MINUTES OF August 3, 2023

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE (MWVHA) BOARD OF DIRECTORS AND ORS 190 ENTITY BOARD OF DIRECTORS JOINT MEETING
Hybrid meeting:
MWVCOG Conference Room
100 High St SE, Salem, OR 97301
and via Zoom

MWVHA BOARD
MEMBERS PRESENT
CHAIR: Commissioner Jeremy Gordon, Polk County
Councilor Shannon Corr, City of Independence
Mayor Cathy Clark, City of Keizer
Councilor Christopher Lopez, City of Monmouth
David Zepeda, Subject Matter Expert
Kloi Spencer, Chair, Backbone (CoC's Youth Action Board)
Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde
Renee Pfeffer, Navigator, Law Enforcement Assisted Diversion (LEAD)
Zaira Flores Marin, PacificSource Community Solutions
Leilani Slama, Chief Communications and Community Relations Officer, Salem Health
Christy Perry, Retired Superintendent, Salem-Keizer School District
Dan Clem, Executive Director, Union Gospel Mission
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley
Christine Sommer, for Jason Icenbice, Marion County Housing Authority
Jimmy Jones, Executive Director, Mid-Willamette Valley Community Action Agency (MWVCAA)
Nicole Utz, Housing Administrator, Salem Housing Authority

MEMBERS ABSENT
Mayor Chris Hoy, City of Salem
Commissioner Danielle Bethell, Marion County
Adam Mennig, Director, Academic Development, Chemeketa Community College; Co-Chair, CoC Collaborative Committee
Ian Dixon-McDonald, Vice President of Programs, Marion Polk Food Share; Co-Chair, CoC Collaborative Committee
Eric Enderle, Veteran Services Officer, Polk County Veteran Services
Jason Icenbice, Executive Director, Marion County Housing Authority
Christian Edelblute, Executive Director, West Valley Housing Authority

ORS 190 ENTITY BOARD
MEMBERS PRESENT
PRESIDENT: Commissioner Jeremy Gordon, Polk County
Councilor Shannon Corr, City of Independence
Mayor Cathy Clark, City of Keizer
Councilor Christopher Lopez, City of Monmouth
Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde

Christy Perry, Retired Superintendent, Salem-Keizer School District

MEMBERS ABSENT
Mayor Chris Hoy, City of Salem
Commissioner Danielle Bethell, Marion County

STAFF AND GUESTS PRESENT
Hunter Belgard, Oregon Housing and Community Services (OHCS)
Jan Calvin, MWVHA Consultant
Janet Carlson, MWVHA Consultant
Tricia Frizzell, Salem Health
Linda Hansen, Mid-Willamette Valley Council of Governments (MWVCOG) Admin Support Coordinator
Elaine Lozier, MWVHA Executive Director
Amber Ryerson, Willamette Education School District (WESD)

CALL TO ORDER
Chair Gordon called the joint meeting to order at 3:08 p.m. The presence of a quorum for the MWVHA was noted.

CONSENT AGENDA
Chair Gordon requested a motion to approve the Consent Agenda.

MOTION: By Mayor Clark, **SECONDED** by Perry, to **APPROVE THE CONSENT AGENDA, AS PRESENTED.**
(1) agenda;
(2) 7-13-23 joint board meeting minutes;
Discussion: None.
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Zepeda, Spencer, Leno, Pfeffer, Flores Marin, Slama, Perry, Clem, Wolf, Sommer, Jones, Utz.
OPPOSED: None. **ABSTAINED:** None.

A quorum for the ORS 190 Entity was not yet in attendance. ORS 190 Entity was postponed until later in the meeting when a quorum was present.

PUBLIC COMMENT
There were no public comments.

NOTICE OF FUNDING OPPORTUNITY FOR FY 2023
1. Appoint Lucy Briseno, Marianne Bradshaw, Jodi Russell, Miranda Long, Sabrina Ruffner, Jayme Baer, Nancy Pine, Jackie Franke, Amber Brady, Claudia Brayton, Danielle Bethell, Sara Quick, Megan Perez, Oni Marchbanks, David Zepeda, April Cox and up to five Backbone members to serve on the Review and Recommendations (R&R) Committee. Lozier shared that Lucy Briseno, Megan Perez and April Cox have conflicts of interest given their employers have submitted intents to apply.

MOTION: By Mayor Clark, **SECONDED by** Councilor Lopez that the MWVHA **APPROVE THE APPOINTMENT OF THE R&R COMMITTEE AS LISTED IN THE AGENDA, AMENDED TO REMOVE THE THREE PEOPLE WITH CONFLICTS OF INTEREST: BRISENO, PEREZ AND COX.**
Discussion: None
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Zepeda, Spencer, Leno, Pfeffer, Flores Marin, Slama, Perry, Clem, Wolf, Sommer, Jones, Utz. **OPPOSED:** None. **ABSTAINED:** None.

2. Approve scoring tools and delegate the Executive Committee authority to approve substantive changes, if needed. Lozier noted that there would be no new projects this year for YHDP, only renewals, which will not be ranked. The R&R Committee will be broken up into two groups this year, one reviewing YHDP, and the other reviewing CoC projects. There were some changes to the score weighting due to HUD requirements. There was a request to have the Executive Director report in the Friday Bulletin any changes to the scoring tools that the Executive Committee approves. There was a conversation about lived experience and how tools have been changed over the years in response to feedback. Additional feedback will be requested from the committee members after they use the tools this year.

MOTION: By Clem, **SECONDED by** Councilor Corr that the MWVHA **APPROVE THE SCORING TOOLS AND DELEGATE THE EXECUTIVE COMMITTEE AUTHORITY TO APPROVE SUBSTANTIVE CHANGES IF NEEDED.**
Discussion: None.
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Zepeda, Spencer, Leno, Pfeffer, Flores Marin, Slama, Perry, Clem, Wolf, Sommer, Jones, Utz. **OPPOSED:** None. **ABSTAINED:** None.

3. Appoint members of the Alliance Executive Committee or their alternates (without organizational conflicts) to serve as the Appeals Committee. Lozier stated that the Executive Committee has served as the Appeals Committee in the past. If there are conflicts of interest, she recommended committee members send an alternate in their place. Commissioner Gordon and Mayor Hoy have conflicts of interest.

MOTION: By Mayor Clark, **SECONDED by** Slama that the MWVHA **APPOINT MEMBERS OF THE ALLIANCE EXECUTIVE COMMITTEE OR THEIR ALTERNATES TO SERVE AS THE APPEALS COMMITTEE.**
Discussion: None
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Zepeda, Spencer, Leno, Pfeffer, Flores Marin, Slama, Perry, Clem, Wolf, Sommer, Jones, Utz. **OPPOSED:** None. **ABSTAINED:** None.

4. Approve MWVHA Emergency Transfer Plan (Violence Against Women Act policy). Lozier outlined the Emergency Transfer Plan. Ms. Carlson stated that it speaks to those who are victims of abuse so they don't lose housing if they have to move due to proximity to an abuser. This will apply to any organization that the MWVHA will fund.

MOTION: By Ms. Slama, **SECONDED by** Ms. Perry, that the MWVHA **APPROVE THE MWVHA EMERGENCY TRANSFER PLAN (VIOLENCE AGAINST WOMEN ACT POLICY) WITH LANGUAGE**

AMENDED TO "SURVIVOR" OR "APPLICANT" INSTEAD OF "VICTIM".
Discussion: None.
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Zepeda, Spencer, Leno, Pfeffer, Flores Marin, Slama, Perry, Clem, Wolf, Sommer, Jones, Utz. **OPPOSED:** None. **ABSTAINED:** None.

ORS 190 ENTITY BUSINESS

1. Approve ESG-CV budget revisions. Calvin explained that this budget revision was paused in the spring, hoping to hear that more money was available from Oregon Housing & Community Services. They've now provided notice that more money is not available, so this revision will put money in the right categories for the various agencies. The money must be spent by the end of September, 2023 and the 10 agencies have spend down plans that have been vetted.

MOTION: By Mayor Clark, **SECONDED by** Perry, that the ORS 190 **APPROVE THE ESG-CV BUDGET REVISIONS.**
Discussion: None.
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Leno, Perry. **OPPOSED:** None. **ABSTAINED:** None.

2. Review ORS 190 Entity bylaws and offer any proposed revisions. Lozier and Carlson stated that have no recommendations for changes and no amendments or revisions have been proposed.

MOTION: By Mayor Clark, **SECONDED by** Councilor Lopez, that the ORS 190 **AFFIRM THE BYLAWS AS THEY CURRENTLY STAND.**
Discussion: None
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Leno, Perry. **OPPOSED:** None. **ABSTAINED:** None.

3. Ratify Letter of Intent to Apply for FY 2023 HMIS Support Renewal Grant. Lozier proposed moving this item after the HMIS Lead Organization Designation resolution's approval.

HMIS LEAD ORGANIZATION DESIGNATION
Approve Resolution 2023-09 HMIS LEAD DESIGNATION assigning the ORS 190 Entity as the HMIS Lead Role for the OR-504 Continuum of Care.
MOTION: By Mayor Clark, SECONDED by Perry, that the ORS 190 APPROVE RESOLUTION 2023-09 HMIS LEAD DESIGNATION.
Discussion: None.
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Leno, Perry. **OPPOSED:** None. **ABSTAINED:** None.

3. Approve Letter of Intent to apply for the HUD CoC grant for HMIS Support Renewal Grant.

MOTION: By Perry, **SECONDED by** Mayor Clark, that the ORS 190 **RATIFY THE LETTER OF INTENT TO APPLY FOR FY 2023 HMIS SUPPORT RENEWAL GRANT**
Discussion: None
Motion carried.
IN FAVOR: Gordon, Corr, Clark, Lopez, Leno, Perry. **OPPOSED:** None. **ABSTAINED:** None.

YHDP FUNDING PROCESS EVALUATION

Willamette Education School District (WESD) presented their evaluation of the Youth Homelessness Demonstration Program (YHDP) process in 2022 followed by discussion and a brief update about stipends for Backbone members.

Amber Ryerson from WESD walked the group through a PowerPoint presentation. She covered the MWVHA Alliance Report with information on the experience of staff and Backbone youth along with recommendations for improvement in the future.

Lozier intends to incorporate this feedback into this year's application review process as much as possible, given time constraints. A handbook to explain the HUD documents in readable language was a suggestion she intends to incorporate. She is open to receiving further suggestions for the process.

Calvin suggested office hours being available for the R&R committee and for applicants. She also suggested that neutral mentors are needed who aren't on the R&R committee or part of the agencies applying. Councilor Lopez the board finds ways to support youth throughout, not just during the R&R process.

Lozier shared that the YHDP Planning Grant is currently scheduled to end in October. This grant covers stipends, food at meetings and more. $22,000 remains for staff support, given Bradshaw's contract ending early and Northwest Human Services providing support at no cost to the Alliance. An extension from HUD to use the funds through June 2024 has been requested and hopefully will be confirmed soon. Carlson also shared that there is an increase in the planning grant amount, which could help with the stipends in the future.

GOVERNOR'S EMERGENCY DECLARATION AND MULTI AGENCY COORDINATION (MAC) GROUP UPDATES

Calvin said that the first set of reports was submitted to the state and we were the first CoC to open and fill shelter beds (in Silverton). Salem Housing has sheltered the first family with these funds. Renovation projects are moving forward.

JURISDICTIONAL/ORGANIZATION UPDATES

Mayor Clark shared that events are taking place to equip and fill Keizer Closets.

Perry said that Julie Conn-Johnson retired and the hiring process to replace her is taking place.

Chair Gordon mentioned that the first family had moved into Edinger Hall in Dallas and there is a search for permanent housing for them.

Councilor Lopez is going to become a father!

OTHER BUSINESS
None.

ADJOURNMENT
Hearing no further business, Chair Gordon adjourned the meeting at 4:52 p.m.

Jeremy Gordon (Sep 22, 2023 11:43 PDT)

Jeremy Gordon, MWVHA Chair & ORS 190 Entity President

Jeremy Gordon
Date

Attested:

Elaine Lozier, MWVHA Executive Director

9/22/2023
Date

2023.08.03 MWVHA/ORS 190 Minutes

Final Audit Report 2023-09-22

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