

AGENDA

**SPECIAL MEETING OF THE
ORS 190 ENTITY, MID-WILLAMETTE VALLEY
HOMELESS ALLIANCE BOARD OF DIRECTORS**

Wednesday, January 26, 2022 * 5:15 P.M.

Virtual Meeting Via Zoom

See below for virtual meeting connections!

A. WELCOME President Cathy Clark

B. YHDP MEETING EXPENSES Janet Carlson

Action: The Youth Homelessness Demonstration Program (YHDP) Planning Team will be participating in a System Modeling Workshop on January 31 and February 1 – a hybrid meeting with an in-person option at Broadway Commons and a Zoom option for those wanting to participate virtually (see flyer, pages 6-7). This board already approved the Broadway Commons invoice at the January board meeting. Two additional meeting expenses have been identified since then: 1) food costs, especially for the youth members who will likely participate in person; and 2) technical support so that those attending in person and virtually can equally participate in the workshop. Staff requested three quotes from Allied Video Productions. The quote included on pages 3-4 is recommended, with an addition of \$400 to ensure the meeting is recorded. On Monday, January 24, the Youth Action Board approved a budget amendment for the YAB portion of YHDP Planning Grant funds (see page 5) that will cover these additional meeting costs. The ORS 190 Entity board is being asked to ratify the budget amendment, with the caveat of allowing YAB flexibility in future spending across the identified, allowable line items. **Staff recommendation:** Approve YHDP Planning Grant budget amendment, with the provision of flexibility in future spending across allowable line items. Approval of the budget amendment includes approval of the expenditure for System Modeling Workshop technical support and estimated costs for food during the two-day meeting.

C. ORS 190 ENTITY FINANCIAL REVIEW Janet Carlson

Action: The financial review has been completed. The Board Administrator and Finance Director received final documents on January 19 (see pages 8-11 and report provided separately). The Oregon Secretary of State’s Office deadline for submitting audit/financial reviews was December 31, 2021. However, MWVCOG received a one-month extension based on extenuating circumstances that included implementing a new financial system. **Staff recommendation:** Authorize the Board Administrator and MWVCOG Finance Director to sign the management representation letter and form and submit the financial review documents to the Secretary of State’s Office by January 31.

D. OTHER BUSINESS..... All

E. ADJOURNMENT President Cathy Clark

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Topic: MWVHA Board of Directors

Join Zoom Meeting

<https://us02web.zoom.us/j/85158591210?pwd=UFQ2UXdqREZrNTZSeTMIU2xKeG5YUT09>

Meeting ID: 851 5859 1210

Passcode: 773509 One tap mobile +12532158782,,85158591210#,,,,*773509#

Contact Jan Calvin at 503.551.4352, Lisa Trauernicht at 503.480.5380, or the MWVCOG central line at 503.588.6177 if you are experiencing difficulties in connecting to the meeting.

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