

**MINUTES OF OCTOBER 12, 2021**

**MID-WILLAMETTE VALLEY HOMELESS ALLIANCE  
EXECUTIVE COMMITTEE  
AND  
ORS 190 ENTITY LEADERSHIP**

**Videoconference Via Zoom**

**MEMBERS PRESENT**

**CHAIR:** Mayor Cathy Clark, City of Keizer

**VICE-CHAIR:** Council President Chris Hoy, City of Salem

Commissioner Jeremy Gordon, Polk County

Leilani Slama, Vice President, Community Engagement, Salem Health

Commissioner Colm Willis, Marion County

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

**MEMBERS ABSENT**

None

**OTHERS PRESENT**

Jan Calvin, MWVHA Consultant

Janet Carlson, MWVHA Consultant

Denise VanDyke Admin. Specialist II, MWVCOG

**CALL TO ORDER & INTRODUCTIONS**

Mayor Clark called the meeting to order at 12:02 p.m. Attendance and the presence of a quorum were noted.

**MINUTES OF AUGUST 31, 2021**

**MOTION:** By Councilor Hoy, **SECONDED** by Ms. Wolf, to **APPROVE THE MINUTES OF AUGUST 31, 2021, AS PRESENTED.**

Motion carried.

**IN FAVOR:** Clark, Hoy, Gordon, Slama, Willis, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

**CONVENE AS CONTINUUM OF CARE APPEALS COMMITTEE**

Chair Clark recessed the Executive Committee-ORS 190 Entity Leadership meeting and called the Continuum of Care Appeals Committee meeting to order at 12:07 p.m. It was noted that there were no appeals filed in the local competition for U.S. Department of Housing & Urban Development (HUD) Continuum of Care (CoC) program funding. Kudos were given to Ms. Munns and Ms. Calvin for their work.

Board members inquired about how the review process went. Ms. Calvin reported that the Review & Ranking Subcommittee ranked nine proposals – seven were renewal projects and two were new. The ninth project, Sable House, came in second for Domestic Violence Bonus funds, but could be partially funded with Continuum of Care bonus and reallocation funding. Since the project request was more than the available funding, HUD can choose to:

- 1) Not award the \$83,292 bonus and reallocation funding to the CoC,
- 2) Award more than \$83,292 to fully fund the Sable House project, or
- 3) Fund the project at \$83,292, if the Sable House project is still viable at the reduced amount.

Staff should have a response on Wednesday from Sable House regarding their preference. The board can consider adjustments to the proposed prioritized list at the board meeting.

The Continuum of Care Appeals Committee meeting was adjourned at 12:11 p.m. Mayor Clark reconvened the Executive Committee-ORS 190 Entity Leadership meeting.

### **OCTOBER JOINT BOARD AGENDA**

Ms. Carlson and Ms. Calvin reviewed the draft board meeting agenda provided in the meeting packet. There have been several resignations and appointments to committees and workgroups, including the Youth Action Board. The Youth Action Board is developing an application process that will be brought to the board next month. A letter of support for the Youth Homelessness Demonstration Project planning grant needs to be ratified by the Alliance board. Annual invoices for member contributions will be sent soon to governmental members. The financial review is still in process.

ORS 190 Entity business included several Memoranda of Understanding (MOU). The first is an MOU with Salem Housing Authority that formalizes agreements around use of Coordinated Entry processes. Councilor Hoy noted for the record that he chairs the Salem Housing Authority board, but there is no conflict for today's meeting. The second MOU is with Catholic Community Services for the Fostering Hope Initiative. It is similar to agreements the board approved a year ago with Chemeketa Community College, Willamette Workforce Partnership, and the Marion-Polk Early Learning Hub. Three additional MOUs are to receive donations from non-governmental board members PacificSource, Union Gospel Mission, and United Way. Ms. Wolf was thanked again for increasing the United Way donation amount to \$5,000. Salem Health already processed a community grant which the CoC received in June, so no donation agreement is needed for Salem Health. Commissioner Willis noted for the record that he serves on the Catholic Community Services board, but there should be no conflicts.

The Word's Out PR agreement, provided in the packet, is for CoC communication services that includes social media. Ms. Carlson said that Nicole Thomas, principal, is enthused to begin.

The next action item on the board agenda is to consider the Final Prioritized List that is part of the HUD Notice of Funding Opportunity (NOFO) application. Ms. Carlson stated that during the scoring process, it became clear the scoring tools were skewed towards new proposals versus

renewals because of how points were allocated for system performance. She recommended revising the scoring tools prior to the next round. It is important to fine tune the process and do some test runs with the scoring. Fortunately, this situation had little impact on the current competition because the new and renewal projects were vying for separate funding allocations. Councilor Hoy confirmed how unintended consequences can occur in scoring tools, based on his experience in Clackamas County, and expressed support for an interim review of how points are allocated.

The annual update of the CoC Governance Charter will take place at the board meeting. Ms. Carlson described the proposed charter revisions. Some of the revisions are required by the HUD NOFO. The first proposal is to add board representatives with lived experience. Proposed language retains the LEAD representative and adds two new members with lived experience within the past seven. Members with recent lived experience would be recruited through the Collaborative Committee. After discussion, Executive Committee members gave direction that the Collaborative Committee should recommend, rather than appoint, the two members for board appointment. Commissioner Willis asked whether there should be two new members or one. Ms. Calvin responded that two members were recommended based on best practices, the percentage of the group, and to give moral support to each other. Commissioner Willis expressed concerns that the board not become too large to function well. Ms. Carlson replied that the board can revisit the issue next year.

A one percent assessment from providers for CoC administration was added to the charter, and “written” agendas are now specified. The Collaborative Committee’s purpose was expanded, pulling in responsibilities listed in other sections of the charter. Added language specifically allows the Collaborative Committee to establish subcommittees. The Performance & Evaluation Committee section includes some technical edits. Councilor Hoy requested that the acronym for ESG (Emergency Solutions Grant) be spelled out. The Coordinated Entry Committee changes were requested by committee vote. The Youth Action Board has been added as a standing committee. The list of Continuum of Care reports has been updated to match reports that the CoC produces.

Ms. Calvin described changes to the Homeless Management Information System (HMIS) section, which are to update the language to match reality. Names have been corrected as needed. Roles and responsibilities have been clarified. Ms. Carlson continued with changes to the project application section. The process has been clarified, including correcting NOFA (Notice of Funding Availability) to NOFO (Notice of Funding Opportunity).

The NOFO requires that all CoC policies be incorporated into the governance charter. Coordinated Entry and performance monitoring processes have been incorporated by reference. Administrative policies, such as letters of support and grant policies, have been added with dates of adoption. Policies affecting programs incorporated into the charter include the CoC’s anti-discrimination policy and street outreach policy. There are some new elements proposed to the anti-discrimination policy. An Eligibility for Educational Services Policy has been drafted and was reviewed by Julie Conn-Johnson, 24J McKinney-Vento liaison. It promotes

connections with schools and requires that programs provide information to families about their eligibility for educational programs. In the upcoming months, the CoC will need to develop agreements with school districts regarding protocols to identify eligible students. A Limited English Proficiency policy ensures that reasonable steps are made to ensure meaningful access regardless of English proficiency.

Two policies that will be added to the charter in November are the Rapid Re-Housing Standards and Permanent Supportive Housing Standards.

The board meeting will conclude with a panel discussion with McKinney-Vento liaisons from several school districts in Marion and Polk counties.

**MOTION:** By Councilor Hoy, **SECONDED by** Commissioner Gordon, to **APPROVE THE AGENDA FOR OCTOBER 14, 2021, AS DISCUSSED.**

Motion carried.

**IN FAVOR:** Clark, Hoy, Gordon, Willis, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

#### **OTHER BUSINESS**

Huge thanks were given for the work done to obtain additional grant funds.

Councilor Hoy reported that he will be meeting with Mayor Clark and Representative Raquel Moore-Green regarding homelessness issues. Tomorrow, City of Salem representatives will be meeting with Marion County Commissioners on homelessness issues. Councilor Hoy and Mayor Clark are conducting an orientation with Ashley Carson Cottingham, serving as board alternate for the Salem-Keizer School District.

Ms. Wolf stated that the groundwork for the cottage village units on Market Street has begun. There will be eight to twelve units to start. United Way is working with the City of Salem to look for additional parcels.

Commissioner Willis added that Marion County is working with the State of Oregon on two temporary housing sites in the Santiam Canyon that will include tiny homes and RVs. There should be about forty households helped. The process is surprisingly complicated.

#### **ADJOURNMENT**

Hearing no further business, Chair Clark adjourned the meeting at 1:05 p.m.

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Janet Carlson, MWWHA Consultant