

MINUTES OF JANUARY 16, 2020

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE DEVELOPMENT COUNCIL

**MWVCOG Conference Room
100 High Street SE, Suite 200
Salem, Oregon**

MEMBERS PRESENT

CHAIR: Mayor Cathy Clark, City of Keizer
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley
Christy Perry, Superintendent, Salem-Keizer School District
Jimmy Jones, Executive Director, Mid-Willamette Valley Community Action Agency (MWVCAA)
Tom Pessemier, City Manager, City of Independence
Kristin Retherford for Councilor Chris Hoy, City of Salem
Tribal Councilor Lisa Leno, Confederated Tribes of Grand Ronde
Commissioner Lyle Mordhorst, Polk County
Commissioner Colm Willis, Marion County
Dan Clem, Executive Director, Union Gospel Mission of Salem

MEMBERS ABSENT

Mayor Chuck Bennett, City of Salem
Chad Olsen, Interim City Manager, City of Monmouth

OTHERS PRESENT

Jan Calvin, MWVHA Consultant
Janet Carlson, MWVHA Consultant (by phone)
Sean O'Day, Executive Director, MWVCOG
Renata Wakeley, Acting Executive Director, MWVCOG
Denise VanDyke Admin. Specialist II, MWVCOG
Carla Munns, Consultant
Julie Conn-Johnson, Salem-Keizer School District
Jesse Lippold, Salem-Keizer School Board
Robin Winkle, Shangri-La
Cyndi Leinassar, Salem Health
Jim Seymour, Community Business and Education Leaders Collaborative
Sarah Owens
Michael Livingston

CALL TO ORDER & INTRODUCTIONS

Mayor Clark called the meeting to order at 3:05 p.m. The presence of a quorum was noted. Introductions were made around the room for the benefit of new members, guests, and those on the phone. Ms. Wakeley was introduced as the Acting Executive Director, as Mr. O'Day has resigned to take a position with the State of Oregon Department of Veterans Affairs.

CALL TO APPROVE AGENDA

The agenda was approved by consensus.

CALL TO APPROVE MINUTES

MOTION: By Ms. Wolf, **SECONDED** by Mr. Jones, to **APPROVE THE MINUTES OF NOVEMBER 18, 2019, AS PRESENTED.**

Motion carried.

IN FAVOR: Clark, Clem, Wolf, Pessemier, Perry, Jones, Retherford, Leno, Mordhorst, Willis.

OPPOSED: None. **ABSTAINED:** None.

JURISDICTION/ORGANIZATION UPDATES

Commissioner Mordhorst stated that more than 60 families have been helped in Polk County with housing in the last six months.

Mr. Jones stated that his staff is working hard to house people as fast as they can.

Councilor Leno reported that a tribal housing project will be finished in the next couple of months, and the Tribe is working with housing vouchers valid in Yamhill and Polk counties.

Mr. Clem announced that both shelters are full. That means 150 beds and 48 floor mats at the men's shelter, and 101 women and 14 children at Simonka House.

Ms. Wolf stated that Safe Sleep United opened one month ago. They hope to increase the number of beds shortly. Work continued on the community response unit (CAHOOTS), and they hope to have it on the road by June.

Mr. Pessemier said that a warming shelter will be open Thursday and Friday of this week.

Commissioner Willis mentioned that the local statistics are strange. Less than half as much housing as a decade ago is being produced, but more are moving here than ever and prices are going up.

Mayor Clark agreed, and said that Keizer is in a similar situation. The time to ramp up and build new housing doesn't help the problem right now. Keizer recently prohibited camping on sidewalks, public property, and public rights-of-way. This is not a new thing, but has received a lot of attention.

Ms. Calvin gave a reminder that the Continuum of Care (CoC) has been approved by the U.S. Department of Housing & Urban Development (HUD). The registration system is open. The HUD notice of awards is provided on page 6 of the packet. There is not as much as was hoped for, but it is a starting point. The HUD awards were discussed. Ms. Winkle explained how Shangri-La is affected. The coordinated entry grant is a continuation from the past. Mr. Jones gave some background regarding the Family Promise grant that has been transferred to MWVCAA for rapid rehousing. This grant will last for one year. The tier two projects could be awarded in the second year. Ms. Calvin mentioned that a technical assistance call with HUD occurred regarding the Homeless Management Information System (HMIS). Staff is working to get local data.

Ms. Perry said that tentative data shows graduation rates up across all categories except homeless youth. 959 this year versus 850 last year.

Ms. Retherford mentioned that a special council meeting will happen next week to declare a housing emergency. This will allow for car camping, opening a temporary shelter with a capacity of 37 at Pringle Hall through March 31st, and add another nine shelter beds elsewhere.

Jim Seymour spoke regarding the work of the Community Business and Education Leaders Collaborative. The group is a coalition of leaders who want to work towards homelessness being rare, short-lived, and

non-recurring. Participants recognize the value of the work of the Homeless Alliance and the formation of the local CoC, and will support it as best they can. To that end, they are offering a grant of \$50,000 per year for three years to help close the gap in funding. He provided copies of the Collaborative's report, and asked for a contact person to work with. Mayor Clark asked that staff look at the grant agreement with plans to accept. Appreciation was expressed for this generous gift.

CONTRACT WITH CARLA MUNNS

Mr. O'Day explained how the relationship between the CoC and COG works. Ms. Calvin handed out the December 2019 financial report on 2018 funds. The contract with Ms. Munns to serve as contract staff would be standard with the contracts with Ms. Carlson and Ms. Calvin. Ms. Carlson added that the CoC has been approved, so now we need staff to do the work. Multiple committees will need staff to support them, and there is no need to wait. The contract is provided in the packet for reference. Ms. Munns would be working with the committees, in tandem with Ms. Calvin. Ms. Carlson complimented Ms. Munns for her knowledge, passion, and drive for this work.

MOTION: By Mr. Clem, **SECONDED** by Commissioner Mordhorst, to **APPROVE THE PROPOSED FLAT-RATE CONTRACT WITH CARLA MUNNS, AS PRESENTED.**

Motion carried.

IN FAVOR: Clark, Clem, Wolf, Pessemier, Perry, Jones, Retherford, Leno, Mordhorst, Willis.

OPPOSED: None. **ABSTAINED:** None.

CONTINUUM OF CARE

Ms. Carlson stated that the HUD registration deadline for the new Continuum of Care is March 5. Staff is proposing that we begin working as a CoC in February. There will be many procedural motions at the February meeting of the CoC Board of Directors to approve recommendations from the Development Council. We may want to include a "consent agenda" item going forward. She reviewed the recommendations needed from the Development Council.

Committee chairs for the various committees were discussed. Details were provided in the packet, beginning on page 14. A nominating committee is recommended to help select candidates for chairs of the Performance and Evaluation Committee and the CoC Collaborative Committee. The nominating committee should need to meet only once. Each committee will have a charter of about one page. Those named in the committee descriptions have agreed to serve, if selected. The following people volunteered to be on the nominating committee: Dan Clem, Commissioner Lyle Mordhorst, Commissioner Colm Willis, Councilor Chris Hoy (agreed via text), and Mayor Cathy Clark.

MOTION: By Mr. Clem, **SECONDED** by Ms. Perry, to

1. RECOMMEND THAT THE COC BOARD APPOINT THE FOLLOWING BOARD MEMBERS TO SERVE AS EXECUTIVE COMMITTEE MEMBERS:

a. CHAIR – CATHY CLARK

b. VICE CHAIR – CHRIS HOY

c. MEMBER – COLM WILLIS, MARION COUNTY

d. MEMBER – LYLE MORDHORST, POLK COUNTY

e. MEMBER – BOARD MEMBER REPRESENTING SALEM HEALTH

f. MEMBER – RHONDA WOLF, UNITED WAY

2. RECOMMEND TO THE COC BOARD THAT ASHLEY HAMILTON, MWVCAA, SERVE AS CHAIR OF THE COORDINATED ENTRY COMMITTEE, AND REQUEST MS. HAMILTON TO PRESENT A ROSTER OF RECOMMENDED COMMITTEE MEMBERS TO THE COC BOARD FOR APPROVAL AT THE FEBRUARY BOARD MEETING

3. **RECOMMEND TO THE COC BOARD THAT JIMMY JONES, MWVCAA, AND HUNTER BELGARD, OREGON HOUSING AND COMMUNITY SERVICES, SERVE AS CO-CHAIRS OF THE HMIS USERS WORKGROUP, AND REQUEST THAT MR. JONES AND MR. BELGARD PRESENT A ROSTER OF RECOMMENDED WORKGROUP PARTICIPANTS TO THE COC BOARD FOR APPROVAL AT THE FEBRUARY BOARD MEETING**
4. **RECOMMEND TO THE COC BOARD THAT SARA WEBB, MWVCAA, SERVE AS CHAIR OF THE POINT-IN-TIME COUNT WORKGROUP AND REQUEST MS. WEBB TO PRESENT THE ROSTER OF MEMBERS CURRENTLY PARTICIPATING IN THE 2020 POINT-IN-TIME WORKGROUP TO THE COC BOARD FOR RATIFICATION AT THE FEBRUARY BOARD MEETING**
5. **AUTHORIZE CHAIR CLARK TO FORM AND APPOINT MEMBERS TO A NOMINATING COMMITTEE THAT WILL RECOMMEND INDIVIDUALS TO SERVE IN THE FOLLOWING ROLES, PRESENT THE INDIVIDUALS FOR APPOINTMENT BY THE COC BOARD AT THE FEBRUARY BOARD MEETING:**
 - a. **COLLABORATIVE COMMITTEE CO-CHAIRS**
 - b. **PERFORMANCE AND EVALUATION COMMITTEE CHAIR AND INITIAL SLATE OF COMMITTEE MEMBERS**

Motion carried.

IN FAVOR: Clark, Clem, Wolf, Pessemier, Perry, Jones, Retherford, Leno, Mordhorst, Willis.

OPPOSED: None. **ABSTAINED:** None.

Ms. Perry requested an organizational chart for how all of the committees and the board interact. Commissioner Willis requested a one sentence definition of each committee's job.

A five-year budget forecast and two versions of a table of contributions were provided. Methodologies provided on page F3 were discussed. The high level overview of what the next five years could look like was provided on page F4. All estimates are conservative. The amount provided includes only contributions from governmental members, because under the ORS 190 agreement, only governments can contribute. Contracted COG services would include website support, fiscal services, support staff services, legal services, and other staff services. Ms. Perry asked about the plan for staffing. Ms. Carlson explained that secure funding is needed to move to having full-time staff, as opposed to contracted staff. It could take ten years to get to that point. We need to grow the CoC and seek additional funding.

The value of reporting progress to the jurisdictions/organizations we represent to encourage future funding was discussed.

The draft ORS 190 agreement was reviewed and discussed. Mr. O'Day explained what a 190 organization is, as defined by the Oregon Revised Statutes, section 190. Forming a 190 organization is beneficial, because it provides an independent legal status which allows the organization to directly contract with other organizations, businesses, or contractors. The draft agreement provided was drafted by Janet Carlson and reviewed by Bill Monahan. It is based on the MWVCOG 190 agreement and the CoC governance charter.

On page 3 of the agreement there is a reference to non-profit participation. According to interpretations of ORS 190, originating members of a 190 organization must be governmental entities who can join by ordinance or written declaration. Seats can be provided on the board for nonprofit organizations. Each member jurisdiction will approve the agreement separately, as they did with the Memorandum of Agreement to form the Development Council. Discussion included how withdrawal of membership would work, additional clarification of the difference between joining by ordinance and joining by declaration,

membership continuing in good standing, and whether it should be set in writing that the Executive Committee shall include representatives from Polk County, Marion County, and the City of Salem. Mr. O'Day suggested setting a meeting to include current governmental member legal counsels to work through these concerns and possibly help create standardized ordinance and declaration templates.

The next steps are:

1. Have meeting with legal counsels
2. Bring the 190 document to the Board of Directors on February 13
3. Send the 190 agreement out to the jurisdictions for approval

ADJOURNMENT

Hearing no further business, Chair Clark adjourned the meeting at 5:07 p.m.

Janet Carlson, MWVHA Consultant