

MINUTES OF JUNE 30, 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
Commissioner Lyle Mordhorst, Polk County
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley

MEMBERS ABSENT

None

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
Candace Jamison, Executive Director, Marion County Housing Authority
Kristin Retherford, Urban Development Director, City of Salem

CALL TO ORDER & INTRODUCTIONS

Mayor Clark called the meeting to order at 12:01 p.m. The presence of a quorum was noted. Roll call was taken.

MINUTES OF JUNE 2, 2020

MOTION: By Ms. Wolf, **SECONDED** by Councilor Hoy, to **APPROVE THE MINUTES OF JUNE 2, 2020, AS PRESENTED.**

Motion carried.

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

JULY BOARD MEETING AGENDA

Ms. Carlson reviewed the proposed agenda. Josh Lair would like to be added to the Coordinated Entry Committee. Consensus was to add this to the consent agenda. Ms. Calvin provided some background regarding the Emergency Solutions Grant letter. There is a statewide movement to encourage the designation of 20% of the Emergency Solutions Grant funds to youth services providers. There is a formula that allots funds to Community Action Agencies. Mayor Clark would sign the letter on the behalf of the CoC Board, if approved. This would be on the consent agenda, or the Executive Committee can approve it today and the board can ratify the decision. The committee agreed that since a meeting was

scheduled for the following Tuesday where decisions will be made, it would be better to approve the letter today.

MOTION: By Councilor Hoy, **SECONDED** by Commissioner Willis, to **APPROVE AND SEND A LETTER TO OREGON HOUSING AND COMMUNITY SERVICES (OHCS) URGING IT TO DESIGNATE 20% OF THE EXPANDED EMERGENCY SOLUTIONS GRANT (ESG) FUNDS TO SERVE YOUTH (UNDER 18 YEARS OF AGE) AND/OR YOUNG ADULTS (18-24 YEARS OF AGE).**

Motion carried.

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

Three Memoranda of Understanding are provided in the packet, with Chemeketa Community College, Willamette Workforce Partnership, and the Marion & Polk Early Learning Hub. Looking at the 2019 Notice of Funding Availability (NOFA), and anticipating that the 2020 NOFA will be comparable, MWWHA is required to work with organizations that fall into certain categories and would be sharing information and otherwise working together.

The budget will be provided in a new spreadsheet format. Page 24 of the packet shows the most updated numbers, which are from May. The carry forward amount will be about \$20,000 less than previously anticipated. The projected numbers do not include grant renewals, although renewals could happen.

NOFA documents will be provided to the board for conceptual approval, but staff recommends authorizing the Executive Committee to make any adjustments and the final approval. There may be a short application period and we need to have the criteria in place and ready. Staff also recommends that the Executive Committee serve as the Appeals Committee. Ms. Munns explained that the Performance & Evaluation Committee is looking at the application process and criteria. The NOFA could come out at a moment's notice, and all documents need approval before they can be used.

Ms. Calvin gave background on the Housing Inventory Count (HIC) report. One piece is due today, and it will be ready. The HIC tallies year-round beds and seasonal shelter beds. These need to match up with data that providers have entered. Another tally links the number of people sheltered and beds available with the Point-in-Time (PIT) Count. Examples will be provided at the board meeting. The next PIT Count will be done with the HIC report in mind.

Ms. Munns is updating the information in the asset map created by Ali Treichel. Mayor Clark stated that the asset map shows that this is a community that cares. Any questions or comments should be directed to Ms. Carlson, Ms. Calvin, or Ms. Munns.

Kim Parker-Llerenas gave an update on the Collaborative Committee. There will be two subcommittees forming – one regarding Veteran services, and one regarding warming shelters. There is also a task force developing options to better include voices of lived experience in CoC decision-making. Ms. Calvin reported that the YMCA contact for the new Veterans' shelter will be put in touch with the Veteran Services Subcommittee. Built for Zero is essentially a subcommittee to the Coordinated Entry Committee. Ms. Carlson mentioned that there is no need for appointments from the board to subcommittees of the Collaborative Committee. In discussion, it was pointed out that staff will be assisting subcommittees as needed, especially with appropriate reporting, but will not be attending meetings or taking minutes.

INITIATING THE ORS 190 ENTITY

Ms. Carlson reported that the ORS 190 Entity Agreement will take effect on August 13, when the interim agreement expires. The August board meeting is also on August 13, coincidentally. She recommended

convening a joint ORS 190 Entity Board of Directors and CoC Board of Directors meeting to take care of the necessary tasks: election of officers, appointment of a Board Administrator, and approval of bylaws. Ms. Carlson volunteered to draft the bylaws. The CoC budget and ORS 190 Entity budget are the same. Consensus was to have a joint meeting and have Ms. Carlson draft the bylaws.

The COG Agreement will have some updated pieces (e.g., 2020-21 rates) but will be very similar to the existing agreement. Discussion ensued as to whether an outside counsel is needed for negotiating the agreement. Eventually, there will be a need for outside counsel for the ORS 190 Entity, but staff recommends waiting to select a legal counsel at another time. Having an attorney aids in maintaining the desired transparency, accountability, and neutrality. A discussion needs to happen regarding what the attorney would do and how to select one. This can be added to the August 13 meeting agenda. Councilor Hoy noted that Dan Atchison, Legal Counsel to the City of Salem, mentioned his willingness to help bring a new counsel up to speed.

Next meeting: July 9 MWVHA Board of Directors meeting.

Mayor Clark gave her thanks to everyone for their work as we move into new territory.

ADJOURNMENT

Hearing no further business, Chair Clark adjourned the meeting at 1:02 p.m.

Janet Carlson, MWVHA Consultant