MID-WILLAMETTE VALLEY HOMELESS ALLIANCE
BOARD OF DIRECTORS

	Organization (in alpha order)	Delegate	Role
VOTING MEMBERS	Backbone Youth Action Board*	Vacant	
	City of Independence	Kathy Martin-Willis	City Councilor
	City of Keizer	Soraida Cross	City Councilor
	City of Monmouth	Christopher Lopez	City Councilor
	City of Salem	Julie Hoy	Mayor
	City of Salem	Shane Matthews	City Councilor
	CoC Collaborative Committee*	David Zepeda	Subject Matter Expert
	CoC Collaborative Committee*	Vacant	
	Confederated Tribes of Grand Ronde	Lisa Leno	Tribal Council Member
	Law Enforcement Assisted Diversion*	Renee Pfeffer	LEAD Navigator
	Marion County	Danielle Bethell	Commissioner
	PacificSource Community Solutions	Zaira Flores Marin	Director, Marion & Polk Counties CCO
	Polk County	Jeremy Gordon, *Chair*	Commissioner
	Salem Health	Leilani Slama	Chief Communications and Community Relations Officer
	Salem-Keizer School District 24J	Christy Perry	Former Superintendent
	Union Gospel Mission	Dan Clem	Executive Director
	United Way of the Mid-Willamette Valley	Rhonda Wolf	CEO
	Willamette Health Council	Josie Silverman-Méndez	Deputy Director
EX OFFICIO (NON-VOTING) MEMBERS	CoC Collaborative Committee	Christine Sommer	Co-Chair
	CoC Collaborative Committee	Sarah White	Co-Chair
	Marion County Housing Authority	Jason Icenbice	Executive Director
	Mid-Willamette Valley Community Action Agency	Ashley Hamilton	Deputy Executive Director
	Polk County Veteran Services	Eric Enderle	Veteran Services Officer
	Salem Housing Authority	Nicole Utz	Housing Administrator
	West Valley Housing Authority	Christian Edelblute	Executive Director

** Representing individuals who are homeless or formerly homeless*

ORS 190 ENTITY BOARD OF DIRECTORS

Organization (in alpha order)	Delegate	Elected or Staff Role
City of Independence	Kathy Martin-Willis	City Councilor
City of Keizer	Soraida Cross	City Councilor
City of Monmouth	Christopher Lopez	City Councilor
City of Salem	Julie Hoy	Mayor
Confederated Tribes of Grand Ronde	Lisa Leno	Tribal Council Member
Marion County	Danielle Bethell	Commissioner
Polk County	Jeremy Gordon, *President*	Commissioner
Salem-Keizer School District 24J	Christy Perry	Former Superintendent

Last update – January 31, 2025

Special Joint meeting of the
Mid-Willamette Valley Homeless Alliance and ORS 190 Entity Board of Directors

Wednesday, February 19, 2025
3:00 P.M.- 4:00 P.M.

This is a virtual meeting only with connection information provided on **page 4**.

A. (3:00) WELCOME & INTRODUCTIONS ..... Chair Gordon
Please type your name and affiliation in the chat.

B. (3:05) ALLIANCE BOARD CONSENT AGENDA ..... Chair Gordon
Action: Approval of:

1. 2/13/25 Agenda;
2. 1/09/25 joint MWVHA-ORS 190 Entity Board of Directors mtg. minutes (pages **5-12**);
3. Resignation of Dominique Schoessler (Shangri-La) from HMIS Users Workgroup;
4. Appointment of Erika Bush (Shangri-La) to HMIS Users Workgroup;
5. Letter of support for WestCare SSVF program grant application (page **13**);
6. Letter of support for WestCare GPD-CM CTI program grant application (page **14**); and
7. Appointment of Danielle Bethell to MWVHA Vice-Chair officer position by Chair Gordon.

C. (3:10) ORS 190 ENTITY CONSENT AGENDA ..... Chair Gordon
Action: Approval of:

1. 1/30/25 joint CoC Executive Committee-ORS 190 Entity minutes (**pages 15-17**); and

D. (3:15) PUBLIC COMMENT ..... Chair Gordon
Opportunity for members of the public to share their thoughts with the Alliance and ORS 190 Entity Board of Directors. Comments will be limited to three minutes.

E. (3:20) LTRA Housing & Supportive Services (pages 18-19) ..... Calvin
Calvin will provide background and recommend approval of revised LTRA policies (**E.1**), Supportive Services providers and contract caps, Supportive Services contract template (**E.2**) and MWVCAA contract amendment (**E.3**) to increase funding and change the start date.

Alliance Board Actions:

1. Approve revised LTRA Policies.
2. Approve Supportive Services providers and contract caps.
3. Approve Supportive Services contract template.
4. Approve MWVCAA contract amendment to increase funding and to change the start date.

ORS 190 Entity Board Actions:

1. Approve Supportive Services providers and contract caps.
2. Approve Supportive Services contract template.
3. Approve MWVCAA contract amendment to increase funding and to change the start date.

F. (3:30) TRAINING & TECHNICAL ASSISTANCE RFP (pages 20-21) ..... **Calvin**
Calvin will present information and recommend appointment of Review & Recommendations (R&R) Committee members (applicant surveys **F.1**), revision to the required number of R&R Committee members, and appointment of the CoC Executive Committee as the Appeals Committee for this process.

Alliance Board Actions:

1. Appoint Hannah Shooting Bear, Brianna Hatchell, Megan Perez, Luis Nunez, Jackie Leung, Dolores Segura, and Helena Jones to the Training & Technical Assistance Review & Recommendations Committee.
2. Revise the number of required R&R Committee members for this process to a minimum of four members.
3. Appoint the CoC Executive Committee as the Appeals Committee for this process.

G. (3:40) LTRA-FUNDED EQUITY ANALYSIS (pages 22-23) ..... **Calvin**
Calvin will present information and recommend the board create an Ad hoc Equity Workgroup and approve the proposed group Charter (**G.1**).

Alliance Board Action: Create an Ad hoc Equity Workgroup and approve the proposed Charter

H. (3:45) ORS 190 ELECTION OF VICE PRESIDENT ..... **Chair Gordon**
The board will accept nominations and elect a vice president.

I. (3:50) BOARD ADMINISTRATOR ROLE
Recommendation: Gordon will provide information on the Board Administrator role and the recommendation of appointing Misty Sorte as Board Administrator for ORS 190 Entity.
Action: Remove Jeremy Gordon as Board Administrator for the ORS 190 Entity.
Action: Appoint Misty Sorte as Board Administrator for the ORS 190 Entity.

J. (3:55) GOVERNOR'S EMERGENCY ORDER UPDATES ..... **Chair Gordon**
Click **here** to see materials.

M. (Time Permitting) JURISDICTION/ORGANIZATION UPDATES ..... **Chair Gordon**
Discussion: Opportunity to share good news, hot topics, recent events, and any identified needs or resources.

N. (4:00) ADJOURNMENT ..... **Chair Gordon**

Supplemental information:

- Governor's Emergency Order materials (LTRA Update, New Shelters, Households Housed To-Date, Report to OEM, Report to the Governor's Office) *(click **here**)*
- HUD Grant Awards (click **here**)
- 2025 Board and Executive Committee Meeting Schedule (page **24**)
- Contractor timesheets and invoices (pages **25-38**)

Zoom Link:

https://wesd.zoom.us/j/97942916866?pwd=5VZ30tPmd5vOM3JCbNUl9j7A7BnJZU.1

Meeting ID: 979 4291 6866

Passcode: 891400

One tap mobile

+13462487799,,97942916866#,,,,*891400# US (Houston)

+16694449171,,97942916866#,,,,*891400# US

Contact the MWVHA staff at 503.540.1627 if you are experiencing difficulties in connecting to the meeting.

Staff Contacts:

Questions & inquiries: Cassie Bay – 503.540.1627, cassandra.bay@mwvhomelessalliance.org

The Mid-Willamette Valley Homeless Alliance (MWVHA) is pleased to comply with the Americans with Disabilities Act. If you need special accommodations to attend this meeting, please contact MWVHA staff at 503-540-1627 at least 48 hours prior to the meeting. Hearing impaired, please call Oregon Telecommunications Relay Service, 7-1-1

Meeting Minutes of:

JOINT MID-WILLAMETTE VALLEY HOMELESS ALLIANCE (MWVHA) BOARD OF DIRECTORS;
ORS 190 ENTITY BOARD OF DIRECTORS

AND

ORS 190 ENTITY EXECUTIVE SESSION

Meeting Location(s):
January 9, 2025
Mid-Willamette Valley Council of Government
100 High St SE, Salem, OR 97301
And
Via teleconference (Zoom)

MWVHA BOARD OF DIRECTORS

MEMBERS PRESENT

CHAIR: Polk County, Commissioner, Jeremy Gordon
City of Independence, Councilor, Kathy Martin-Willis (Designated Alternate – Shannon Corr)
City of Keizer, Mayor, Cathy Clark
City of Monmouth, Councilor, Christopher Lopez (Designated Alternate – John Oberst)
CoC Collaborative Committee, Co-Chair, MCHA, Christine Sommer
CoC Collaborative Committee, Co-Chair, Sheltering Silverton, Sarah White
Confederated Tribes of Grand Ronde, Tribal Councilwoman, Lisa Leno
Law Enforcement Assisted Diversion (LEAD), Navigator, Renee Pfeffer *
Marion County, Commissioner, Danielle Bethell
Marion County Housing Authority, Executive Director, Jason Icenbice
Mid-Willamette Valley Community Action, Deputy Executive Director, Ashley Hamilton
Salem Housing Authority, Housing Administrator, Nicole Utz
Salem-Keizer School District 24J, Former Superintendent, Christy Perry
Union Gospel Mission, Executive Director, Dan Clem
United Way of the Mid-Willamette Valley, CEO, Rhonda Wolf
Willamette Health Council, Deputy Director, Josie Silverman-Méndez

MEMBERS ABSENT

VICE CHAIR: City of Salem, Mayor, Chris Hoy
City of Independence, Councilor, Kathy Martin-Willis
City of Salem, Councilor, Micky Varney
CoC Collaborative Committee Member, Subject Matter Expert, David Zepeda*
Marion & Polk Counties CCO, Director, Zaira Flores Marin
Polk County Veteran Services, Veteran Services Officer, Eric Enderle
Salem Health, Chief Comms. & Cmty. Relat. Officer, Leilani Slama

* lived experience with homelessness

DRAFT

West Valley Housing Authority, Executive Director, Christian Edelblute

ORS 190 ENTITY BOARD OF DIRECTORS

MEMBERS PRESENT

PRESIDENT: Polk County, Commissioner, Jeremy Gordon
City of Independence, Councilor, Kathy Martin-Willis (Designated Alternate – Shannon Corr)
City of Keizer, Mayor, Cathy Clark
City of Monmouth, Councilor, Christopher Lopez
Confederated Tribes of Grand Ronde, Tribal Councilwoman, Lisa Leno
Marion County, Commissioner, Danielle Bethell
Salem-Keizer School District 24J, Former Superintendent, Christy Perry

MEMBERS ABSENT

VICE-PRESIDENT: City of Salem, Mayor, Chris Hoy
City of Independence, Councilor, Kathy Martin-Willis

STAFF AND GUESTS PRESENT

City of Silverton, Mayor, Jason Freilinger
Fortaleza Atravez Barreras, Lucy Mendoza
MWVCAA, Breezy Poynor
MWVHA, Administrations and Communications Specialist, Cassie Bay *
MWVHA, Consultant, Jan Calvin
MWVHA, Consultant, Joy Dickinson
Oregon Travel Information Council, Cheryl Gribskov
Salem Health, Tricia Frizzel
Unaffiliated, Elliott Lapinel
Unidentified virtual participant

WELCOME

Chair Gordon called the joint meeting to order at 3:03 p.m . The presence of a quorum for the MWVHA and ORS 190 Board was noted.

ALLIANCE BOARD CONSENT AGENDA

CONSENT AGENDA ITEMS

1. Agenda;
2. 12/12//2024 joint board meeting minutes;
3. Accept the resignation of Jayne Downing (Center for Hope and Safety) from Health & Safety and Collaborative Committees;
4. Appoint Ashley Carson (Center for Hope and Safety) to the Health and Safety and Collaborative Committees;

* lived experience with homelessness

DRAFT

5. Letter of support for Easter Seals SSVF program;
6. Acceptance of 2024 Housing Inventory Count (HIC);
7. Acceptance of 2024 Point in Time Count (PIT); and
8. Summary 2020-2024 PIT & HIC Data.

DISCUSSION:

Chair Gordon explained the need to modify the order of the agenda.

MOTION TO PULL ITEM 1 FROM THE ALLIANCE CONSENT AGENDA AND APPROVE THE MODIFIED CONSENT AGENDA BY **BETHELL**.

AMENDED MOTION TO PULL ITEMS 1 & 4 FROM THE ALLIANCE CONSENT AGENDA AND APPROVE THE MODIFIED CONSENT AGENDA BY **CLARK**.

Seconded by: Bethell
In favor: Unanimous
Opposed: None
Abstentions: None

DISCUSSION:

Chair Gordon explained the need to move the Executive Session to the beginning of the meeting.

MOTION TO MOVE THE EXECUTIVE SESSION TO THE BEGINNING OF THE AGENDA BY **BETHELL**
Seconded by: Clark
In favor: Unanimous
Opposed: None
Abstentions: None

DISCUSSION:

Clark inquired about the missing surname of Ashley Carson, a new appointment on the agenda for the Health and Safety Committee. The group agreed that the surname on the agenda was accurate as presented.

MOTION TO MOVE APPROVAL OF APPOINTING ASHLEY CARSON TO THE HEALTH AND SAFETY COMMITTEE BY **CLARK**.

Seconded by: Bethell
In favor: Unanimous
Opposed: None
Abstentions: None

DISCUSSION:

DRAFT

* lived experience with homelessness

Calvin informed the group that the board does not appoint members to the Collaborative Committee.

MOTION TO REMOVE THE COLLABORATIVE COMMITTEE APPOINTMENT AND RESIGNATION LANGUAGE FROM THE ALLIANCE CONSENT AGENDA ITEMS 3 AND 4 BY **CLARK**.

Seconded by: Bethell
In favor: Unanimous
Opposed: None
Abstentions: None

EXECUTIVE SESSION

President Gordon moved to Executive Session at 3:16 p.m.

ORS 190 MEMBERS

PRESIDENT: Polk County, Commissioner, Jeremy Gordon
City of Independence, Councilor, Kathy Martin-Willis (Designated Alternate – Shannon Corr)
City of Keizer, Mayor, Cathy Clark
City of Monmouth, Councilor, Christopher Lopez (Designated Alternate – John Oberst)
Confederated Tribes of Grand Ronde, Tribal Councilwoman, Lisa Leno
Marion County, Commissioner, Danielle Bethell
Salem-Keizer School District 24J, Former Superintendent, Christy Perry

ALLIANCE MEMBERS

CHAIR: Polk County, Commissioner, Jeremy Gordon
City of Independence, Councilor, Kathy Martin-Willis (Designated Alternate – Shannon Corr)
City of Keizer, Mayor, Cathy Clark
City of Monmouth, Councilor, Christopher Lopez (Designated Alternate – John Oberst)
CoC Collaborative Committee, Co-Chair, MCHA, Christine Sommer
CoC Collaborative Committee, Co-Chair, Sheltering Silverton, Sarah White
Confederated Tribes of Grand Ronde, Tribal Councilwoman, Lisa Leno
Law Enforcement Assisted Diversion (LEAD), Navigator, Renee Pfeffer *
Marion County, Commissioner, Danielle Bethell
Marion County Housing Authority, Executive Director, Jason Icenbice
Mid-Willamette Valley Community Action, Deputy Executive Director, Ashley Hamilton
Salem Housing Authority, Housing Administrator, Nicole Utz
Salem-Keizer School District 24J, Former Superintendent, Christy Perry
Union Gospel Mission, Executive Director, Dan Clem
United Way of the Mid-Willamette Valley, CEO, Rhonda Wolf
Willamette Health Council, Deputy Director, Josie Silverman-Méndez

EXECUTIVE SESSION LEGAL DISCLOSURE

* lived experience with homelessness

DRAFT

Pursuant to ORS 192.660(2)(a), the Mid-Willamette Valley Homeless Alliance/ORS 190 Entity Executive Director Hiring Committee will meet in executive session to consider the employment of a public officer, employee, staff member, or individual agent.

The purpose of this executive session is to conduct an interview with the leading candidate for the position of Executive Director.

Executive sessions are not open to the public.

However, representatives of the news media may attend pursuant to ORS192.660(4), with the understanding that confidential information discussed in the session shall not be disclosed.

EXECUTIVE SESSION ADJOURNMENT

President Gordon adjourned the Executive Session at 3:57 p.m. and the Board of Directors continued its order of business.

MOTION TO APPROVE CONTRACT NEGOTIATIONS WITH PREFERRED CANDIDATE AT THIS POINT AND FOR CHAIR GORDON TO INITIATE WORK WITH LEGAL COUNSEL TO START WORKING CONTRACT NEGOTIATIONS MADE BY **PERRY**.

Seconded by: Bethell
In favor: Unanimous
Opposed: None
Abstentions: None

ORS 190 CONSENT AGENDA

CONSENT AGENDA ITEM

1. 12/23/2024 ORS 190 Entity/Hiring Committee meeting minutes;
2. LTRA Contract with MWVCAA for Housing Voucher Administrator Role;
3. Jan Calvin contract amendment to include participating in data needs and other input related to COC's Strategic Planning project; and
4. Joy Dickinson contract amendment to include strategic planning and charter support for respective committees as needed.

DISCUSSION

President Gordon pulled ORS 190 Consent agenda item 2 to be considered separately. He further indicated that Jan Calvin has more to present on the matter.

MOTION TO PULL ITEM 2 FROM THE ORS 190 CONSENT AGENDA AND APPROVE THE MODIFIED CONSENT AGENDA BY **BETHELL**.

Seconded by: Clark
In favor: Unanimous
Opposed: None

* lived experience with homelessness

DRAFT

Abstentions: None

DISCUSSION

None

PUBLIC COMMENT

Mid-Willamette Valley Community Action Agency Executive Director, Jimmy Jones shared positive comments in response to the Housing Inventory Count reports provided in the preliminary agenda packet.

Marion County Housing Authority, Jason Icenbice, added that the housing authority was awarded five additional VASH vouchers and Salem Housing Authority, Nicole Ute shared that they were awarded 24 VASH vouchers.

Ashley Hamilton invited the board to the grand opening of the Arches Nest Family Shelter on January 24th and acknowledged the Alliance's support through the emergency order work in making the shelter possible.

LTRA CONTRACT WITH MWVCAA FOR HOSUING VOUCHER ADMINSITRATOR ROLE

Calvin shared details regarding the budget for the six-month LTRA contract with MWVCAA for the Housing Voucher Administrator Role.

MOTION TO APPROVE THE LTRA CONTRACT WITH MWVCAA FOR HOUSING VOUCHER ADMINISTRATOR ROLE MADE BY **CLARK**.

Seconded by: Oberst
In favor: Unanimous
Opposed: None
Abstentions: None

TRAINING AND TECHNICAL ASSISTANCE

PRELIMINARY RFP

Jan Calvin presented the preliminary Request for Proposal (RFP) for training and technical assistance related to the LTRA program. She explained that the RFP aims to equip culturally specific organizations with a better understanding of the housing and homelessness system through a 3-month training program. The RFP allows proposers flexibility in how they deliver the objectives. Jan noted that the number of organizations participating was still being determined, which affected the final budget amount.

Jan outlined the timeline for the RFP process, including its release on January 17th, office hours for questions, and the formation of a review and recommendations committee. She highlighted that both profit and non-profit organizations could apply, with a focus on gathering input from culturally specific organizations to improve the system.

* lived experience with homelessness

DRAFT

REVIEW AND RECOMMENDATION PROCESS

Jan Calvin presented the review and recommendations process document, explaining that it largely contained boilerplate language with some additions specific to this RFP. The committee would look for expertise in equity and adult learning styles, in addition to the usual criteria. She highlighted the conflict of interest rules and the scoring process.

SCORING TOOL

Jan Calvin presented the scoring tool, which now includes the application questions embedded within it for easier reference. She explained the point values assigned to different sections, with higher weights given to objectives and activities, and lower weights to budget and narrative aspects that could be more easily modified.

Board members asked clarifying questions about the number of organizations to be awarded and the purpose of the training. Jan and Chair Gordon explained that one training and technical assistance provider would be selected to work with multiple culturally specific organizations, with the goal of breaking down barriers and increasing diversity in the homeless services system.

MOTION TO APPROVE THE RFP, REVIEW AND RECOMMENDATION PROCESS AND THE TRAINING AND TECHNICAL ASSISTANCE SCORING TOOL MADE BY **CLARK**.

Seconded by: Leno
In favor: Unanimous
Opposed: None
Abstentions: None

OFFICER ELECTIONS

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE BOARD CHAIR POSITION

Chair Gordon opened nominations for the Mid-Willamette Valley Homeless Alliance Board Chair position. Rhonda nominated Jeremy Gordon, citing the need for consistency during the current transition period.

With no other nominations, the board voted unanimously (with Gordon abstaining) to elect Jeremy Gordon as Chair.

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE BOARD PRESIDENT POSITION

President Gordon opened nominations for the Mid-Willamette Valley Homeless Alliance Board Chair position. Mayor Clark nominated Jeremy Gordon.

MOTION TO COMPEL COMMISSIONER GORDON TO VOTE FOR THE ORS 190 PRESIDENT POSITION MADE BY **LOPEZ**.

Seconded by: Clark

* lived experience with homelessness

DRAFT

In favor: Unanimous
Opposed: None
Abstentions: Gordon

With no other nominations, the board voted unanimously to elect Jeremy Gordon as President.

DISCUSSION

Chair Gordon announced that he would delay the selection of a vice chair and vice president until the next month's meeting to allow time for consideration and discussion with potential candidates.

ZOOM CHAT MESSAGES

01:33:26 Lisa Leno Confederated Tribes of Grand Ronde ❤️: jan, please contact me , would love to discuss 9712393511

01:42:49 Jan Calvin: Will do, Lisa

01:47:21 Lisa Leno Confederated Tribes of Grand Ronde ❤️: Reacted to "Will do, Lisa" with ❤️

01:50:03 Josie Silverman-Mendez (she/her), Willamette Health Council: My apologies; I need to jump off a bit early today. Thanks, all!

01:59:03 Lisa Leno Confederated Tribes of Grand Ronde ❤️: hayu masi Commissioner Gordon for serving in these roles!

02:00:01 Jan Calvin: Was it announced here that the governor extended the executive order another year?k

ADJOURNMENT

Chair Gordon adjourned the board meeting at 4:49 p.m.

DRAFT

* lived experience with homelessness

BOARD OF DIRECTORS

Jeremy Gordon, Commissioner, Polk County, Chair
Christopher Lopez, Councilor, City of Monmouth
Christy Perry, Former Superintendent, Salem-Keizer School District
Dan Clem, Executive Director, Union Gospel Mission
Danielle Bethell, Commissioner, Marion County
David Zepeda, Subject Matter Expert
Josie Silverman-Méndez, Deputy Director, Willamette Health Council
Julie Hoy, Mayor, City of Salem,
Kathy Martin-Willis, Councilor, City of Independence
Leilani Slama, Chief Communications & Community Relations Officer, Salem Health
Lisa Leno, Tribal Councilwoman, The Confederated Tribes of Grand Ronde
Renee Pfeffer, Navigator, Law Enforcement Assisted Diversion
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley
Shane Matthews, Councilor, City of Salem,
Soraida Cross, Councilor, City of Keizer
Zaira Flores Marin, Director, Marion-Polk CCO, PacificSource Community Solutions

EX-OFFICIO BOARD MEMBERS

Christian Edelblute, Executive Director, West Valley Housing Authority
Christine Sommer, Co-chair, CoC Collaborative Committee
Eric Enderle, Veteran Services Officer, Polk County Veteran Services
Jason Icenbice, Executive Director, Marion County Housing Authority
Ashley Hamilton, Deputy Executive Director, Mid-Willamette Valley Community Action Agency
Nicole Utz, Administrator, Salem Housing Authority

February 19, 2025

RE: Westcare Oregon, DBA VETcare Oregon – SSVF Grant Application Letter of Support

To Whom it May Concern:

The **Mid-Willamette Valley Homeless Alliance**, the Continuum of Care for the Marion-Polk region, offers full support of **Vetcare's application for the Supportive Services for Veteran Families (SSVF) Grant.** As a partner in our CoC's efforts to end veteran homelessness in our region, VETcare has been actively engaged in building local capacity and coordinating services for homeless veterans.

VETcare's ongoing collaboration with the CoC has been invaluable in strengthening our **Coordinated Entry System (CES),** which ensures that veterans and other vulnerable populations are quickly and effectively connected with the services they need. Through their involvement, VETcare has provided assistance in both direct funding and staffing to support the development of CES, including facilitating coordinated screening, assessment, and referral processes for veterans in need of housing assistance and supportive services.

Their staff works closely with our CoC to ensure that the referral process is seamless and efficient, allowing for timely and appropriate interventions for veterans at risk of homelessness. The expertise VETcare has brought to CES has allowed us to better serve our veteran population, offering more effective support through shared resources and enhanced service coordination. In particular, VETcare's case management and mental health services have been integral to addressing the complex needs of veterans as they navigate the housing and services landscape.

Additionally, VETcare has been an active participant in our CoC's community planning efforts. They have attended regular CoC meetings, collaborated with fellow service providers, and contributed to the development of strategies that enhance our collective efforts to prevent and end veteran homelessness. Their engagement in planning processes has ensured that the unique needs of veterans are considered in our broader community initiatives.

Given VETcare's critical role in helping strengthen our CES, their proven track record of providing comprehensive services to veterans, and their ongoing partnership with our CoC, we wholeheartedly support their application for the SSVF Grant. The resources provided through this grant would significantly enhance their ability to continue supporting veterans and contributing to our broader community goals of ending homelessness.

If you have any questions or concerns, please contact us at: chair@mwvhomelessalliance.org

Sincerely,

Commissioner Jeremy Gordon
Chair, Mid-Willamette Valley Homeless Alliance President
OR-504 – Salem, Marion/Polk Continuum of Care
mwvhomelessalliance.org

DRAFT

BOARD OF DIRECTORS

Jeremy Gordon, Commissioner, Polk County, Chair
Christopher Lopez, Councilor, City of Monmouth
Christy Perry, Former Superintendent, Salem-Keizer School District
Dan Clem, Executive Director, Union Gospel Mission
Danielle Bethell, Commissioner, Marion County
David Zepeda, Subject Matter Expert
Josie Silverman-Méndez, Deputy Director, Willamette Health Council
Julie Hoy, Mayor, City of Salem,
Kathy Martin-Willis, Councilor, City of Independence
Leilani Slama, Chief Communications & Community Relations Officer, Salem Health
Lisa Leno, Tribal Councilwoman, The Confederated Tribes of Grand Ronde
Renee Pfeffer, Navigator, Law Enforcement Assisted Diversion
Rhonda Wolf, CEO, United Way of the Mid-Willamette Valley
Shane Matthews, Councilor, City of Salem,
Soraida Cross, Councilor, City of Keizer
Zaira Flores Marin, Director, Marion-Polk CCO, PacificSource Community Solutions

EX-OFFICIO BOARD MEMBERS

Christian Edelblute, Executive Director, West Valley Housing Authority
Christine Sommer, Co-chair, CoC Collaborative Committee
Eric Enderle, Veteran Services Officer, Polk County Veteran Services
Jason Icenbice, Executive Director, Marion County Housing Authority
Ashley Hamilton, Deputy Executive Director, Mid-Willamette Valley Community Action Agency
Nicole Utz, Administrator, Salem Housing Authority

February 19, 2025

RE: Westcare Oregon, DBA VETcare Oregon – GPD-CM CTI Grant Renewal Letter of Support

To Whom it May Concern:

On behalf of the **Mid-Willamette Valley Homeless Alliance,** the Continuum of Care for the Marion -Polk region, offers our strong support for **VETcare's renewal application for the Critical Time Intervention (CTI) Grant**. VETcare has been a dedicated partner in our CoC's efforts to support veterans and prevent homelessness, and their CTI program has been an invaluable resource for veterans transitioning from homelessness to stable housing.

The CTI model employed by VETcare has proven to be an essential component in ensuring that veterans not only secure housing but also retain it over the long term. VETcare's case management team provides individualized, intensive support to veterans at a critical point in their transition, offering assistance with housing stability, mental health support, employment readiness, and other critical needs. By addressing these issues in a holistic manner, VETcare helps veterans establish a foundation for long-term self-sufficiency.

As part of our CoC's efforts to reduce veteran homelessness, we have seen how VETcare's CTI program directly contributes to our shared goals. Their ability to engage veterans during the critical period after they are placed in permanent housing ensures that veterans are not only supported during their transition but also empowered to maintain housing stability. VETcare's collaboration with our CoC has facilitated seamless service delivery and improved outcomes for the veterans we collectively serve.

We also appreciate VETcare's ongoing commitment to strengthening the Coordinated Entry System (CES) within our CoC. Their involvement in coordinating referrals, assessments, and case management for veterans has been instrumental in ensuring that our resources are directed where they are needed most. This collaborative approach ensures that veterans in our community are connected to the most appropriate services in a timely manner, improving both short- and long-term outcomes.

The CTI program's success is a testament to the effectiveness of the comprehensive, individualized approach VETcare takes in supporting veterans. We are confident that the renewal of the CTI grant will continue to benefit our community and enable VETcare to further expand and enhance their services to veterans in need.

If you have any questions or concerns, please contact us at: chair@mwvhomelessalliance.org

Sincerely,

Commissioner Jeremy Gordon
Chair, Mid-Willamette Valley Homeless Alliance President
OR-504 – Salem, Marion/Polk Continuum of Care
mwvhomelessalliance.org

DRAFT

Meeting Minutes of:

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE (MWVHA)
ORS 190 ENTITY

Meeting Time & Location(s):
January 30, 2025
Via teleconference (Zoom)

ORS-190 MEMBERS PRESENT

President, Polk County Commissioner, Jeremy Gordon
City of Keizer, Councilor, Soraida Cross
City of Salem Mayor, Julie Hoy
City of Monmouth, Councilor, Christopher Lopez
Marion County Commissioner, Danielle Bethell
Salem-Keizer School District 24J, Former Superintendent, Christy Perry

ORS-190 MEMBERS ABSENT

City of Independence, Councilor, Kathy Martin Willis
Confederated Tribes of Grand Ronde, Tribal Councilwoman, Lisa Leno

EXECUTIVE COMMITTEE MEMBERS PRESENT

President, Polk County Commissioner, Jeremy Gordon
City of Keizer, Councilor, Soraida Cross
City of Salem Mayor, Julie Hoy
Marion County Commissioner, Danielle Bethell

EXECUTIVE COMMITTEE MEMBERS ABSENT

United way of Mid-Willamette Valley, CEO, Rhonda Wolf
Salem Health, Leilani Slama

MWVHA STAFF & GUESTS

City of Keizer, Mayor, Cathy Clark
City of Salem, Councilor, Shane Matthews
MWVHA, Administrations and Communications, Cassie Bay
MWVHA Consultant, Jan Calvin

WELCOME

The meeting was called to order by President Gordon at 12:05 pm with a quorum established for the ORS 190 Entity and Executive Committee.

AGENDA

President Gordon requested to pull item d.1 (approval of contract amendment for Marianne Bradshaw for additional PIT Count support) from the agenda to have it considered separately under ORS 190 Entity only business.

MOTION TO APPROVE THE AMENDED AGENDA MADE BY: **BETHELL.**
Seconded by: Lopez
Discussion: None

In Favor: Unanimous
Abstentions: None

REINSTATE APPROVAL OF MEETING MINUTES

PURSUANT TO ORS 192.680(1), **BETHELL** MOVED THAT THE EXECUTIVE COMMITTEE REINSTATE ITS DECISION ON DECEMBER 3, 2024, TO APPROVE THE AMENDED MINUTES FROM 9/10/2024 AND 10/8/2024 EFFECTIVE DECEMBER 3, 2024."

Seconded by: Lopez
Discussion: None
In Favor: Unanimous
Abstentions: None

CONSENT AGENDA/REINSTATE DECISIONS MADE 12/3

PURSUANT TO ORS 192.680(1), **BETHELL** MOVED THAT THE EXECUTIVE COMMITTEE/ORS 190 ENTITY REINSTATE DECISIONS (ITEMS D.2, D.3, D.4 & D.5) MADE ON DECEMBER 3, 2024 AS OUTLINED IN THE CONSENT AGENDA, EFFECTIVE DECEMBER 3, 2024.

Seconded by: Hoy
Discussion: None
In Favor: Unanimous
Abstentions: None

REINSTATE MARIANNE BRADSHAW CONTRACT AMENDMENT

PURSUANT TO ORS 192.680(1), **BETHELL** MOVED THAT THE EXECUTIVE ORS 190 ENTITY REINSTATE DECISION D.1 AS OUTLINED ABOVE EFFECTIVE DECEMBER 3, 2024.

Seconded by: Hoy
Discussion: None
In Favor: Unanimous
Abstentions: None

INTERIM EXECUTIVE DIRECTOR CONTRACT

Gordon expressed his optimism with the hiring selection made for the Interim Executive Director. He also shared the process that was taken to determine the salary range for the new director.

MOTION TO APPROVE CONTRACT TO HIRE MISTY SORTE AS INTERIM DIRECTOR FOR MID-WILLAMETTE VALLEY HOMELESS ALLIANCE MADE BY: **BETHELL**

Seconded by: Hoy
Discussion: None
In Favor: Unanimous

Abstentions: None

JAN CALVIN CONTRACT AMENDMENT (A4)

Gordon explained an amendment is needed to correct technical errors on the contract for Jan Calvin.

MOTION TO APPROVE TECHNICAL CORRECTIONS TO JAN CALVIN'S CONTRACT MADE BY: **BETHELL**

Seconded by: Lopez
Discussion: None
In Favor: Unanimous
Abstentions: None

CHAT

None

ADJOURNMENT

The meeting was adjourned at 12:25 pm.

DRAFT

BOARD MTG. DATE: **February 2025**

AGENDA TOPIC: **LTRA Housing & Supportive Services**

RECOMMENDATIONS:
1. Approve Revised LTRA Policies
2. Approve LTRA Supportive Services Providers and Funding Caps
3. Approve LTRA Supportive Services Contract Template
4. Approve MWVCAA Contract Amendment

BACKGROUND: In June 2024 the Alliance submitted to Oregon Housing and Community Services (OHCS) its 2024-25 Community Plan for launching a Long-Term Rent Assistance (LTRA) program.

1. Approve Revised LTRA Policies (Link E.1.)

The Alliance board approved the initial set of eleven LTRA Policies on June 13, 2024. Four policies require revision in preparation to fully implement the 2024-25 LTRA Program.

a. Utility Allowance Schedule – to incorporate the schedules of all three of the region's housing authorities.
b. Unit Habitability Inspections – to allow either HUD's Housing Quality Standards (HQS) or NSPIRE to document completion of unit inspections.
c. Household Composition – to clarify timing of re-evaluation of income and eligibility when members are added to the household.
d. Intake Process – to specify roles and responsibilities related to the intake process.

2. Approve LTRA Supportive Services Providers and Funding Caps

In the initial implementation phase, the Alliance and ORS 190 Entity boards approved a contract for Mid-Willamette Valley Community Action Agency (MWVCAA) to provide housing and supportive services for 100 households originally housed through EO-RRH.

In January 2025, the Alliance and ORS 190 Entity boards approved the Mid-Willamette Valley Community Action Agency (MWVCAA) contract to provide LTRA Housing Voucher Administration for additional clients who will be provided supportive services by the organizations currently supporting them. Based on assessment of clients who are currently housed and the capacity of existing providers to extend services, the following organizations have been identified:

Organization	# of HHs	Ave. # of Mos.	# of HH Mos.	SS Direct Total	Admin	Contract Cap
Center for Hope & Safety	6	4	24	$ 16,252.00	$ 1,625.20	$ 17,877.20
Sable House	3	4	12	$ 16,510.00	$ 1,651.00	$ 18,161.00
Shangri-La Corporation	28	1	28	$ 13,262.00	$ 1,326.20	$ 14,588.20
	37		**64**			**$ 50,626.40**

3. **Approve LTRA Supportive Services Contract Template (Link E.2.)**

   Coordination is underway to implement the second phase of the 2024-25 LTRA Program to support an additional 37 households that need long-term rent assistance and supportive services. The contract template includes the required scope of work for the new Supportive Services providers.

4. **Approve MWVCAA Housing & Supportive Services Contract Amendment (Link E.3.)**

   As noted in item #2, the Alliance and ORS 190 Entity boards approved a contract for Mid-Willamette Valley Community Action Agency (MWVCAA) to provide housing and supportive services for 100 households originally housed through EO-RRH. The start date for these services was August 1, 2024.

   Delays in implementation of the second phase of the 2024-25 LTRA Program, along with the June 30, 2025 expenditure deadline for current State funding prompted Oregon Housing and Community Services to suggest that LTRA funds begin supporting the 100 households at an earlier date.

   The following steps were taken to assure financial accountability and adherence to fiscal policies of Oregon Housing and Community Services (OHCS)and the ORS 190 Entity, as managed under contract by the Mid-Willamette Valley Council of Governments (COG):

   a. Documentation from OHCS LTRA program staff, confirming that rent and utility expenses for households in EO-funded Rapid Rehousing programs who were later enrolled in the LTRA Program could be charged to the LTRA Program.
   b. Written instructions from OHCS on the process for reversing expenses originally charged to the EO-funded Rapid Rehousing programs.
   c. Consultation with COG Finance Director on OHCS process and documentation for use in future ORS 190 Entity audit.
   d. Documentation from MWVCAA on EO Rapid Rehousing charges to be reversed and attributed to LTRA.
   e. Written assurance from MWVCAA that the remaining balance of EO-funded Rapid Rehousing funds could be expended to rehouse and help stabilize additional households prior to June 30, 2025.

   Approval of the contract amendment to set the start date for services as June 1, 2024 (rather than August 1, 2024) will allow an additional $302,018.79 to be funded through LTRA resources, freeing up that amount to serve households in Rapid Rehousing.

Attachments:

A: Revised LTRA Policies (in Tracked Changes)
B: LTRA Supportive Services Contract Template
C: MWVCAA Housing & Supportive Services Contract Amendment
D: Backup Documentation – Budget Calculations for Original MWVCAA Contract (Link E.4.)

BOARD MTG. DATE: **February 2025**

AGENDA TOPIC: **F. Training & Technical Assistance RFP**

RECOMMENDATIONS (Alliance board):
1. Appoint R&R Committee Members
2. Revise the Required Number of R&R Committee Members
3. Appoint Executive Committee as Appeals Committee

1. Appoint R&R Committee Members

On 1/9/25 the Alliance board approved the Request for Proposals (Project 2025-1) to provide training & technical assistance, along with the Review & Recommendations Process, which states:

REVIEW & RECOMMENDATIONS COMMITTEE. *The Review and Recommendations (R&R) Committee membership is selected by the CoC Board of Directors. To engage local expertise, the committee is comprised of a minimum of six individuals with experience in local homeless services system, with at least two people from the Collaborative Committee and/or other service providers, with prioritization given to people with lived experience.*

For Project 2025-1, additional expertise will be sought in the areas of training & technical assistance and advancing equity.

Members of the R&R Committee may not have a conflict of interest, which is described in the Alliance Governance Charter, which, under General Provisions states, "A conflict of interest is a situation in which members or one of their family members have a personal or financial interest that compromises or could compromise the members' independence of judgment in exercising their responsibilities to the CoC."

Invitation was made for people interested in serving on this R&R Committee to complete an interest survey by 1/31/25. Seven people responded, sharing information about their geographic familiarity and areas of expertise.

Interested Person	Organization	Lived experience	Expertise in training & TA	Expertise in advancing equity
Hannah Shooting Bear	Indigenous NOW	Yes	Some	A fair amount
Brianna Hatchell	Soaring Heights Recovery Homes	Yes	A fair amount	A fair amount
Megan Perez	MWVCAA	Yes	A fair amount	A fair amount
Luis Nunez	Union Gospel Mission (Portland)	Yes	A great deal	Some
Jackie Leung	Micronesian Islander Community	Yes	Some	A fair amount
Dolores Segura	N/A	Yes	A great deal	A fair amount
Helena Jones	Church at the Park	No	A great deal	Some

Which geographic areas in the Marion-Polk region are you most familiar with?						
Grand Ronde	Monmouth-Independence	Dallas	Keizer area	North Marion County	East Marion County	Santiam Canyon
			X			
	X		X			
	X	X	X		X	
			X	X		
	X		X			
			X			
			X			

What experience do you have with the following aspects of the local homeless services system?						
CES	HMIS	CoC Policies & Procedures	Street Outreach	ES/TH	PH (RRH, PSH, OPH)	Cross-system Collaboration
A Fair Amount	A Little Bit	A Fair Amount	A Fair Amount	A Little Bit	A Little Bit	A Little Bit
A Fair Amount	A Little Bit	A Fair Amount	A Lot	A Lot	A Fair Amount	A Lot
A Lot	A Lot	A Fair Amount	A Lot	A Lot	Quite a Bit	A Lot
A Lot	A Lot	A Fair Amount	A Lot	A Lot	Quite a Bit	A Lot
A Fair Amount	A Little Bit	A Fair Amount	A Fair Amount	Quite a Bit	A Fair Amount	Quite a Bit
A Lot	A Lot	A Fair Amount	N/A	A Fair Amount	A Fair Amount	A Fair Amount
A Little Bit	A Fair Amount	A Fair Amount	A Little Bit	A Fair Amount	A Fair Amount	A Little Bit

It is recommended that each individual be appointed to the R&R Committee, pending confirmation that they do not have a conflict of interest. Individual survey responses are attached.

2. **Revise the Required Number of R&R Committee Members**
The board-approved R&R Process for this RFP states that the committee "is comprised of a minimum of six individuals…" The RFP application deadline is 2/19/25. Not yet knowing the entities that will submit applications, there is the potential that conflicts of interest will eliminate R&R Committee appointees. In addition, life circumstances could prevent appointees from participating in the full review process.

   With just seven individuals appointed, staff recommends that the board reduce the required number of R&R Committee members to a minimum of four (4).

3. **Appoint the Alliance Executive Committee as the Appeals Committee for Project 2025-1**
The Alliance Governance Charter (Article II, Section E.4.) states that the board may appoint a committee of a minimum of three board members to review and make appeal decisions, or, in the alternative, the Board may delegate this responsibility to the Executive Committee.

   The RFP Timeline sets the deadline for an appeal at 5:00 p.m. on February 28, 2025, with a tentative Appeals Committee meeting on March 4, 2025. The Executive Committee is already scheduled to meet on March 4, the time of which could be extended should they need to convene as the Appeals Committee.

   Link F.1.: Individual Survey Responses

BOARD MTG. DATE: **February 2025**

AGENDA TOPIC: **G. LTRA-Funded Racial Equity Analysis**

RECOMMENDATION: **Approve Ad hoc Equity Workgroup Charter**

BACKGROUND

On June 13, 2024, the Alliance board approved the LTRA Plan, which includes racial equity strategies, and updating the racial disparities study completed in February 2023.

> **1.** Racial Equity Strategies. A description of mitigation strategies and how the key objectives to advance racial equity, diversity and inclusion have been incorporated. This should include a thorough racial equity analysis and strategy that includes clearly defined mitigation strategies and resource allocations intended to remedy existing disparities and ensure equitable access to funds and services.

OR-504 conducted a racial disparities study in February 2023 and identified populations disproportionately represented in three metrics (CE assessments, use of emergency shelter, and participation in permanent housing programs). These populations were Black/African American/African, Pacific Islander, and Hispanic/Latinx.

Over the past year, the CoC has strengthened partnerships with culturally specific organizations and is laying the groundwork to train those organizations to become CE assessment sites. Three culturally specific organizations serving each of the disproportionately represented populations helped create this LTRA Plan, which includes capacity building for smaller and culturally specific organizations to participate in the planning and provision of homeless services more fully. By offering these organizations training, technical assistance, and a menu of supportive services, the CoC will be more inclusive and expand its capacity to ensure equitable access to funds and services throughout the region.

The CoC will also expand its monitoring to six data points, including referrals for CE assessments, completed CE assessments, referrals to housing services, enrollment in housing services, housing move-in dates, and housing retention to assess improvements in racial and ethnic disparities

On December 12, 2024, the Alliance board approved an updated LTRA Plan, including the task:

Implement the six-point racial disparity project outlined in the LTRA Plan.

- Equity analysis to be conducted April-June 2025.
- While funded with LTRA dollars, the equity analysis encompasses the entire system and is not restrained to LTRA services.

On January 9, 2025, the Alliance board received an LTRA projects update, noting that this task will be done by establishing an Ad hoc Equity Workgroup, the membership and charge of which will be submitted for Board approval in March.

INFORMATION
The Alliance Governance Charter (Article II, Section E.2.) states:

> SPECIAL COMMITTEES AND WORKGROUPS. The Board may authorize the formation of special committees or workgroups, as necessary to deal with specific problems or issues, as the Board believes appropriate. The Board will appoint members to special committees and workgroups. These special committees or workgroups will be time limited and be provided a scope of work from the Board. Special committees and workgroups will report their findings and recommendations to the Board, upon request or upon the conclusion of their work.

In order to seek individuals interested in serving on the Ad hoc Equity Workgroup, the Alliance board is asked to approve the attached charter.

As stated in the proposed charter, the purpose of the Ad hoc Equity Workgroup is to assist the Mid-Willamette Valley Homeless Alliance Board of Directors in implementing the racial equity strategies outlined in the Long-Term Rent Assistance (LTRA) Plan. Specifically, to review racial disparity data along six data points to assess improvements in racial and ethnic disparities. Data points:

- referrals for CE assessments,
- completed CE assessments,
- referrals to housing services,
- enrollment in housing services,
- housing move-in dates, and
- housing retention

The assessment from the ad hoc workgroup will be delivered to the Alliance board, along with suggestions for next steps, including areas that may require further analysis with additional stakeholders.

Link G.1.: Ad hoc Equity Workgroup Charter

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE (MWVHA)

2025 MEETING SCHEDULE

Executive Committee Meetings

Virtual on Zoom

Tuesdays, Noon-1:00 p.m.

- December 31
- ~~February 4~~ Wednesday, February 5
- March 4
- April 1

- April 29
- June 3
- July 1
- August 5
- September 2
- September 30
- November 4
- December 2

Joint Boards of Directors Meetings (Homeless Alliance & ORS 190 Entity)

Hybrid on Zoom/Mid-Willamette Valley Council of Governments*

2nd Thursdays, 3:00-5:00 p.m.

- January 9
- ~~February 13~~ Feb 19 (Zoom only)
- March 13
- April 10
- April TBD – Joint meeting with Collaborative Committee
- May 8
- June 12
- July 10
- August 14
- September 11
- October 9
- November 13
- December 11

For additional information, contact:
Cassie Bay
503.540.1627
staff@mwvhomelessalliance.org

*Mid-Willamette Valley Council of Governments Address: 100 High St. SE, Salem, OR

Marianne Bradshaw Consulting

INVOICE

From
Marianne Bradshaw
1325 Jackson Valley Ln SE
Salem OR 97306
mpbradshaw503@gmail.com

To
ORS 190 Entity, Mid-Willamette Valley Homeless Alliance
c/o Mid-Willamette Valley Council of Governments
100 High Street SE, Suite 200
Salem, Oregon 97301
Attention: Elaine Lozier, Executive Director
elaine.lozier@mwvhomelessalliance.org

Date February 2, 2025

For Bradshaw Consulting Services to the Alliance, January 2025

Activities and Services

Questionnaire: Translations

- Work with Mano a Mano on Spanish translation. Work with Counting Us to get our Spanish translation into the app. Format translation so could be printed/used as PDFs as needed.
- Work with Micronesian Islander Community for Chuukese and Marshallese translations. Format translations so could be printed/used as PDFs.

Prepare for Implementation: Work with Counting Us

- Meet with TJ at Counting Us (1/9, 1/17) to discuss methodological questions, questionnaire refinement

Prepare for Implementation: Support Jurisdictional Leads

- Meet with all jurisdictional leads prior to the Count. Jesse Cuomo (1/6), Ryan Pollard (1/8), Gretchen Bennett (1/9), Sarah White (1/9), Kim Dwyer (1/10), Ben Crosby (1/16).
- Provide additional support to areas outside of Salem to manage the Counting Us sign ups and communication with volunteers

Implement Plan: Volunteer Recruiting

- Attend local meetings to make presentations about PIT Count and encourage people to sign up as volunteers. Salem Service Providers' Meeting (1/7), Churches as Neighborhood Luncheon (1/8), Youth/Young Adult Subcommittee (1/10)
- Meet with service providers and partners to engage their teams and answer their questions. Church @ the Park data team (1/6), AWARE food bank (1/9), Urban League of Portland (1/16)
- Go to Capital Community Media and be interviewed on camera to share information about PIT Count and invite volunteers (1/7)

Implement Plan: Volunteer Training

- Co-lead training sessions for volunteers on 1/6, 1/8, 1/15, 1/21 at noon, 1/21 at 6:00pm
- Manage communication with training team, refine slides for each session, send reminders of upcoming trainings through Counting Us to the those who'd signed up in the Volunteer portal.

Implement Plan: Procure gift cards and purchase supplies to give away

- Gift cards: research how to get large numbers of gift cards, which stores are in which parts of our counties. Purchase 469 gift cards, each with $5, from 7 different stores. Order some online and purchase some in-store.
- Meals Ready to Eat (MREs): research where to get MREs at best price and in a short timeframe. Read reviews about which ones are yummiest. Purchase 413 MRE entrees. Pick them up from Eugene.
- Supplies: Purchase warming supplies to give away (socks, beanies, gloves, hand-warmers, toe-warmers, granola bars, flashlights, etc).

Implement Plan: Organize and Distribute supplies

- Coordinate with volunteers for donation deliveries
- Develop plan for which supplies and how many go to each of 18 different locations for outreach distribution and events
- Work with volunteers to unpackage, sort and organize supplies for events
- Manage distribution of supplies to sites and events

Implement Plan: Volunteer Assignments and Communication

- Serve as Command Center Admin. Help assign volunteers to regions, place them on teams, communicate with jurisdictional leads
- Help manage communication with volunteers about where and when to go. Receive and respond to questions from volunteers.
- Member of team at Salem City Hall on 1/23, 1/24 and 1/27 as outreach teams gathered and were prepared to go out and conduct surveys. Helped with instructions, handing out supplies, answering questions, etc.

Data Processing: Work Towards Closing Field, Begin to Clean Data Set

- Work with Church @ the Park to get data for the Safe Parking program entered into unsheltered
- Resolve questions about entries from other counties (Yamhill, Clackamas, Wallowa)
- Resolve questions about sheltered surveys in geographies with no open shelter on night of the count

Communicate with CoC staff and PIT Work Group

- Meet with PIT Work Group Co-Chairs (1/16)
- Email update to PIT Work Group in lieu of 1/17 meeting
- Stay in communication with team doing the sheltered count (meet 1/6, 1/13)
- Correspondence and research to support these efforts

{I am not billing for these 40+ volunteer hours}

Volunteer as Surveyor: Support volunteers, events, conduct surveys

- *Delivered supplies to events, helped with set up, and supported event hosts. Stayed at several events or stationary locations for the first hour or beyond to do hands-on training with newer volunteers. This includes: Wellness Table at Oak Park Church, Punx with Purpose event at Transit, PIT event in Stayton, AWARE food bank, C@TP event at Transit, PIT event at Monmouth Skatepark, Helping Hands, Mano a Mano Food Bank, HOST Warming Event, SHARE event at Wallace Marine, MIC Housing Forum*
- *Conducted surveys in the streets and parks with outreach teams*

Invoice	Amount
Consulting Hours – 80 hours for month of December at contract rate of $85 per hour	$6,800.00
Volunteer Hours – 40+ hours conducting PIT surveys at events and through outreach 1/23-29	$0
Reimbursement for PIT Expenses (Covered by WHC Grant – Summaries attached, receipts submitted separately) $2,345.00 Gift Cards $1,681.85 MREs $5,361.67 Supplies from Amazon $25.18 Supplies from Non-Amazon Sources	$9,413.70
Total	**$16,213.70**

Make checks payable to: Marianne Bradshaw Consulting LLC

Mail to: 1325 Jackson Valley Ln SE, Salem, OR 97306

Thank you!

SUPPLIES (warming, food, etc)

For PIT Count 2025

FROM AMAZON

Date	Items	Cost
15-Jan	flashlights	$599.92
15-Jan	wool socks	$79.95
15-Jan	wool socks	$719.55
15-Jan	gloves	$371.84
16-Jan	gloves, socks	$173.94
16-Jan	hand warmers	$259.95
16-Jan	hand warmers	$51.99
16-Jan	beanies, dog treats	$156.75
16-Jan	toe warmers, beanies	$483.92
16-Jan	tarps	$369.35
17-Jan	granola bars	$143.93
17-Jan	emergency blankets	$191.96
17-Jan	hand warmers	$155.97
17-Jan	beanies	$265.96
17-Jan	beanies	$269.50
17-Jan	beanies	$37.99
18-Jan	socks	$659.97
18-Jan	tarps	$83.96
18-Jan	granola bars	$146.37
24-Jan	gloves	$34.97
24-Jan	gloves	$69.94
24-Jan	gloves	$33.99
	Total	**$5,361.67**

	OEM & OHCS reports, mtgs, etc.	CoC, ESG & YHDP Grant Monitoring	SB 5506 (ORI) Oregon Rehousing Initiative	SB 5511 (LTRA) Long Term Rental Assistance	SB 5511 shelter, outreach, and unit access	HB 5019 (EO) shelter, outreach, RRH	State Funding Total	Data gathering, updates, and responding to requests	HMIS	HUD reporting and data entry in the federal databases	Data & Reporting Total	NOFO RFP Process	Consolidated Application	Grants	Grants Total	General	Staff Transition	TOTAL
1-Nov	1.5					1.0	2.5		2.5		2.5				0.0	1.0		**6.0**
2-Nov				1.0			1.0				0.0				0.0			**1.0**
4-Nov	0.5			0.5	0.5	0.5	2.0				0.0				0.0			**2.0**
5-Nov				1.0			1.0				0.0				0.0	1.5		**2.5**
6-Nov				1.5			1.5			0.5	0.5				0.0	1.0		**3.0**
7-Nov	1.0					1.0	2.0			0.5	0.5				0.0	1.5	0.5	**4.5**
8-Nov				1.0			1.0		1.5	1.0	2.5	0.5			0.5	2.5		**6.5**
9-Nov	1.5						1.5				0.0				0.0			**1.5**
12-Nov							0.0		1.0		1.0				0.0	3.0		**4.0**
13-Nov					0.5	1.0	1.5		1.5		1.5	3.0			3.0			**6.0**
14-Nov							0.0			1.0	1.0				0.0	3.0		**4.0**
15-Nov				1.5	1.0		2.5				0.0	1.0	1.0		2.0			**4.5**
17-Nov	2.0						2.0		2.0		2.0				0.0			**4.0**
18-Nov		2.5		2.0			4.5		1.0		1.0				0.0		1.0	**6.5**
19-Nov	2.0	1.0		1.0			4.0			2.0	2.0				0.0	2.0	1.0	**9.0**
20-Nov	2.0					0.5	2.5		1.0		1.0				0.0	1.0		**4.5**
21-Nov		2.0					2.0			1.0	1.0				0.0			**3.0**
22-Nov							0.0				0.0				0.0	1.0		**1.0**
25-Nov	1.0	1.0	0.5	1.0	0.5	0.5	4.5				0.0				0.0			**4.5**
26-Nov				2.0			2.0				0.0				0.0	2.0		**4.0**
27-Nov				1.0			1.0				0.0				0.0	0.5		**1.5**
Nov Total	**11.5**	**6.5**	**0.5**	**13.5**	**2.5**	**4.5**	**39.0**	**0.0**	**10.5**	**6.0**	**16.5**	**4.5**	**1.0**		**5.5**	**20.0**	**2.5**	**83.5**

Beginning of month -Contract Balance of Hours	218.5
End of month - Contract Balance of Hours	135.0

Dates	Hours	Rate	Subtotal	Miles	Rate	Subtotal	Materials	Total
11/1/24-11/30/24	83.5	$150	$12,525.00	0	$0.670	$0.00	$15.99	$12,540.99

Jan Calvin, Consultant Invoice Submitted 12/1/24 To: ORS 190 Entity, Mid-Willamette Valley Homeless Alliance

	OEM & OHCS reports, mtgs, etc.	CoC, ESG & YHDP Grant Monitoring	SB 5506 (ORI) Oregon Rehousing Initiative	SB 5511 (LTRA) Long Term Rental Assistance	SB 5511 shelter, outreach, and unit access	HB 5019 (EO) shelter, outreach, RRH	State Funding Total
2-Dec	2.0			2.5			4.5
3-Dec				1.0			1.0
4-Dec							0.0
5-Dec	1.0			1.0			2.0
6-Dec				2.0	0.5		2.5
8-Dec							0.0
9-Dec	1.0			2.0	0.5	0.5	4.0
10-Dec						1.5	1.5
11-Dec		0.5					0.5
12-Dec				4.0			4.0
13-Dec	4.5						4.5
16-Dec				4.0			4.0
17-Dec				3.0			3.0
18-Dec							0.0
19-Dec				1.0	1.0	1.0	3.0
20-Dec							0.0
22-Dec							0.0
23-Dec				1.0			1.0
24-Dec			0.5				0.5
26-Dec			1.0				1.0
30-Dec			3.0				3.0
31-Dec			2.0				2.0
Dec Total	**8.5**	**0.5**	**6.5**	**21.5**	**2.0**	**3.0**	**42.0**

Dates	Hours	Rate	Subtotal	Miles
12/1/24-12/31/24	96.0	$150	$14,400.00	0

Jan Calvin, Consultant Revised Invoice Submitted 1/14/25

Data gathering, updates, and responding to requests	**HMIS**	**HUD reports**	**Data & Reporting Total**	**NOFO RFP Process**	**Consolidated Application**	**Grants**	**Grants Total**
			0.0				0.0
			0.0				0.0
	1.0	2.0	3.0				0.0
			0.0				0.0
			0.0				0.0
			0.0				0.0
			0.0	1.0			1.0
			0.0				0.0
			0.0	0.5			0.5
			0.0				0.0
	0.5		0.5				0.0
		2.0	2.0				0.0
		2.0	2.0				0.0
		1.0	1.0				0.0
	1.0	3.0	4.0	0.5			0.5
		4.0	4.0				0.0
		1.5	1.5				0.0
			0.0				0.0
			0.0				0.0
		2.0	2.0				0.0
			0.0				0.0
			0.0				0.0
0.0	**2.5**	**17.5**	**20.0**	**2.0**	**0.0**	**0.0**	**2.0**

Beginning of month -

End of month -

Rate	Subtotal	Materials	Total
$0.670	$0.00	$15.99	$14,415.99

To: ORS 190 Entity, Mid-Willamette Valley Homeless Alliance

General	Staff Transition	TOTAL
		4.5
	0.5	**1.5**
		3.0
1.0	3.0	**6.0**
1.0	2.5	**6.0**
	5.0	**5.0**
		5.0
3.0		**4.5**
3.0	2.0	**6.0**
2.0		**6.0**
	1.0	**6.0**
		6.0
2.0		**7.0**
	1.0	**2.0**
1.0		**8.5**
1.0		**5.0**
		1.5
1.0		**2.0**
1.0		**1.5**
		3.0
		3.0
1.0		**3.0**
17.0	**15.0**	**96.0**
Contract Balance of Hours		135.0
Contract Balance of Hours		39.0

INVOICE

Dickinson Consultants
1520 St Helens St NW
Salem, OR 97304-2093

Joy@DickinsonConsultants.com
+1 (650) 201-1985
www.dickinsonconsultants.com

Bill to
Mid Willamette Valley Homeless Alliance
100 High St. SE, Ste. 200
Salem, OR 97301

Invoice details
Invoice no.: 2687
Terms: Due on receipt
Invoice date: 01/31/2025
Due date: 01/31/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**Consulting**	January 2025: Strategic planning consulting services provided at a flat rate of $3,000 per month per contract. This month: Attended Alliance board meeting. Meet with Chair Gordon once, Met with Chair Gordon and Jan Calvin once, Met with Jan Calvin 2x, Met with Collaborative Committee Co-chairs. Revised the strategic plan 6x.	1	$3,000.00	$3,000.00

Total **$3,000.00**

Ways to pay

BANK

Dickinson Consultants accepts ACH payments or mailed checks to
1520 St. Helens St. NW, Salem, OR 97304

Note to customer

Payment is due upon receipt.
Thank you for your business!
www.DickinsonConsultants.com

View and pay

Harrang Long P.C.
800 Willamette Street, Suite 770
Eugene, OR 97401

FOR BILLING QUESTIONS, CONTACT YOUR ATTORNEY OR
ACCOUNTING AT: 541-485-0220
ACCOUNTING@HARRANG.COM
FEDERAL EIN: 93-0844033

20458.0001-CRS
January 25, 2025
Invoice No.104788
Due on Receipt

Attn: Elaine Lozier
ORS 190 Entity, Mid-Willamette Valley Homeless Alliance
100 High St. SE, Suite 200
Salem, OR 97301

Enclosed is our current invoice itemizing professional services and costs through the above-referenced statement date. The amount owing is due upon receipt, unless express alternative arrangements have been made. Past due accounts may be subject to a late charge as provided in an applicable enagement letter.

We may hold payments in our lawyer IOLTA trust account. Any interest earned on these sums will be transferred to the Oregon Law Foundation, as required by the Oregon State Bar.

If you have questions about this invoice or about the legal services which have been rendered, please call your attorney or our accounting office. We take pride in the service we offer our clients, and are not hesitant to discuss fee questions.

Our mission is to provide outstanding advice and representation. Thank you for the opportunity to be of service.

	Previous Balance	Services	Expenses	Payments	Balance
Supplemental General Counsel Services	2,511.60	2,365.20	0.00	-2,511.60	$2,365.20

Please Detach and Return This Portion With Your Remittance

Payment Method:

☐ Check ☐ Visa ☐ MasterCard ☐ American Express

Card Number

CCV (required)

Card Holder Authorized Signature

Exp. Date (required)

Amount Remitted _____

Check No. _____

Statement Date: 01/25/2025

Invoice No.: 104788

Client Ref: 20458.0001

Harrang Long P.C.
800 Willamette Street, Suite 770
Eugene, OR 97401

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Client Ref: 20458.0001 January 25, 2025
Invoice No. 104788 Page: 1
Client: ORS 190 Entity, Mid-Willamette Valley Homeless Alliance
Matter: Supplemental General Counsel Services

Itemization of Professional Services and Costs through 01/25/2025

			Hours	Amount
12/26/2024	CRS	Advise client on next steps in ED search process.	0.70	204.40
01/06/2025	CRS	Communicate with client regarding next steps with ED hiring process.	0.20	58.40
01/12/2025	CRS	Communicate with Board chair re: public meeting grievance; transmit grievance and response to OGEC.	0.30	87.60
01/14/2025	CRS	Advise client on request for Board member contact information.	0.20	58.40
	CRS	Correspondence with client re: two new public meeting grievances.	0.30	87.60
01/15/2025	CRS	Conferences with OGEC and client re: public meeting grievances.	0.90	262.80
	CRS	Communicate with OGEC staff re: notices of complaints.	0.50	146.00
01/16/2025	JWM	Follow-up communication with J. Gordon re: new director employment contract.	0.20	58.40
	JWM	Discuss with attorney B. Steringer legal status of client for employment contract purposes.	0.10	29.20
	JWM	Communicate with J. Gordon re: draft employment contract.	0.10	29.20
01/17/2025	CRS	Phone conference from Marion County Attorney Steve Elzinga re: county's response to OGEC public meeting investigation.	0.20	58.40
01/19/2025	JWM	Start draft of employment agreement for interim director.	1.00	292.00
	CRS	Work on responses to three public meetings grievances.	1.50	438.00

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Client Ref: 20458.0001 January 25, 2025
Invoice No. 104788 Page: 2
Client: ORS 190 Entity, Mid-Willamette Valley Homeless Alliance
Matter: Supplemental General Counsel Services

			Hours	Amount
01/20/2025	JWM	Complete draft of employment agreement for interim director.	1.20	350.40
01/21/2025	JWM	Make revisions to interim director employment agreement based on client's suggestions.	0.20	58.40
01/22/2025	CRS	Phone call with Marion County Counsel re: response to OGEC investigation.	0.20	58.40
01/23/2025	CRS	Follow-up call with Marion County Counsel re: response to grievance on January 9 meeting.	0.30	87.60
			8.10	2,365.20

Summary of Services

Timekeeper	Hours	Rate	Total
C. Robert Steringer	5.30	$292.00	$1,547.60
Julian W. Marrs	2.80	292.00	817.60

Total of Itemized Professional Services and Costs	2,365.20
Previous Balance	$2,511.60
Total Payments	-2,511.60
Balance Due	$2,365.20