meeting on December 5th.

The purpose of this presentation is to:

1. Discuss areas of interest and work plan ideas and priorities of the Advisory Board for SSHA³P's 2027 Work Plan.

ATTACHMENTS:

- 2027 Work Plan Presentation

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



2027 SSHA³P WORK PLAN

SSHA³P ADVISORY BOARD REGULAR MEETING

SEPTEMBER 15, 2026

WORK PLAN PURPOSE

- An annual work plan is a requirement of SSHA³P Intergovernmental Agreement
- Directs and prioritizes workflow
- Set expectations for Executive Board, Advisory Board, member governments, and public

2026 WORK PLAN

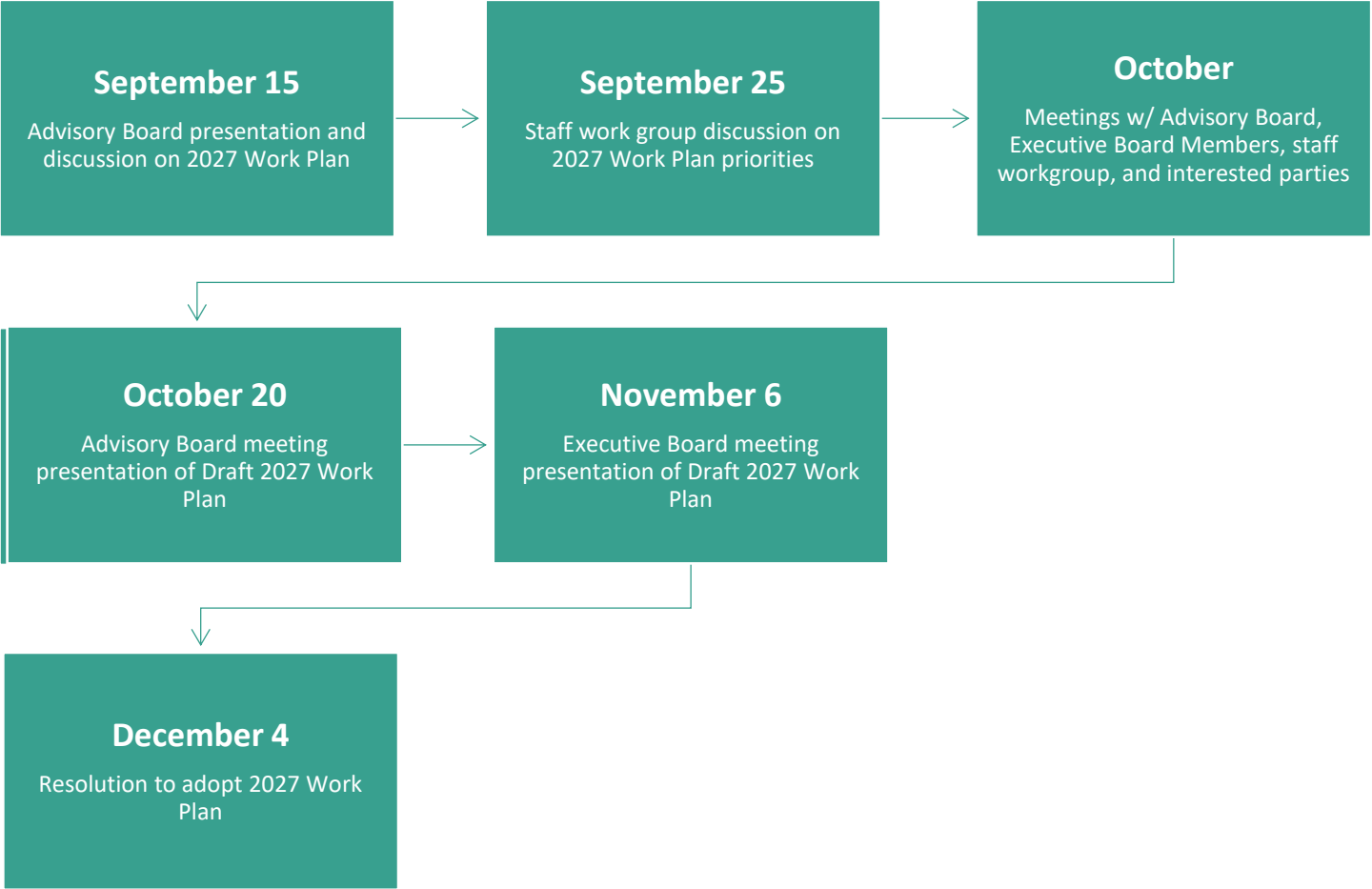
AREAS OF FOCUS

- Affordable Housing Development and Preservation
 - Capital Fund
 - Predevelopment Support
- Program and Policy
 - Grant Support
 - Accessory Dwelling Units
 - Planning Support
 - Monitoring & Compliance Program
- Community Engagement
 - Property Tax Exemptions
 - Faith Communities & Affordable Housing
 - Website
- Advocacy
 - State and Federal Agenda
- Administration
 - Recruitment and Appointments
 - Recommendations
 - Work Plan

PRIOR WORK PLAN IDEAS/RECOMMENDATIONS

- ADUs base plans
- Mapping application for land acquisition
- Preservation Unit
- Tiny Homes/ADUs – how to make them easier
- Home buyer assistance
- Program for tenant background checks
- ADUs for ownership assistance
- Matrix for tracking comp plan changes
- Creating tracking of data regarding unit production by AMI
- Preservation of affordable housing
- Mapping tools
- Preservation of affordable housing
- Template for permit expediting
- More information for folks who might want to build ADUs
- How to increase construction labor pool
- Preservation AND upgrades
- Low-cost lending for acquisition and development
- Labor pool for facility management employees
- Incentives for upgraded appliances
- Construction labor pool to specific get more people of color in the trades
- More labor pool training using older workers
- Preservation
- Helping homeowners build ADUs / toolkits for homeowners

NEXT STEPS





SSHA³P Advisory Board

AGENDA BILL

September 15, 2026

AGENDA CATEGORY: Staff Presentation

SUBJECT: 2026 Year End Review

PRESENTED BY: Alyssa Torrez, SSHA3P Program Specialist II

SUMMARY/BACKGROUND:

Resolution No. 2023-02, which established the Advisory Board states, “Under the advice and direction of the Executive Board, the Advisory Board shall create a work plan annually that outlines the Advisory Board’s work areas. The work plan shall be adopted by the Executive Board.”

On March 6th, the SSHA3P Advisory Board adopted the 2026 Advisory Board Work Plan.

Alyssa Torrez, SSHAP Program Specialist, will review the progress on the 2026 Advisory Board Work Plan and preview the year end timelines and outstanding items. Discussion will also include other upcoming items, including advisory board recruitment and 2027 Work Plan creation.

ATTACHMENTS:

- Presentation- 2026 Year End Review

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



2026-YEAR END

SSHA³P ADVISORY BOARD REGULAR MEETING
SEPTEMBER 15, 2026

ALYSSA TORREZ, PROGRAM SPECIALIST

Agenda

- Work plan
 - Progress
 - Outstanding items
 - Advisory Board Work plan
- Board recruitment
- Meetings

Workplan

- Focus Area #1 - Feedback and Advice

Complete	Focus Area #1 - Feedback and Advice	April	May	June	July	August	September	October	November	December
✓	2027 Work Plan						1st discussion	2nd Discussion and recommendation		
✓	2027 Budget	Discussion								
✓	2027 Legislative Priorities			1st Discussion	2nd Discussion - feedback on draft agenda	Recommendation				
✓	Other				FASP Policy feedback					

Workplan

- Focus Area #2 – Housing Toolkit

Complete	Focus Area #2 - Housing Toolkit	April	May	June	July	August	September	October	November	December
✓	Universal Design	Review first draft of incentive tool			2nd discussion	Reccomendation for Executive Board				
	Housing Toolkit Research Topics:									
✓	Homeownership Opportunities for underserved communities		Habitat for Humanity presentation	Homestead CLT Presentation						
	More incentives for small-scale affordable housing									
	Incentives to sell vacant property									
✓	Operations and Maintenance long and short-term strategies							Affordable Housing Consortium Presentation		

Workplan

- Focus Area #3 – Education

	Focus Area #3 - Education	April	May	June	July	August	September	October	November	December
✓	Maintenance grants for low-income and affordable housing						Pierce County CAP (weatherization, energy assistance, etc)			
	Conversion of market-rate apartment into condos for affordable home ownership									
✓	Vouchers for different types of housing		Pierce County Housing Authority Presentation							
✓	Methodologies for making construction easier (i.e. prefabrication)			Craft Construction and Consulting						

Other

- Focus Area #3 – Governance
 - Election of Chair and Vice Chair(s)
 - Chair and at least one but not more than two Vice Chairs
 - Elected once each year at the Board's first regular meeting of each calendar year
- New Advisory Board Members
- 2027 Advisory Board Work Plan

	October	November	December
Creating 2027 Advisory Board Work Plan	1st discussion	Review and discuss Recommendation	

Advisory Board Recruitment

- 18 current members
- Five current members term out end of 2026
- Maintain 15-20 members
 - Members should represent the geographic and demographic diversity of Pierce County
 - Members will reflect
 - One-third consumers of affordable/attainable housing, both rental and ownership
 - One-third developers, designers, planners, and managers of affordable/attainable housing
 - One-third advocates and advisors who work on land use and housing issues
- Deadline for application Sept 30th
 - October- Interviews
 - November- Exec Board Subcommittee recommendation
 - December- Executive Board action

Board Members Needed

Are you...

- Someone with experience participating in or applying to an affordable housing program?
- A builder, designer, or manager of housing developments?
- An advocate or advisor on housing issues?

The South Sound Housing Affordability Partners (SSHA³P) is an intergovernmental collaboration working together to create and preserve affordable, attainable, and accessible housing throughout our Pierce County communities.

The Advisory Board advises and provides recommendations to the SSHA³P Executive Board on the annual SSHA³P work plan and budget, federal and state legislative priorities, and housing policies and programs.

Apply online today!

SCAN TO APPLY

Deadline to apply
September 30th, 2026

Pierce County
HUMAN SERVICES

SSHAP

bit.ly/SSHA3P

Alyssa.Torrez@piercecountywa.gov



Upcoming Meetings

- September (In person encouraged)
- October
- November (In-person encouraged)
- December

2027 Washington State Legislative Agenda

Agenda Framework

SSHA³P will focus its advocacy on a limited number of regional priorities while remaining an active partner on complementary housing measures and monitoring emerging proposals that could affect member governments.

PRIORITY ISSUES	SSHA ³ P will lead or co-lead advocacy. Staff will develop policy language, coordinate coalitions, engage legislators and agencies, prepare testimony and letters, and provide regular updates to the Executive Board.
SUPPORT ISSUES	SSHA ³ P will actively support aligned proposals, generally in partnership with another lead organization. Staff may support bills, sign coalition letters, provide technical input, and testify when the agency’s regional perspective adds value.
ISSUES TO WATCH	SSHA ³ P will monitor and analyze proposals for jurisdictional impacts. Staff will brief members, recommend amendments or a change in position when warranted, and seek Executive Board direction before undertaking substantial advocacy.

Priority Issues

These are SSHA³P's principal 2027 state advocacy commitments and will receive sustained staff time throughout the session.

1. Strengthen the Connecting Housing to Infrastructure Program (CHIP)

Fund and expand eligibility for CHIP so infrastructure costs do not delay or prevent otherwise viable affordable housing developments.

Staff action(s): Advocate for \$150 million of CHIP funding; broaden eligible expenses to include the infrastructure improvements required to make a site development-ready; allow qualified housing developers to apply directly with documented local government support; and assign the Department of Commerce responsibility for project affordability monitoring and compliance.

2. Restore Stability to Washington's Land-Use Framework

Ensure state housing and land-use policy recognizes the implementation work already underway and allow recent land use and housing policy changes take effect.

Staff action(s): Advocate for a pause in major new state mandates, align effective dates and deliverables with comprehensive-plan update timelines, and provide funding and technical assistance commensurate with state expectations.

3. Extend and improve affordable housing property tax exemptions

Create and maintain property tax tools that lower holding and operating costs for affordable rental and homeownership housing.

Staff action(s): Support reintroduction and passage of the concepts previously contained in [SB 6256](#), including a longer exemption period and eligibility for co-located service providers, and extending the sunset for the property-tax exemption (RCW 84.36.049) available to land owned by qualified organizations for affordable homeownership development

Support Issues

These measures advance SSHA³P goals but are expected to be led primarily by legislative sponsors and stakeholders.

1. Make major investments in housing production and preservation

Support a biennial budget package that addresses the housing continuum and provides local governments and developers with predictable state tools to move projects from concept to completion.

Funding requests:

1. Provide first time funding of \$50 million for the Workforce Housing Accelerator Program.
2. Support efforts to secure direct investments in Pierce County affordable housing projects, including
 - a. \$15 million for Mercy Housing's Mason on Madison Family Housing project.
 - b. \$100,000 to fund preservation work at transitional housing units operated by New Connections and the Tacoma Catholic Worker.

3. Invest at least \$400 million in the Housing Trust Fund and ensure preservation is funded at a substantial level.
4. Create and fund a revolving-loan affordable homeownership program based on the concept previously proposed in [SB 6028](#).
5. Funding affordable housing feasibility and predevelopment work with a \$1.7 million investment in the Homes & Hope program.
6. Create a land banking acquisition fund of \$10 million.

2. Provide local funding flexibility

Enable local affordable housing funding sources to support a broader array of expenses to support affordable and attainable housing production.

Staff action(s): Support jurisdiction led efforts to allow revenues generated via RCW 82.14.530 to be used to support owned-occupied housing for households earning less than 80% AMI; advocate for additional uses for revenues generated via RCW 82.14.540 to better support and expedite housing production.

3. Pre-Approved Plans for Off-Site Fabricated Housing

Support the creation of pre-approved plans for housing fabricated off-site that can be utilized statewide.

Staff actions(s): Advocate for state-developed, pre-approved plans and standardized review processes for off-site fabricated housing that can be used statewide; preserve local authority over site-specific requirements; and pursue funding and technical assistance to support local implementation.

Issues to Watch

Staff will track these developing issues, assess their effect on member governments and regional housing outcomes, and return for direction if active engagement is warranted.

1. Department of Housing

Monitor legislative and budget proposals to establish a Department of Housing, transfer existing housing programs or responsibilities, and define the department's authority, staffing, funding, and relationship with other state agencies.

Staff action(s): Monitor transition plans and budget decisions closely to ensure that creating a new department does not disrupt existing programs, delay funding awards, duplicate responsibilities, or divert resources away from housing production, preservation, and operations.

2. Residential Landlord-Tenant Act advisory body and housing data proposals

Monitor proposals to create an advisory body, data system, or reporting structure related to the Residential Landlord-Tenant Act.

Staff action(s): Evaluate membership, authority, data standards, privacy, administrative burden, costs, and whether the proposal would produce reliable information that improves housing policy. Recommend a support, oppose, or amend position once sufficient detail is available.

3. Improve resources for owner-occupied housing preservation

Help lower-income homeowners remain safely housed by maximizing public resource investments.

Staff action(s): Support a reexamination of how prevailing wage requirements are determined, while maintaining appropriate worker wage protections and expanding contractor participation and allowing available funding to preserve more homes.

Advocacy Approach

Staff may respond to time-sensitive legislative developments consistent with the positions above. When a proposal falls outside the agenda, materially changes during the session, or would require SSHA³P to take a substantially different position, staff will seek direction from the Executive Board or its authorized member representatives.