

MINUTES OF November 12, 2020

**MID-WILLAMETTE VALLEY HOMELESS ALLIANCE BOARD OF DIRECTORS
AND
ORS 190 ENTITY BOARD OF DIRECTORS
JOINT MEETING**

Videoconference Via Zoom

MWVHA BOARD

MEMBERS PRESENT

CHAIR: Mayor Cathy Clark, City of Keizer

VICE CHAIR: Council President Chris Hoy, City of Salem

Dan Clem, Executive Director, Union Gospel Mission of Salem

Councilor Shannon Corr, City of Independence

Leilani Slama, Vice President, Community Engagement, Salem Health

Christy Perry, Superintendent, Salem-Keizer School District

Lisa Trauernicht for Commissioner Colm Willis, Marion County

Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde

Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley

Josh Lair, Navigator, Law Enforcement Assisted Diversion (LEAD)

Ian Dixon-McDonald, Vice President of Programs, Marion Polk Food Share; Co-Chair, MWVHA Collaborative Committee

Nicole Utz, Housing Administrator, Salem Housing Authority

Eric Enderle, Veteran Services Officer, Polk County Veteran Services

Candace Jamison, Executive Director, Marion County Housing Authority

MEMBERS ABSENT

Mayor Chuck Bennett, City of Salem

Councilor Christopher Lopez, City of Monmouth

Commissioner Lyle Mordhorst, Polk County

Jimmy Jones, Executive Director, Mid-Willamette Valley Community Action Agency

Christian Edelblute, Executive Director, West Valley Housing Authority

Kim Parker-Llerenas, Executive Director, Mid-Valley Jobs Council; Co-Chair, MWVHA Collaborative Committee

ORS 190 ENTITY BOARD

MEMBERS PRESENT

PRESIDENT: Mayor Cathy Clark, City of Keizer

VICE-PRESIDENT: Council President Chris Hoy, City of Salem

Councilor Shannon Corr, City of Independence

Christy Perry, Superintendent, Salem-Keizer School District

Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde

Lisa Trauernicht for Commissioner Colm Willis, Marion County

MEMBERS ABSENT

Commissioner Lyle Mordhorst, Polk County

Councilor Christopher Lopez, City of Monmouth

OTHERS PRESENT

Jan Calvin, MWVHA Consultant
Janet Carlson, MWVHA Consultant
Carla Munns, MWVHA Consultant
Denise VanDyke Admin. Specialist II, MWVCOG
Michael Livingston, CAN-DO
Sarah Owens, CAN-DO
Julie Conn-Johnson, McKinney-Vento Liaison, Salem-Keizer School District
Ashley Hamilton, Program Director, Mid-Willamette Valley Community Action Agency
Director Jesse Lippold, Salem-Keizer Schools Board of Directors
David Montgomery, Willamette University Atkinson Graduate School of Management
Dawn Bostwick, President, Huggins Insurance
Danae Overman, Intern, Portland State University

CALL TO ORDER & INTRODUCTIONS

Mayor Clark called the ORS 190 Entity Board and the MWVHA (“Alliance”) Board joint meeting to order at 3:02 p.m. The presence of a quorum for each entity was noted.

JURISDICTION/ORGANIZATION UPDATES

Mr. Clem reported that the Union Gospel Mission has had an outbreak among clients and staff, so some facilities are closed. They are preparing for mass testing and hope to be able to reopen by Monday, but will have to wait and see. Simonka House is nearly full, and the Men’s Shelter is on track.

Ms. Hamilton announced that the Day Center hours have expanded, and Community Action is looking at expanding the hours to include weekends. The warming shelter has been activated for the first time this season. There will be open scattered shelter sites, as needed. Duration sites will also be opening. The Portland Road site will be specifically for those at greatest COVID risk. The State Street site will be for mothers with children and some partners. Coordinated entry is being done in the field, as well as in the offices, with 1,798 people assessed. Staff has a list already for those wanting hotel shelter funds, and there is still more than \$1 million available in rent relief funds to be expended by December 31. Tanner’s Project for Veterans held an open house yesterday.

Councilor Hoy reported that the Salem City Council passed a resolution regarding homelessness that includes funding for sheltering options (\$733K), park mitigation (\$181K), opportunity funds (\$120K), vehicle camping (\$86K), the Cash for Trash program (\$50K), towing abandoned vehicles (\$14K), the Salem Warming Shelter program (\$30K), supplies (sleeping bags, tents) (\$3K), and business grants to establish things like outdoor break rooms and outdoor seating (\$200K). In addition, the City Manager has authority to waive some land use regulations to site more shelters.

Ms. Utz added that Redwood Crossings is about 90 percent occupied, and all units are leased.

Superintendent Perry stated that the school district is still distance learning with limited in-person instruction. There is not a clear pathway for in-person learning at schools when looking at the governor’s orders. The district has really good protocols and no school spread, but it can be hard to convince people that limited in-person time is safe. The district still has hot spots available and can help families as needed.

Ms. Conn-Johnson reported that some families have been able to work through the ARCHES programs to find housing. Having kids participate in person is a big deal, even if it’s only in two-hour sessions.

Mr. Lippold agreed that the overall COVID numbers need to be brought down so schools are allowed to reopen. The district has three new budget committee members, and equity is a big focus.

Mr. Dixon-McDonald mentioned that Tanner's Project is a partner with Marion-Polk Food Share.

Mayor Clark added that the Miracle of Christmas Keizer holiday fundraiser will be going forward and will support the Food Share.

Mr. Lair reported that the LEAD program has received seven new referrals from law enforcement in the past couple of weeks after a lull in referrals.

Ms. Slama stated that while the rise in COVID cases is alarming, things are okay at the hospital. The Tri-County (Portland) area is struggling, so Salem Health is keeping an eye on them. A task force is in place to plan and prepare for a possible vaccine, to be ready when one is available.

Ms. Trauernicht introduced herself and will be filling in for Commissioner Willis for this meeting.

Ms. Jamison said that the Marion County commissioners enacted a preference for families affected by the Beachie Creek wildfires. There have been 40 households referred so far, and 500 households selected from the waiting list. Salem Housing Authority, Home Forward, and Linn-Benton Housing Authority are working with Marion County Housing Authority. Ms. Jamison also announced that she has joined the Housing Stability Council.

Tribal Councilwoman Leno stated that there have been some positive COVID tests, so the Tribe has closed its campus for intensive cleaning but is providing resources and services to members. The Tribe will be purchasing RVs to allow families to quarantine.

Mayor Clark added that Keizer changed its RV rules to allow use of RVs for quarantine. Her staff can share that information with those who are interested.

Ms. Wolf said that the United Way is working on wildfire relief efforts, particularly on long-term coordination. Staff is working with FEMA and trying to eliminate duplication in the processes. Donated RVs and cars are being cleaned and provided to families in the Canyon as quickly as possible. The COVID food boxes are picking up again with more than 500 per week being provided. Staff will be pre-packing boxes to have ready for coverage during the holiday weeks. Ms. Wolf gave kudos to the City of Salem on approving continuing work on the CAHOOTS idea.

Mr. Enderle stated that they are at capacity at Gale's Lodge (Veterans' shelter) and have a waiting list.

CONSENT AGENDA

MOTION: By Councilor Hoy, **SECONDED** by Superintendent Perry, to **APPROVE THE CONSENT AGENDA, AS PRESENTED.**

- **AGENDA APPROVAL**
- **10-8-20 ORS 190 ENTITY AND ALLIANCE BOARD MINUTES**
- **FINANCIAL REPORT**
- **REVISIONS TO COMMITTEE CHARTERS**
- **APPOINTMENT OF MATT HERBERT, COMMUNITY ACTION AGENCY, TO THE POINT-IN-TIME WORKGROUP AND ACKNOWLEDGEMENT OF LINDA STRIKE'S RESIGNATION FROM SAME WORKGROUP**
- **RATIFICATION TO ACCEPT THE CHALLENGE TO END YOUTH HOMELESSNESS AS PART OF THE ALLIANCE COMMITTEE STRUCTURE**

- **STAFF REPORTS (BUILT FOR ZERO QUARTERLY REPORT, WORK PLAN, BUDGET REPORT)**

Motion carried.

IN FAVOR: Clark, Hoy, Clem, Corr, Slama, Perry, Trauernicht, Leno, Lair, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

ORS 190 ENTITY BUSINESS

Ms. Carlson reviewed the items listed. Staff has prepared a grant policy for board approval and has submitted grant applications to Willamette Health Council and the Collins Foundation. We are still waiting to hear from the Collins Foundation, but have learned that we were not awarded the grant from Willamette Health Council.

Staff also obtained information on two insurance policies. Dawn Bostwick, President, Huggins Insurance, is present if there are any questions. Ms. Bostwick provided a brief outline of the policies under consideration. One policy would provide Directors and Officers (D&O) liability, public officials professional liability, and employee practices liability that would include volunteers. The other policy is general liability, which covers bodily injury and damages to a third party. It is recommended to have both types of policies.

MOTION: By Councilor Hoy, **SECONDED** by Councilor Corr, to **APPROVE THE GRANT POLICY, AS PRESENTED.**

Motion carried.

IN FAVOR: Clark, Hoy, Corr, Perry, Leno, Trauernicht. **OPPOSED:** None. **ABSTAINED:** None.

MOTION: By Councilor Hoy, **SECONDED** by Tribal Councilwoman Leno, to **DIRECT STAFF TO MOVE FORWARD WITH INSURANCE APPLICATIONS.**

Motion carried.

IN FAVOR: Clark, Hoy, Corr, Perry, Leno, Trauernicht. **OPPOSED:** None. **ABSTAINED:** None.

EMERGENCY SOLUTIONS GRANT COLLABORATIVE APPLICATION

Ms. Calvin screenshared a PowerPoint presentation that was also provided with the agenda. The funds for this grant are federal CARES Act funds that will go through Oregon Housing & Community Services. The funds are designated Emergency Solutions Grants “COVID funds” (ESG-CV) and must be used to “prevent, prepare for, or respond to” the coronavirus, specifically as it pertains to homeless populations. A waiver allows use for rapid rehousing and street outreach. Other eligible uses include emergency shelter, prevention, and Homeless Management Information System (HMIS).

\$5.5 million has been earmarked for the Marion-Polk region. The Request for Applications (RFA) has not been released yet, and it is anticipated that there will be an additional eligible activities list. The timeline provided is tentative.

Oregon Housing & Community Services’ aim is an equity and racial justice-oriented response. Goals include strengthening Oregon’s shelter system, expanding the homeless services network by incorporating community nonprofits, and placing people in permanent housing by coordinating with other housing programs.

Ms. Calvin has convened meetings to discuss the collaborative application approach. She said she is seeing more people and groups at meetings, especially those serving culturally specific communities. She described some agreements that have already been discussed and concerns that have been expressed. Silverton is working to identify land for temporary housing, as is Salem. If cities want to do so, particularly with these funds, they need to be able to finish the process in time. Partner qualifications include identifying their role and expertise in the field and capacity to handle the amount of funds they would receive. The grant includes a number of compliance requirements, including collecting data using HMIS, conducting Coordinated Entry

assessments, and adhering to program and expenditure rules. It is proposed that Community Action handle grant compliance, while the Continuum of Care would be the grant applicant.

Discussion ensued. Splitting the applicant and compliance pieces leads to better transparency and neutrality in this collaboration. There are already more than six organizations wanting to use these funds. HMIS training can be provided. It is hoped that the RFA will be available soon so the eligibility criteria can be reviewed. There may be a request to have the Review and Ranking Subcommittee evaluate the participants. We need to consider how these funds will interplay and align with other CARES Act and shelter funds allowing broader service delivery.

MOTION: By Mr. Clem, **SECONDED** by Councilor Hoy, to **APPROVE THE STAFF RECOMMENDATION TO MOVE FORWARD WITH THE COLLABORATIVE APPLICATION, AS PRESENTED.**

Discussion: None.

Motion carried.

IN FAVOR: Clark, Hoy, Clem, Corr, Slama, Perry, Trauernicht, Leno, Lair, Wolf. **OPPOSED:** None.

ABSTAINED: None.

CoC SUMMIT

A summit is scheduled in February 2021. It is planned for Thursday, February 11, from 3-5:30 p.m. The governance charter requires the Collaborative Committee and the CoC Board to meet at least once per year together. Staff is currently planning an online event. With the large number of Collaborative Committee members, we could have more than 100 people participating. There will be presentations and possibly break out rooms. It will be an opportunity for the board to meet the many people working on homelessness in the community. There will be another discussion in December. A draft agenda is included in the packet on page 28. The Collaborative Committee will discuss the summit at next week's meeting. Anyone with topic ideas can share those with Ms. Carlson, Ms. Calvin, or Ms. Munns.

ALLIANCE STAFFING DISCUSSION

Ms. Carlson provided some background about Alliance staffing. Staff contracts expire on December 31, 2020. COG would prefer that the contracts be moved to the Alliance in January. Staff will bring new contracts to the board for approval at the December meeting. Currently, the contractors are working different numbers of hours. There is some overlap in the work, and some assignments done separately. Staff has been tracking hours to compare with the numbers of hours estimated in each consultant's flat rate. The table in the discussion materials shows that the consultants are working more hours than compensated in their contracts.

The budget information provided in the packet shows the potential impact on the annual budget.
Option 1 – adds two hours per week per contractor. There is sufficient budget to cover this option.
Option 2 – not applicable, as the Willamette Health Council grant was not awarded to us.
Option 3 – this is based on the Collins Foundation grant that has not been announced yet.

It will make sense at some point for the Alliance to hire permanent staff. The budget won't cover the costs of full-time permanent positions at this time. Mayor Clark thanked the consultants for the time-tracking data and said that the board needs to know the actual costs of the services to plan for the future. Staff support should be output oriented, not hours focused. We need to have good support and follow through.

MOTION: By Mr. Clem, **SECONDED** by Superintendent Perry, to **DIRECT STAFF TO BRING CONTRACTS ALIGNING WITH OPTION 1 TO THE NEXT MEETING.**

Discussion: It will be hard to hand off the program to permanent staff because of the expertise the contractors bring, but we need to think about how to do the transition over the long term. Thanks and kudos were given to the contractors for their work..

Motion carried.

IN FAVOR: Clark, Hoy, Clem, Corr, Slama, Perry, Trauernicht, Leno, Lair, Wolf. **OPPOSED:** None.

ABSTAINED: None.

2021 MEETING SCHEDULE

The 2021 schedule is provided in the packet. Please mark your calendars and let staff know of any problems or conflicts.

OTHER BUSINESS

Chair Clark asked David Montgomery to introduce himself. He is a Willamette University MBA candidate working with the PACE Team researching disparities services for people experiencing homelessness, including discrimination, and how that can be addressed via policy or otherwise. Mr. Montgomery stated that he was homeless at one point in his life, but is now in a better position, being an MBA candidate and also enrolled in the JD program at Willamette Law School. He said that he is impressed with the work and efforts of the CoC and offered to help with videography for interviews to be conducted during the Point-in-Time Count.

The next joint board meeting will be on December 10, 2020.

ADJOURNMENT

Hearing no further business, Chair Clark adjourned the joint meeting at 4:41 p.m.

Janet Carlson, MWVHA Consultant