MINUTES OF March 21, 2023

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE EXECUTIVE COMMITTEE/ ORS 190 ENTITY BOARD OF DIRECTORS

SPECIAL MEETING

Videoconference Via Zoom

EXECUTIVE COMMITTEE MEMBERS PRESENT
CHAIR: Commissioner Jeremy Gordon, Polk County
VICE CHAIR: Mayor Chris Hoy, City of Salem
Commissioner Danielle Bethell, Marion County
Mayor Cathy Clark, City of Keizer
Tricia Frizzell for Leilani Slama, Chief Communications and Community Relations Officer, Salem Health
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley

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

ORS 190 ENTITY BOARD MEMBERS PRESENT
PRESIDENT: Commissioner Jeremy Gordon, Polk County
VICE PRESIDENT: Mayor Chris Hoy, City of Salem
Commissioner Danielle Bethell, Marion County
Mayor Cathy Clark, City of Keizer
Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde
Councilor Christopher Lopez, City of Monmouth
Superintendent Christy Perry, Salem-Keizer School District

MEMBERS ABSENT
Councilor Shannon Corr, City of Independence

OTHERS PRESENT
Jan Calvin, MWVHA Consultant
Matt Lawyer, Marion County
Bob Steringer, Harrang Long P.C.
Councilor Deanna Gwynn, City of Salem
Gretchen Bennett, City of Salem
Sara Brennan, Center for Hope & Safety
Noelle Carroll, Polk County Health Services
Julie Conn-Johnson, Salem-Keizer School District
Kimberly Dwyer, Santiam Canyon Service Integration Team
Melanie Fletcher, Salem Housing Authority
Matthew Garrett, Oregon Department of Emergency Management

Josh Graves, Catholic Community Services
Ashley Hamilton, Mid-Willamette Valley Community Action Agency
Jason Icenbice, Marion County Housing Authority
Mary Frances Kenion, ICF
Kristin Kuenz-Barber, Northwest Human Services
Josh Lair, Be Bold Street Ministries
Mariana Lopez, Center for Hope & Safety
Elaine Lozier, PacificSource
Matt Maceira, Be Bold Street Ministries
Megan Smith, Sheltering Silverton
Nicole Utz, Salem Housing Authority
DJ Vincent, Church at the Park

CALL TO ORDER & INTRODUCTIONS

Commissioner Gordon called the meeting to order at 2:02 p.m, welcoming members of the Alliance Executive Committee, ORS 190 Board of Directors, and MAC Group. The presence of a quorum was noted.

CoC CAPACITY INVESTMENT CONTRACT

Commissioner Gordon asked Ms. Calvin to describe the contract with Oregon Housing & Community Services (OHCS). Ms. Calvin provided background information about the OHCS grant process and the plan, which was provided in writing to the members.

> **MOTION:** By Mayor Clark, **SECONDED by** Mayor Hoy, to **APPROVE THE CONTRACT, AS PRESENTED.**
> Discussion: Superintendent Perry asked about the likelihood of expending the funds by June 30. Ms. Calvin replied that the grant can be applied retroactively.
> Motion carried.
> **IN FAVOR:** Gordon, Hoy, Clark, Lopez, Perry. **OPPOSED:** None. **ABSTAINED:** Bethell.

GOVERNOR'S EXECUTIVE ORDER

Commissioner Gordon expressed appreciation for people being willing to learn as information becomes available. He requested endorsement of adding several new MAC Group members, including Deborah Thompson, Sable House, and two or three slots for Backbone members.

Commissioner Gordon then moved to the timeline and project selection process, noting that he had reached out to other Continuums of Care about adhering to state law, including avoiding conflicts of interest. Commissioner Bethell expressed concerns that the MAC Group was not included in the proposed project selection process.

Ms. Calvin was invited to share the proposed timeline that included the CoC and MAC Group roles. Commissioner Gordon invited questions, noting that the state made the decision to allocate prevention funds through Community Action Agencies. Mr. Lair stated that Be Bold Street Ministries would not qualify for funds because of his understanding about the limitation on religious activities. Ms. Kenion replied that there cannot be discrimination based on religion

and religious activities cannot be mandatory. Commissioner Gordon asked that Ms. Kenion and Mr. Lair connect later to clarify the parameters of religious activities for purposes of grant funding.

Commissioner Bethell suggested looking at the Aviation Department model to review proposals that would deepen expertise on the review committee. Mayor Clark described how she and Mr. Lawyer worked together as grant coordinators for the Department of Aviation on a process where people worked in pairs to review and rate proposals; the proposals reviewed were from outside the region of the reviewers. Mr. Lawyer added that the process operates efficiently and within state law and administrative rules. Ms. Hamilton commented that the proposed process would enhance collaboration among providers and offered an idea about specializing in teams. Mayor Hoy described how jails are inspected through a peer review process that creates collaboration and learning opportunities. Superintendent Perry stated the idea had promise, and asked how the Review & Ranking Committee gets inserted into the process. Mayor Clark emphasized that the goal of the Alliance is to enhance collaboration and minimize competitiveness. She offered to assist.

Commissioner Gordon invited Mr. Steringer to comment. He stated that the state has not provided parameters for the local selection process, allowing the members to make those decisions. He said the main focus should be on avoiding conflicts of interest.

Ms. Frizzell expressed support for the model and asked if prevention dollars could be wrapped into the CoC process. Ms. Hamilton responded that she sees the goals for prevention as being aligned with those discussed and that decisions have not yet been made. Ms. Conn-Johnson stated that the Review & Ranking process is time consuming and emphasized the importance of avoiding conflicts of interest. Ms. Bennett asked how CoC leadership would handle conflicts of interest when voting on the final recommendations for funding, should their organizations apply. Mr. Steringer responded that he needs to understand the proposal better before suggesting guardrails.

Commissioner Bethell recommended that Mr. Steringer work with a team to establish guidelines for the Review & Ranking process. She also asked Community Action to work with other community partners to produce the prevention work, including housing authorities. She added her belief that Be Bold Street Ministries would qualify for the state funding. Ms. Hamilton responded that Community Action is committed to partnerships with the prevention funds.

Mayor Hoy asked for clarification about how board members would handle project selection decisions. Mr. Steringer described how board members might recuse themselves on their own applications but asked for time to better understand the proposed process. He added that the language in the draft provider contract about religious participation needs further review. Ms. Hamilton recommended that a final draft of the “All In” regional plan be available to applicants prior to the Letters of Intent deadline.

Commissioner Bethell stated that she was open to seeing what project requests are submitted before determining how much funding is allotted to each of the service areas. She also stated concerns about what occurs to clients when the funds expire.

MOTION: By Commissioner Bethell, **SECONDED by** Mayor Hoy, to **APPOINT A WORKGROUP COMPOSED OF JAN CALVIN, CATHY CLARK, TRICIA FRIZZELL, MATT LAWYER, A BACKBONE MEMBER, CHRISTY PERRY, AND BOB STERINGER TO REFINE THE PROJECT SELECTION PROCESS AND TIMELINE.**

Discussion: Ms. Calvin described her understanding about how the discussion relates to finalizing the regional plan. Ms. Utz asked for coordination with local housing authorities. Commissioner Bethell asked for an FAQ process in addition to office hours. Ms. Hamilton asked whether housing authorities could be part of the RFP release. Ms. Utz expressed a willingness to support partners, while describing the agency's limitations. Mr. Icenbice asked interested partners to reach out to determine what the local housing authorities can do. Motion carried.

IN FAVOR: ORS 190 Entity: Gordon, Hoy, Bethell, Clark, Leno, Lopez, Perry; **Executive Committee:** Gordon, Hoy, Bethell, Clark, Frizzell, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

Members discussed the logistics of workgroup meetings and the timeframe for approval by the Alliance and MAC Group.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 3:36 PM.

MINUTES OF March 27, 2023

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE EXECUTIVE COMMITTEE/ ORS 190 ENTITY BOARD OF DIRECTORS

SPECIAL MEETING

Videoconference Via Zoom

EXECUTIVE COMMITTEE MEMBERS PRESENT
CHAIR: Commissioner Jeremy Gordon, Polk County
VICE CHAIR: Mayor Chris Hoy, City of Salem
Commissioner Danielle Bethell, Marion County
Mayor Cathy Clark, City of Keizer
Leilani Slama, Chief Communications and Community Relations Officer, Salem Health
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley

MEMBERS ABSENT
None.

ORS 190 ENTITY BOARD MEMBERS PRESENT
PRESIDENT: Commissioner Jeremy Gordon, Polk County
VICE PRESIDENT: Mayor Chris Hoy, City of Salem
Commissioner Danielle Bethell, Marion County
Mayor Cathy Clark, City of Keizer
Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde
Superintendent Christy Perry, Salem-Keizer School District

MEMBERS ABSENT
Councilor Shannon Corr, City of Independence
Councilor Christopher Lopez, City of Monmouth

OTHERS PRESENT
Jan Calvin, MWVHA Consultant
Janet Carlson, MWVHA Consultant
Matt Lawyer, Marion County
Bob Steringer, Harrang Long P.C.
Tricia Frizzell, Salem Health
Ashley Hamilton, Mid-Willamette Valley Community Action Agency
Mariana Lopez, Center for Hope & Safety
Elaine Lozier, PacificSource
Angel Moore, Backbone/Youth Action Board
Christine Sommer, Marion County Housing Authority
Ali Swanson, A Ray of Hope Today

DJ Vincent, Church at the Park

CALL TO ORDER & INTRODUCTIONS

Commissioner Gordon called the meeting to order at 1:02 p.m, outlining rules for decorum during the meeting. The presence of a quorum was noted.

GOVERNOR'S EXECUTIVE ORDER

Commissioner Gordon thanked the members of the "mini-MAC" workgroup for their work in refining the project selection process and timeline. The workgroup members included Jan Calvin, Cathy Clark, Tricia Frizzell, Domonique G., Matt Lawyer, and Christy Perry.

Ms. Calvin gave an overview of the recommended process and timeline. Mayor Clark highlighted the collaboration opportunities in the process. Ms. Carlson confirmed that the Executive Committee meeting would be held on April 4. Superintendent Perry asked about the timing of the Appeals Committee and how to avoid conflicts of interest with members of the Executive Committee serving as the Appeals Committee might affect attendance. Commissioner Bethell asked about whether under state law those with conflicts of interest need to leave the room. Mr. Steringer confirmed that state law does not require those with conflicts to leave the room. Mayor Hoy asked for Mr. Steringer look more closely at state law with regard to the requirements surrounding actual and potential conflicts. Several members representing organizations serving on the Executive Committee stated their intent to submit applications.

Commissioner Bethell asked how people would be notified about the opportunity to serve on the Review & Recommendations Committee. Ms. Calvin described the notification process and contact lists. Commissioner Bethell recommended using a brief application process. Consensus was that a brief application would be useful. Mayor Clark thanked everyone for the collaborative process, with a shout out to Matt Lawyer.

Commissioner Gordon recommended taking the two items separately.

> **MOTION:** By Mayor Clark, **SECONDED by** Mayor Hoy, to **APPROVE THE RECOMMENDED TIMELINE, WITH EDITS.**
> Discussion: Ms. Calvin noted that the Executive Committee date should be listed as 4/4.
> Motion carried.
> **IN FAVOR: ORS 190 Entity:** Gordon, Hoy, Bethell, Clark, Leno, Perry; **Executive Committee:** Gordon, Hoy, Bethell, Clark, Slama, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

Ms. Calvin provided highlights from the Project Selection Process document. Edits included clarification that project applications are public documents throughout the process and changing the "or" to "and" in the last line of the Supplemental Funding Process section. Discussion focused on the intent of the language in the Supplemental Funding Process section and how that process could be implemented.

> **MOTION:** By Superintendent Perry, **SECONDED by** Mayor Hoy, to **APPROVE THE RECOMMENDED PROJECT SELECTION PROCESS DOCUMENT, WITH EDITS.**
> Discussion: None.
> Motion carried.

IN FAVOR: ORS 190 Entity: Gordon, Hoy, Bethell, Clark, Leno, Perry; **Executive Committee:** Gordon, Hoy, Bethell, Clark, Slama, Wolf. **OPPOSED:** None. **ABSTAINED:** None.

Ms. Carlson asked for input on two additional issues. The first question was whether private organizations would be eligible to apply for funding, since those organizations have not been eligible under the federal funding competitions. Consensus was to include private organizations.

The second question was about how to split the "up to fifteen percent" allowed for administrative costs. Ms. Calvin noted that administration is based on actual expenditures. Mayor Hoy recommended up to 11% for providers and up to 4% for the Continuum of Care. Commissioner Bethell stated her position that as much money as possible be allocated to programs. Mayor Clark urged the membership to be generous with the allocation so that the organization has the capacity to do the work. Commissioner Gordon asked if Mayor Clark would be more comfortable with up to 10% for providers and up to 5% for the Continuum of Care. Questions were raised about how the administrative dollars would be applied to the Alliance budget. Ms. Carlson reminded members that the Budget Committee would be meeting on April 13 where the 2023-24 budget will be reviewed.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 2:17 PM.