

**MINUTES OF SEPTEMBER 22, 2022**

**MID-WILLAMETTE VALLEY HOMELESS ALLIANCE EXECUTIVE COMMITTEE/  
ORS 190 ENTITY LEADERSHIP  
JOINT MEETING**

**Videoconference Via Zoom**

**MEMBERS PRESENT**

CHAIR: Mayor Cathy Clark, City of Keizer

VICE CHAIR: Council President Chris Hoy, City of Salem

Commissioner Danielle Bethell, Marion County

Commissioner Jeremy Gordon, Polk County

Leilani Slama, Chief Communications and Community Relations Officer, Salem Health

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

**MEMBERS ABSENT**

None

**OTHERS PRESENT**

Marianne Bradshaw, MWVHA Consultant

Janet Carlson, MWVHA Consultant

Denise VanDyke Admin. Specialist II, MWVCOG

**CALL TO ORDER & INTRODUCTIONS**

Mayor Clark called the meeting to order at 12:04 p.m. The presence of a quorum was noted. The Appeals Committee was not convened, as there were no letters of appeal received. Applicants, consultants, and Review & Ranking Subcommittee members were thanked.

**MINUTES OF AUGUST 2, 2022**

**MOTION:** By Councilor Hoy, **SECONDED** by Commissioner Gordon, to **APPROVE THE MINUTES OF AUGUST 2, 2022, AS PRESENTED.**

Motion carried.

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

**SEPTEMBER JOINT BOARD AGENDA**

Mayor Clark reviewed the agenda. Ms. Carlson reported that a banking signature resolution may be added to the ORS 190 Entity business items. Also, October is the annual review of the CoC Governance Charter. Mayor Clark clarified that, for the purposes of the public comment time, “public” is defined as anyone who is not a board member. Board members are intended to be the listeners during this period. The next agenda item is the Notice of Funding Opportunity. Ms. Carlson and Ms. Calvin are in the process of completing the application package, to be submitted no later than Wednesday or Thursday of next week. At the board meeting, consultants will be presenting the final prioritized list, thanks to the work by the Review &

Ranking (R&R) Subcommittee last week; the cash match letter for the new CoC Planning Grant; and the 129 pages of tables and answers that make up the majority of the application. Ms. Carlson shared some examples of questions from the application. This process has helped update the checklist of things the CoC is required to do.

Mayor Clark thanked the consultants and the R&R Subcommittee for their work on this complex process and application document. Commissioner Bethell expressed how much she learned about the process through participating in the R&R meetings. She supports what Ms. Carlson said about knowing what we should be doing. It was a complicated process, and it was clear that additional training would be greatly helpful. She added that every board member should be required to participate in this process at least once to understand just what is involved, and she thanked Commissioner Gordon for encouraging her to engage in this process. Councilor Hoy concurred, based on his experience in Clackamas County. Commissioner Bethell added that it gives you a perspective on what each community organization's mindset is for outcomes and determine if that is in alignment with our goals as the CoC and where we can encourage changes, if needed.

Ms. Carlson mentioned that there is a Certification of Consistency needed, signed by the City of Salem and Marion County as the largest participating jurisdictions, that affirms the prioritized programs are in alignment with the jurisdictions' plans. Last year, it took about two weeks for a signature. This year, because Commissioner Bethell was involved, the turnaround was one day. Commissioner Bethell mentioned that having Mr. Clem and a representative from Catholic Community Services present were helpful to be able to provide a service provider point of view. She also recommended a refresher a couple of times a year, bringing in providers to give the Alliance board an update on how they are doing.

Regarding the staffing proposal agenda item, Mayor Clark stated that in going over the minutes from the last meeting, it was clear that there is a desire to have a workgroup look at the staffing proposal, the body of work being done now, and how to transition that from a consultant to a hired employee. Commissioner Bethell said that this is needed right away, and we need people involved to fully understand the scale of the work being done by the consultants. We need a local staff person who can develop the relationships with providers, board members and local government agencies; collaborate and bring information together to develop the marching orders along with the board for moving forward. There is no possible chance on this earth for the consultants to do this – Ms. Carlson is not local, and Ms. Calvin is moving. The job would really be more than one person to do. We really need an executive director to work with consultants and determine what those consultants would be doing. Mayor Clark said that her priority is a full-time staff person to do the work that the consultants are currently doing. There was discussion as to whether it would be most effective to create two positions concurrently or consecutively. There was agreement that, ultimately, two positions are needed. The financial requirements may be a deciding factor. The workgroup should work with Ms. Carlson and Mr. Dadson on drafting something. Commissioner Bethell, Commissioner Gordon, Councilor Hoy, and Ms. Wolf volunteered. Others to be invited include Josie Silverman-Mendez and Dan Clem. Ms. Carlson asked that the workgroup consider the sustainability of the funding for the position, along with the other elements discussed. The workgroup will be appointed by the board and will be deliberating towards a decision, so meetings will need to be noticed.

Ms. Carlson noted that she made a request to April Mitchell at HUD asking for recommendations for a neutral third parties to assist. Ms. Bradshaw provided an update on the Youth Action Board/Alliance Board joint work session planning. Superintendent Perry, Councilor Lopez, and Ms. Bradshaw were tasked with planning the meeting. The planning group is looking at a Wednesday or Thursday evening at the Salem Housing Authority meeting room. There may be a taco truck on site for food. It was recommended to place this item between items E and F on the agenda. Time limits on each agenda item were suggested, especially as some items have been pushed forward multiple times. Executive Committee members committed their support behind Mayor Clark as chair for getting the agenda completed. Superintendent Perry, Councilor Lopez, and Ms. Spencer will participate in the YDHP Update.

**MOTION:** By Councilor Hoy, **SECONDED** by Commissioner Gordon, to **APPROVE THE AGENDA FOR SEPTEMBER 28, 2022, AS DISCUSSED AND MODIFIED.**

Motion carried.

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

### **OTHER BUSINESS**

Mayor Clark asked if Bridgeway Recovery Services has been approached to be one of our healthcare partners? Ms. Carlson reported that Bridgeway has been approached and is writing a letter of commitment.

Commissioner Bethell described a question raised by Ms. Silverman-Mendez during the R&R Subcommittee meeting about the challenges homeless services providers have in determining whether their client is connected to medical services or who their primary care doctor is. According to Ms. Silverman-Mendez, "We have this information. Why wouldn't they call PacificSource and get it?" Commissioner Bethell asked what can be done to help providers connect to that resource, via a Memorandum of Understanding or other mechanism? Ms. Carlson said that she plans to connect Ms. Silverman-Mendez with the Health and Safety Committee and will mention the information sharing ideas, as well.

Mayor Clark suggested adding a regular five-minute update from an Alliance committee at each board meeting. This should engage the board more deeply. Commissioner Bethell added that she would like have timelines on all agendas moving forward, and to stick to them. Any requests for input from the committees (or anyone else) should be in the agenda packet with information provided on how to give input or feedback after the meeting.

### **ADJOURNMENT**

Hearing no further business, Chair Clark adjourned the meeting at 1:19 p.m.