

MINUTES OF MAY 5, 2020

**MID-WILLAMETTE VALLEY HOMELESS ALLIANCE
EXECUTIVE COMMITTEE**

Videoconference Via Zoom

MEMBERS PRESENT

CHAIR: Mayor Cathy Clark, City of Keizer

VICE CHAIR: Council President Chris Hoy, City of Salem

Commissioner Colm Willis, Marion County

Leilani Slama, Vice President, Community Engagement, Salem Health (by phone)

Commissioner Lyle Mordhorst, Polk County (by phone)

MEMBERS ABSENT

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

OTHERS PRESENT

Jan Calvin, MWVHA Consultant

Janet Carlson, MWVHA Consultant

Carla Munns, MWVHA Consultant

Renata Wakeley, Acting Executive Director, MWVCOG

Denise VanDyke Admin. Specialist II, MWVCOG

Kim Parker-Llerenas, Collaborative Committee Co-Chair

Sarah Owens, CANDO

Michael Livingston, CANDO

Kimberly McBeth, Client Services Manager, Salem Housing Authority

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

CALL TO ORDER & INTRODUCTIONS

Mayor Clark called the meeting to order at 12:06 p.m. The presence of a quorum was noted. Roll call was taken.

MINUTES OF MARCH 2, 2020

MOTION: By Councilor Hoy, **SECONDED** by Ms. McBeth[DC1], to **APPROVE THE MINUTES OF MARCH 2, 2020, AS PRESENTED.**

Motion carried.

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

INTERIM IGA

Ms. Carlson reported that the Salem-Keizer School District is the only organization left to approve the interim Intergovernmental Agreement (IGA). It will be considered at the May 12 school board meeting. We are waiting for two other signature pages to insert into the compiled final IGA document. Staff is following up and working on the new ORS 190 Entity Agreement. It was requested that all organizations have their legal counsels review the ORS 190 Entity IGA as soon as possible and contact Janet with any comments. It would be preferable to approve the IGA at the June 11 meeting so there is time for organizations to approve it by August. It is recommended to have the Alliance board approve the IGA and then allow no more changes. Ms. Wakeley mentioned that the next MWVCOG Executive Committee meeting will be June 2, and she would like to have this as an agenda item for that committee.

MAY MEETING AGENDA

Ms. Calvin reviewed the items on the proposed Alliance board meeting agenda. Staff will be adding an item regarding the assignment of an organization to receive funds from a legislative Emergency Board allocation. The committee agreed that this item should be added to the consent agenda.

Ms. Munns explained the Conflict of Interest and Code of Conduct forms, which are required for all board members. Two board members identified potential or perceived conflicts of interest. Three board members have not yet submitted the forms.

Ms. Carlson stated that a process can be set up where a board member simply declares any conflicts continues participating, if allowed by law. Those with actual conflicts, including representatives of organizations that receive or are applying for Continuum of Care funds, would need to recuse themselves and leave the room. Ms. Carlson referred members to the definitions included in the Conflict of Interest policy. The policy was created with assistance from the Home Base federal technical assistance staff assigned to us. Bottom line, board members want to avoid any real or perceived conflicts to maintain our transparency and neutrality. The Performance and Evaluation (P&E) Committee members will be signing both forms.

The charter for the Collaborative Committee will be replaced with a version that corrects a couple of typos.

The item designating an organization to receive legislative funds was discussed. Staff was asked to obtain documentation of the amounts spent by Community Action per week on hotel room costs. Ms. Calvin will follow up on this. The agency reported housing 125-130 people currently and hopes to house 150 more in hotel rooms. Ms. Slama said that she is looking for a breakdown on the spending for accountability's sake.

With regard to the item on Strategic Planning, the logic model in the packet will be replaced. Board members should have received an email with a new SurveyMonkey survey related to the Strategic Plan. Members were asked to complete the survey at their earliest opportunity.

The agenda will conclude with two presentations by Shangri La and Center for Hope and Safety, along with a demo of the new website.

For the June board meeting, Mayor Clark asked for an update on COVID-related responses. Information on these activities can be shared with Oregon Emergency Management for future reference.

STAFF CONTRACTS

Ms. Carlson, Ms. Calvin, and Ms. Munns are on the second amendments to their contracts. Contracts cannot be extended beyond June 30. Ms. Carlson is working on a one-year contract for each consultant that will be brought before the Alliance board in June.

OTHER BUSINESS

Grants from Salem Health and the Community Business and Education Leaders Collaborative (CBEL) were acknowledged.

Ms. Calvin mentioned that the Collaborative Committee anticipates a big rush for rental assistance when the current assistance ends.

Ms. Munns announced that the P&E Committee meets at 3 p.m. today. The PIT (Point in Time) Count workgroup will have its first meeting in July. If there are suggestions for additional members of the PIT Count group, please send them to Ms. Munns.

NEW WEBSITE DEMONSTRATION

Ms. Calvin demonstrated the new website via screenshare. It is powered by WordPress and includes a blog on the home page. Discussion ensued regarding how to use the “Funding” page. Mayor Clark suggested including stories of COVID responses and opportunities.

ADJOURNMENT

Hearing no further business, Chair Clark adjourned the meeting at 12:58 p.m.

Janet Carlson, MWVHA Consultant