**MINUTES OF DECEMBER 9, 2021**

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

**Zoom Meeting**

***MWVHA BOARD***
**MEMBERS PRESENT**
CHAIR: Mayor Cathy Clark, City of Keizer
Commissioner Danielle Bethell, Marion County
Councilor Shannon Corr, City of Independence
Hank Crapser, Navigator, Law Enforcement Assisted Diversion (LEAD)
Commissioner Jeremy Gordon, Polk County
Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde
Christy Perry, Superintendent, Salem-Keizer School District
Kristin Retherford for Mayor Chuck Bennett and Councilor Chris Hoy, City of Salem
Josie Silverman-Mendez, Director, Marion-Polk County CCO, PacificSource
Leilani Slama, Vice President, Community Engagement, Salem Health
Commissioner Colm Willis, Marion County
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley
Ian Dixon-McDonald, Vice President of Programs, Marion Polk Food Share; Co-Chair, CoC Collaborative Committee
Nicole Utz, Housing Administrator, Salem Housing Authority

**MEMBERS ABSENT**
Mayor Chuck Bennett, City of Salem
Dan Clem, Executive Director, Union Gospel Mission of Salem
Christian Edelblute, Executive Director, West Valley Housing Authority
Eric Enderle, Veteran Services Officer, Polk County Veteran Services
Council President Chris Hoy, City of Salem
Candace Jamison, Executive Director, Marion County Housing Authority
Jimmy Jones, Executive Director, Mid-Willamette Valley Community Action Agency
Councilor Christopher Lopez, City of Monmouth
Kim Parker-Llerenas, Executive Director, Willamette Workforce Partnership; Co-Chair, CoC Collaborative Committee

***ORS 190 ENTITY BOARD***
**MEMBERS PRESENT**
PRESIDENT: Mayor Cathy Clark, City of Keizer
Councilor Shannon Corr, City of Independence

Commissioner Jeremy Gordon, Polk County
Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde
Christy Perry, Superintendent, Salem-Keizer School District
Kristin Retherford for Council President Chris Hoy, City of Salem
Commissioners Danielle Bethell and Colm Willis, Marion County

**MEMBERS ABSENT**
Council President Chris Hoy, City of Salem
Councilor Christopher Lopez, City of Monmouth

**STAFF AND GUESTS PRESENT**
Jan Calvin, MWVHA Consultant
Janet Carlson, MWVHA Consultant
Lisa Trauernicht, MWVHA Consultant
Denise VanDyke, Admin. Specialist II, MWVCOG
Councilor Laura Reid, City of Keizer
Marianne Bradshaw
Tricia Frizzell, Mid-Willamette Valley Community Action Agency
Mari Anne Gest, Church at the Park
Michael Livingston, CAN-DO Neighborhood Association
Carla Munns, Community Business and Education Leaders Collaborative (CBEL)
Nicole Thomas, Word's Out PR
Derek Wentorf, Corporation for Supportive Housing (CSH)

**CALL TO ORDER**
Mayor Clark called the meeting to order at 3:02 p.m. The presence of a quorum of both boards was noted.

**INTRODUCTIONS AND JURISDICTION/ORGANIZATION UPDATES**
Ms. Retherford announced that the City of Salem signed documents for Yaquina Hall on Monday. This project has been in the works for five years. Salem City Manager Steve Powers will be retiring effective February 28, so the City of Salem will be recruiting for that position.

Ms. Utz added that the last paperwork for Yaquina Hall is underway. Under Salem Housing Authority, the project will complete renovations with all new amenities.

Ms. Slama said that she is inordinately proud of the good press Salem has been getting and that great work is being done for the houseless.

Councilor Corr mentioned that the City of Independence is also recruiting for a City Manager and hopes to have one in place by January.

Mr. Crapser reported that LEAD is fully staffed. New staff are training. There are five navigators now.

Commissioner Gordon said that the Polk County Board of Commissioners approved the purchase of a four-plex for transitional housing for the reentry population with acute mental health services. A possible partner is a church in Dallas. Faith in Action leaders came together to talk about how to address homelessness and poverty.

Tribal Councilwoman Leno announced that the Tribe has been awarded HUD funding and submitted an application for Oregon Health Authority funding for tiny houses. The Tribe hopes to coordinate with a local program that has need of projects and could use the extra dollars.

Ms. Silverman-Mendez said that Community Health Coordinator Elaine Lozier is gearing up for CCO 101, an Oregon Health Plan overview, with speakers about the local Coordinated Care Organization and how people can connect. PacificSource hopes to do more presentations with housing and homelessness providers.

Commissioner Bethell stated that Marion County is opening His Place, a nine-unit building, to provide supplemental housing for single parents with kids along the same lines as Her Place. As the names suggest, Her Place is for single mothers and children, and His Place is for single fathers with children.

Commissioner Willis added his support for His Place and noted that there is a lot going on in Marion County but not yet ready to be announced.

Ms. Wolf stated that December is no longer a slow period. The United Way will be distributing 16,000 toys for Toys for Tots in the three-county area, as well as 900 sets of pajamas for foster kids. United Way has finalized and paid for the house across from Swegle School and has complete site control. This will be housing for seniors on fixed incomes to prevent homelessness. Groundbreaking is planned after the first of the year. Funding is from $3.3 million in ARPA funds through Senator Patterson. United Way is working with Marion County on rental assistance. Ms. Wolf added that United Way managed to get some dental work donated through a local dental provider for a member of the Youth Action Board. She noted that at the Keizer Parade Saturday night a tiny home destined for a family in the Santiam Canyon will be showcased.

Superintendent Perry provided a reminder that some kids are not looking forward to the time at home for the holidays for various reasons. She expressed her huge appreciation for those working to help.

Mayor Clark highlighted the Miracle of Christmas in Keizer and said that the Keizer Women's group is preparing more than 300 boxes to support kids and families.

Mr. Dixon-McDonald reported that the Collaborative Committee is conducting trainings, preparing for the PIT Count, considering board member candidates with lived experience, and working on the

upcoming CoC Summit. Marion-Polk Food Share has the Gubser Neighborhood event about to begin. Keeping food moving to those who need it is the priority. He recommended talking to Marion-Polk Food Share early for food partnerships to feed program clients.

**CONSENT AGENDA**

Chair Clark reviewed the Consent Agenda. Items 2 and 7 were pulled for discussion.

**MOTION:** By Ms. Retherford, **SECONDED by** Commissioner Gordon, to **APPROVE THE CONSENT AGENDA, MINUS ITEMS 2 AND 7, AS PRESENTED.**

1. **AGENDA APPROVAL**
3. **YOUTH ACTION BOARD (YAB) APPOINTMENT PROCESS AND REVISED APPLICATION FORM**
4. **REVISIONS TO THE YAB CHARTER**
5. **ACCEPT THE RESIGNATION OF CATHERINE TODD, EASTERSEALS, FROM THE COORDINATED ENTRY COMMITTEE**
6. **APPOINT ANGIE WILSON, CHURCH @ THE PARK, AS CO-CHAIR OF THE PIT COUNT WORKGROUP AND ACCEPT THE RESIGNATION OF DJ VINCENT**
8. **STAFF REPORTS, INCLUDING THE LATEST COC WORK PLAN AND BUDGET REPORT**

Discussion: None.

**Motion carried.**

**IN FAVOR:** Clark, Bethell, Corr, Crapser, Gordon, Leno, Perry, Retherford, Silverman-Mendez, Slama, Willis, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

**Item #2 – 11-4-21 ORS 190 Entity and Alliance Board minutes** – Mayor Clark noted that Ashley Carson Cottingham was present at the November board meeting representing Christy Perry for Salem-Keizer School District but was only listed as present under the ORS 190 Board attendees and should also be listed under the Alliance board.

**MOTION:** By Ms. Retherford, **SECONDED by** Commissioner Gordon, to **APPROVE THE MINUTES OF NOVEMBER 4, 2021, AS CORRECTED.**

Discussion: None.

Motion carried.

**IN FAVOR:** Clark, Bethell, Corr, Crapser, Gordon, Leno, Perry, Retherford, Silverman-Mendez, Slama, Willis, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

**Item #7 – Approve letter of support for City of Silverton** – Ms. Carlson explained that Ron Chandler, Silverton City Manager, has been working with Sheltering Silverton to site pallet homes on Public Works property. The City of Silverton will be submitting an application to Marion County for ARPA grant funds. Ms. Carlson met with Mr. Chandler to discuss the project and offered that the Alliance could offer a letter of support. The draft letter is provided in the meeting packet. Commissioner Willis stated the need to abstain and questioned the Alliance approving a letter of support for grant funding provided by a member organization. Commissioner Bethell added her concerns about how the letter might be interpreted by county staff. Mayor Clark suggested looking at this as a policy

issue if the source of funds is from a member organization. After discussion, there was no motion put forward to approve the item.

**ORS 190 ENTITY BUSINESS**

Ms. Carlson introduced Marianne Bradshaw and asked her to provide the board with a brief statement about her background and interest in working with the Youth Homelessness Demonstration Program (YHDP). Ms. Bradshaw stated that she is a "data nerd" and loves working with youth. Ms. Carlson recommended the board enter into a contract with Ms. Bradshaw to coordinate youth activities.

**MOTION:** By Ms. Retherford, **SECONDED by** Tribal Councilwoman Leno, to **APPROVE THE CONTRACT WITH MARIANNE BRADSHAW, AS PRESENTED.**
Discussion: None.
Motion carried.
**IN FAVOR:** Clark, Corr, Gordon, Leno, Perry, Retherford, Willis/Bethell. **OPPOSED:** None.
**ABSTAINED:** None.

Ms. Calvin provided background on the proposed e-amendment to the ESG-CV contract with Oregon Housing and Community Services (OHCS). There are 27 projects involved in the ESG-CV grant. The funding approach has changed, and this will be e-amendment #2. Staff is waiting for the paperwork from OHCS to realign funds due to actual expenses. Certain projects will receive increased funds because they provide more robust services or services to more clients. Ms. Carlson added that OHCS informed staff that there would be a delay in receiving the e-amendment form. However, the elements of the e-amendment are included in the staff report and OHCS stated that the requested budget revisions would be operational within two weeks.

**MOTION:** By Councilor Corr, **SECONDED by** Commissioner Bethell, to **APPROVE OHCS ESG-CV CONTRACT E-AMENDMENT TO BE SIGNED BY CHAIR CLARK, AS PRESENTED.**
Discussion: None.
Motion carried.
**IN FAVOR:** Clark, Corr, Gordon, Leno, Perry, Retherford, Willis/Bethell. **OPPOSED:** None.
**ABSTAINED:** None.

Ms. Calvin explained that proposed revisions to the Coordinated Entry Assessment Site Agreement, which is used for multiple agencies, are noted in the provided draft document. Domestic Violence service providers do not use HMIS but, rather, a comparable data system, so the proposed language changes are primarily adding the phrase "or equivalent".

**MOTION:** By Councilor Corr, **SECONDED by** Commissioner Willis, to **APPROVE THE REVISIONS TO THE COORDINATED ENTRY ASSESSMENT SITE AGREEMENT, AS PRESENTED.**
Discussion: None.
Motion carried.
**IN FAVOR:** Clark, Corr, Gordon, Leno, Perry, Retherford, Willis/Bethell. **OPPOSED:** None.
**ABSTAINED:** None.

Ms. Carlson stated that the ORS 190 Entity's contract for legal services expired on June 30. General counsel services are needed, and staff recommends contracting for those services through the Mid-Willamette Valley Council of Governments (COG), with specialized counsel from another source.

**MOTION:** By Tribal Councilwoman Leno, **SECONDED by** Superintendent Perry, to **AFFIRM THE BOARD'S PREFERENCE TO OBTAIN GENERAL COUNSEL LEGAL SERVICES THROUGH THE EXISTING INTERGOVERNMENTAL AGREEMENT WITH COG, AS PRESENTED.**
**DISCUSSION: NONE.**
Motion carried.
**IN FAVOR:** Clark, Corr, Gordon, Leno, Perry, Retherford, Willis/Bethell. **OPPOSED:** None.
**ABSTAINED:** None.

Ms. Carlson explained that Bill Monahan, COG attorney, spoke with Ms. Carlson and said that he would not be able to perform litigation or specialized legal services related to housing or health care on behalf of the ORS 190 Entity as part of general counsel services. Separate counsel may be needed for specialized needs or as back up on an "as needed" basis. Ms. Carlson suggested that a contract be negotiated with either the ORS 190 Entity's previously contracted attorney or another law firm for these purposes. Ms. Carlson conducted research on law firms with expertise in governmental law that included the relevant specialty areas. When discussing the issue with the Executive Committee, it was recommended that Ms. Carlson reach out to Harrang Long Gary Rudnick PC to ascertain their interest in providing limited legal services. The board agreed that Ms. Carlson be authorized to negotiate a contract with Harrang Long and bring the contract to the board for approval in January.

**MOTION:** By Superintendent Perry, **SECONDED by** Commissioner Bethell, to **APPROVE AUTHORIZING THE BOARD ADMINISTRATOR TO NEGOTIATE A CONTRACT WITH HARRANG LONG GARY RUDNICK PC AND BRING THE CONTRACT BACK TO THE BOARD FOR APPROVAL, AS PRESENTED.**
Discussion: None.
Motion carried.
**IN FAVOR:** Clark, Corr, Gordon, Leno, Perry, Retherford, Willis/Bethell. **OPPOSED:** None.
**ABSTAINED:** None.

Ms. Carlson stated that the Alliance has been awarded $75,200 in ARPA funds from Marion County to support work on rural issues, based on work done by Councilor Hoy. Marion County has budgeted the funds and Ms. Carlson was asked to send an invoice Marion County. Ms. Carlson proposed that prior to expending funds, the board approve a plan proposed by staff, in consultation with Marion County and Polk County Commissioners. Commissioner Bethell expressed her desire that these Marion County funds stay in Marion County. Commissioner Gordon added that while Polk County is not providing funds to rural efforts yet, the county is looking at adding staff to support work on homelessness. Commissioner Bethell added that she is comfortable participating in the planning process and is looking forward to moving forward. Discussion ensued regarding the benefits of sharing information and ideas, even if the funds are expended in one county.

**MOTION:** By Commissioner Bethell, **SECONDED by** Superintendent Perry, to **ACCEPT THE $75,200 FROM MARION COUNTY FOR USE IN RURAL COMMUNITIES, WITH THE UNDERSTANDING THAT FUNDS WILL NOT BE SPENT UNTIL A PLAN IS IN PLACE FOR THE DISTRIBUTION OF THOSE FUNDS, AS DISCUSSED.**
Discussion: None.
Motion carried.
**IN FAVOR:** Clark, Corr, Gordon, Leno, Perry, Retherford, Willis/Bethell. **OPPOSED:** None.
**ABSTAINED:** None.

Ms. Carlson provided background on the Association of Oregon Counties (AOC) and League of Oregon Cities (LOC) legislative concept to request funding for five pilot jurisdictions to create an Office of Homeless Services, funded with $1 million each, that will need to become self-supporting during the pilot phase. Commissioner Gordon stated that multiple Polk County cities are interested, and he met with Community Action and city officials about working in partnership to address rural homelessness in Polk County. The ideas of the ORS 190 Entity applying as a regional government, or two counties applying and having the CoC coordinate the project, were discussed. Commissioner Gordon explained that despite the wording in the AOC-LOC documents, there can be multiple co-applicants. This could expand the geographic range of the CoC into non-member communities. Commissioner Gordon stated that if Polk County was granted the funding, the work would be coordinated by the CoC. Ms. Carlson added that there are two hurdles: (1) will an application from this region be approved, and (2) will the legislature pass the proposed legislation providing funding for the pilot projects? Additional board discussion included that if Polk County were granted one of the pilot projects, there would need to be an agreement formed to work together and not duplicate efforts. Since no motion was put forward, no action was taken on this item.

**YOUTH HOMELESSNESS DEMONSTRATION PROGRAM**

Derek Wentorf, Senior Program Manager, The Corporation for Supportive Housing (CSH), was introduced. Mr. Wentorf provided background information about the Youth Homelessness Demonstration Program (YHDP), stating that the U.S. Department of Housing & Urban Development (HUD) awarded $3.7 million to the Marion-Polk region over two years to address youth homelessness, with annual funding continuing through the annual Notice of Funding Opportunity process thereafter. A Coordinated Community Plan must be created to determine the best use of HUD funds. Mr. Wentorf described in detail the system modeling used to develop the plan and added that a Planning Team meeting will kick off the Marion-Polk region's process this evening at 5:00 p.m. The plan will be need approval in March by the Alliance and ORS 190 Entity boards, the Youth Action Board, and other HUD-prescribed partners including Child Welfare and runaway and homeless youth program providers. Once HUD approves the community's plan, the process to award funding for local youth programs and implement the plan can begin. Mr. Wentorf invited board members and guests to participate on the Planning Team, if interested. Ms. Carlson noted that there was no longer a quorum present at the board meetings; therefore, action will not be taken on this item. Mayor Clark thanked Mr. Wentorf for his presentation. He congratulated the Alliance as the newest Continuum of Care to be awarded a YHDP grant.

**ADJOURNMENT**

Hearing no further business, Mayor Clark adjourned both meetings at 4:48 p.m.

Janet Carlson, MWVHA Consultant