Joint Meeting Minutes of:

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

Meeting Location(s):
July 10, 2025
Mid-Willamette Valley Council of Government
100 High St SE, Salem, OR 97301
And
Via teleconference (Zoom)

MWVHA BOARD

MEMBERS PRESENT

City of Independence, City Councilor, Shannon Corr
City of Keizer, Alternate, Mayor, Cathy Clark
City of Monmouth, City Councilor, Christopher Lopez
CoC Collaborative Committee, Co-Chair, Christine Sommer
CoC Collaborative Committee, Subject Matter Expert, David Zepeda
Marion County, Alternate, Heather Inyama
Mid-Willamette Valley Community Action Agency, Alternate, Breezy Poynor
Marion Conty Housing Authority, Alternate, Christine Sommer
PacificSource, Director, Marion & Polk County CCO, Zaira Flores Marin
Salem Health, Director, Community Outreach, Tricia Frizzell
Salem Housing Authority, Housing Administrator, Nicole Utz
Salem-Keizer School District 24J, Superintendent, Andrea Castañeda
Willamette Health Council, Deputy Director, Josie Silverman-Méndez
Youth Action Board, Chair, River Woods

MEMBERS ABSENT

Chair, Polk County, Commissioner, Jeremy Gordon
Vice Chair, Marion County, Commissioner, Danielle Bethell
City of Salem, City Councilor, Shane Matthews
City of Salem, Mayor, Julie Hoy
CoC Collaborative Committee, Co-Chair, Brenda Newey
Confederated Tribes of Grand Ronde, Tribal Council Member, Lisa Leno
Law Enforcement Assisted Diversion, LEAD Navigator, Renee Pfeffer
Marion County Housing Authority, Executive Director, Jason Icenbice
Polk County Veteran Services, Veteran Services Officer, Eric Enderle
United Way of the Mid-Willamette Valley, CEO, Rhonda Wolf
West Valley Housing Authority, Executive Director, Christian Edelblute

ORS 190 ENTITY BOARD

MEMBERS PRESENT

City of Independence, City Councilor, Shannon Corr
City of Keizer, Alternate, Mayor Cathy Clark
City of Monmouth, City Councilor, Christopher Lopez
Marion County, Alternate Heather Inyama
Salem-Keizer School District 24J, Superintendent, Andrea Castañeda

MEMBERS ABSENT

Chair, Polk County, Commissioner, Jeremy Gordon
Vice Chair, Marion County, Commissioner, Danielle Bethell
City of Keizer, City Councilor, Soraida Cross
City of Salem, Mayor, Julie Hoy
Confederated Tribes of Grand Ronde, Tribal Council Member, Lisa Leno

STAFF AND GUESTS PRESENT

Collaborative Committee, Amber Brady
Curandi, Chris Barber
MWVHA, Executive Director, Misty Bolger
MWVHA, Admin & Comm, Cassie Bay
NWHS, CEO, Kim Leathley
Salem Health, Leilani Slama
Soaring Heights, Eric Rasor

WECOME

City of Monmouth, City Councilor, Christopher Lopez called the joint meeting to order and the presence of a quorum for both the MWVHA and ORS 190 Board was noted.

ALLIANCE BOARD CONSENT AGENDA

CONSENT AGENDA ITEMS

a. Agenda;
b. June 12th, 2025, Joint MWVHA Board of Directors-ORS190 Entity Meeting Minutes;
c. Appoint the City of Monmouth and Northwest Human Services (non-profit entity) to the Executive Committee;
d. Accept the resignation of United Way of the Mid-Willamette Valley from the Executive Committee;
e. Accept the resignation of Lynelle Wilcox from the Health & Safety RFP Workgroup; and
f. Accept the resignation of Eli Calvillo (Youth Era) from the HMIS Users Workgroup.

MOTION TO APPROVE MWVHA CONSENT AGENDA ITEMS

Motion by: Mayor Clark
Seconded by: Councilor Corr
In favor: Clark, Corr, Woods, Inyama, Lopez, Zepeda, Flores Marin, Castañeda, Silverman-Méndez, Frizzell
Opposed: None
Abstentions: None

ORS 190 CONSENT AGENDA

CONSENT AGENDA ITEMS

Approval of June 30, 2025 ORS190 Entity Meeting Minutes.

MOTION TO APPROVE ORS190 ENTITY CONSENT AGENDA ITEMS

Motion by: Mayor Clark
Seconded by: Councilor Corr
In favor: Corr, Clark, Castañeda, Lopez & Inyama
Opposed: None
Abstentions: None

PUBLIC COMMENT

None

ORS 190BUSINESS/ACTIONS

LTRA-5511 CONTRACT EXTENSIONS

Bolger presented plans to extend LTRA-5511 contracts to ensure continued support for households during the gap between the end of OHCS contracts and the availability of new funding opportunities for the following subgrantees:

1. Mid-Willamette Valley Community Action Agency (MWVCAA);
2. Sable House;
3. Shangri-La; and
4. Center for Hope & Safety.

MOTION TO APPROVE LTRA-5511 CONTRACT EXTENSIONS

Motion by: Councilor Corr
Seconded by: Castañeda
In favor: Corr, Castañeda & Inyama
Opposed: None
Abstentions: Councilor Lopez (MWVCAA Employee) & Mayor Clark (MWVCAA Board Member)

Due to the abstentions by Councilor Lopez and Mayor Clark, quorum was unable to be met. The ORS 190 Entity compelled Mayor Cathy Clark to vote so business could be moved forward.

Although the ORS 190 Entity allows compelled voting by public officials to move business forward, only one of the two abstaining members (Mayor Clark) was compelled to vote. Councilor Lopez was not included due to a miscalculation of quorum at the time of the vote. As a result, quorum was not met and the motion was not valid.

Next Steps: The motion will be brought back at the next meeting, with quorum requirements recalculated and appropriate action taken to ensure compliance with ORS 190 procedures.

HUD COC PLANNING GRANT AGREEMENT

Misty Bolger presented the HUD CoC Planning Grant totaling $166,007.29, which would contribute to the 2025-2026 budget. She noted that a budget amendment would be required later once this and other pending grants are received. Bolger stated that according to legal counsel, there was minimal risk of this funding being rescinded due to federal budget changes, as the money was already set aside.

MOTION TO APPROVE HUD COC PLANNING GRANT

Motion by: Councilor Corr
Seconded by: Mayor Clark
In favor: Corr, Clark, Castañeda, Lopez & Inyama
Opposed: None
Abstentions: None

ALLIANCE BUSINESS/ACTIONS

FEDERAL RECONCILIATION BILL IMPLICATIONS

Misty Bolger explained potential impacts of the Federal Reconciliation Act and federal budget on CoC funding. Possible effects included:

- Impact on the Alliance's ability to continue pass-through funds from HUD
- Elimination of COC competitions
- Potential for COCs to compete against each other rather than having rollover funds
- Possible shift from biennial to annual NOFOs (Notice of Funding Opportunities)

Bolger noted that currently allocated funding appears secure for the coming fiscal year, and the Alliance's recently passed budget excluded these funds, allowing operations to continue regardless of federal changes.

BOARD MEMBERSHIP RECRUITMENT

Misty Bolger presented the policy and procedure for adding members to the Alliance. While the assessment tool was not included in the agenda packet, Bolger explained plans to create a tool to evaluate the current board composition and identify gaps in geographic makeup, race/ethnicity, lived experience, rural representation, sector representation, and expertise such as financial/budgetary experience.

Board members provided feedback on the recruitment process, including:

- Requiring alternates/proxies for board members to ensure representation
- Having prospective members attend at least one meeting before joining
- Ensuring representatives are decision-makers from their organizations
- Potential development of bylaws to streamline charter revisions
- Exploring confidentiality requirements for board members
- Clarifying financial contribution calculations

Bolger confirmed she would bring a revised version to the next meeting.

ALLIANCE MEMBERSHIP AMENDMENTS TO CHARTER

Misty Bolger presented amendments to the Alliance Charter to add the City of Woodburn and Northwest Human Services as board members and remove United Way. Mayor Clark expressed appreciation for United Way's significant contributions to the formation of the continuum of care and their adaptability during challenging times.

MOTION TO APPROVE THE FOLLOWING AMENDMENTS TO THE BOARD OF DIRECTORS CHARTER:

a. Add the City of Woodburn
b. Add Northwest Human Services
c. Remove United Way of the Mid-Willamette Valley

Motion by: Mayor Clark
Seconded by: Silverman-Meñdez
In favor: Clark, Corr, Woods, Inyama, Lopez, Zepeda, Flores Marin, Castañeda, Silverman-Méndez, Frizzell
Opposed: None
Abstentions: None

ORS190 INTER-GOVERNMENTAL AGREEMENT AMENDMENT

Misty Bolger requested approval of an amendment to the intergovernmental agreement and authorization to add the City of Woodburn to the ORS190 Entity. The vote required a three-quarters majority of ORS190 members. With only five of eight members present, the board lacked the necessary quorum to vote on this item. The matter was deferred to the next meeting.

PROPOSED CHARTER FOR FINANCE COMMITTEE

Misty Bolger presented a draft charter for the Finance Committee, which would consist of the Executive Committee, CoC Budget Officer, and any finance staff. The committee would review, monitor, and assess financial risks and make recommendations to the full board.

Board members recommended several amendments:

- Adding language requiring regular reporting to the board
- Allowing the board to appoint members with strong financial backgrounds
- Separating the conflict of interest section from the voting paragraph
- Correcting an error in the membership section

MOTION TO APPROVE THE PROPOSED FINANCE COMMITTEE CHARTER AS AMENDED TO:

1. Include regular reporting requirements;

2. Allow Board-appointed members with financial expertise;

3. Separate the conflict of interest section from the voting paragraph; and

4. Correct the error in the membership section

Motion by: Mayor Clark
Seconded by: Flores Marin
In favor: Clark, Corr, Woods, Inyama, Lopez, Zepeda, Flores Marin, Castañeda, Silverman-Méndez, Frizzell
Opposed: None
Abstentions: None

ALLIANCE-ORS190 ENTITY UPDATES

Director Report

Misty Bolger provided updates on Alliance operations:

- Grant Management: Working on closing out grants, with Oregon Rehousing Initiative and LTRA advance continuing
- Database Development: Implementing a Need Navigator database to track invoices, grant balances, and spending
- Documentation: Creating detailed guidance documents for subgrantees to clarify allowable expenses
- LTRA Funds: Modified original plans to partner with local housing authorities for landlord engagement instead of hiring a navigation specialist
- Capacity Building: Developing a new website, funding Rentwell instructor training for partner agencies and purchasing support supplies for program households
- Staff Development: Becoming certified in suicide prevention training and other mental health training programs

OTHER BUSINESS

Other Business or Updates

Board members shared updates from their organizations:

- Mayor Clark: Highlighted the Community Action reentry resource center's relocation to Commercial Street with better bus access, and efforts to connect veteran service organizations
- Councilor Lopez: Reported on two homeless shelters now operating in Monmouth (David's House and Church of the Park), and continued funding for the Monmouth Independence Trolley

- Flores Marin: Announced activation of cooling centers with free transportation for OHP members during the upcoming heat wave
- Mayor Clark: Noted Food Share's legislative allocation for facility expansion
- Rasor: Shared that Soaring Heights opened two new recovery homes (their fourth and fifth houses), with 33 total beds now available
- Utz: Announced the mailing of 200 housing vouchers and efforts to transfer emergency housing voucher recipients to regular programs before federal sunset

ZOOM CHAT MESSAGES

00:32:39	Christine Sommer/ MCHA: we did similar, Misty it was more one on one on a case by case basis,
00:34:42	Andrea Castañeda: Hi everyone!
	Andrea Salem Keizer Public SChools
00:35:40	Kim Leathley, NWHS: Good afternoon! this is Kim Leathley from Northwest Human Services
00:36:27	Andrea Castañeda: I will need to step away for 15 minutes at 3:30.
00:38:21	LRSLAM: I have no sound. I am assuming it's just me?
00:38:51	Kim Leathley, NWHS: Replying to "I have no sound. I a..."
	I have sound.
00:39:01	Andrea Castañeda: aye
00:39:26	Shannon Corr, Independence: Shannon Corr, City Councilor in Independence.
00:39:44	Christine Sommer/ MCHA: Christine Sommer Marion County Housing Authority
00:40:02	Josie Silverman-Mendez (she/her), Willamette Health Council: Josie Silverman-Mendez, Willamette Health Council
00:40:59	Cassie Bay - MWVHA:https://mwvhomelessalliance.org/wp-content/uploads/2025/07/Proposed-Amendments-x4-Grants.pdf
00:42:47	Kim Leathley, NWHS: Reacted to "https://mwvhomelessa..." with 👍
00:50:35	Zaira Flores Marin: My apologies for being late. Zaira Flores Marin, Marion-Polk CCO Director, PacificSource

00:51:58 Shannon Corr, Independence: Would it be too much of an imposition to add "back" links within the agenda so we can move back and forth between the agenda and referenced documents? Otherwise we spend a lot of time scrolling.

00:52:52 Shannon Corr, Independence: Did you skip item 7?

00:54:12 Christopher Lopez (he/him): We may have. I'll address that once this discussion is complete. Thank you.

00:55:17 Shannon Corr, Independence: Reacted to "We may have. I'll ad..." with 👍

00:56:31 Andrea Castañeda: I have to step away for about 15 minutes. I think you have quorum in my absence. BRB

01:16:51 Shannon Corr, Independence: BRB... having pet issues.

01:20:00 Andrea Castañeda: back!

01:21:56 Kim Leathley, NWHS: Thank you! It's an honor for Northwest Human Services to join the Board in this important work!

01:22:02 Zaira Flores Marin: Reacted to "Thank you! It's an h..." with ❤️

01:24:03 Shannon Corr, Independence: BRB

01:27:22 Josie Silverman-Mendez (she/her), Willamette Health Council: Reacted to "Thank you! It's an h..." with ❤️

01:29:52 Leilani's iPhone: I have to jump off for another meeting. Tricia is now officially our board member.

01:30:02 Cassie Bay - MWVHA: Reacted to "I have to jump off f..." with 👍

01:45:06 Andrea Castañeda: great news!

01:45:21 Amber / Uniting Efforts: We're happy to be back! Hopefully we can share sum thoughts at the next meeting! Thank you for everything you do..

02:01:09 Zaira Flores Marin: Please let your clients with PacificSource OHP in Marion/Polk Counties know that they can call Modivcare at 844-544-1397 (TTY: 711) and request a ride for this purpose.

02:03:48 Shannon Corr, Independence: Passed it on Zaira. Thanks!

02:03:56 Kim Leathley, NWHS: Reacted to "Please let your clie..." with ❤️

02:07:07 Zaira Flores Marin: Reacted to "Passed it on Zaira. ..." with ❤️

ADJOURNMENT

Councilor Lopez adjourned the board meeting at 4:52 p.m.

Jeremy Gordon
Jeremy Gordon (Aug 15, 2025 13:24:32 PDT)

08/15/2025

Jeremy Gordon, MWVHA Chair & ORS 190 Entity President

Date

Misty Bolger
Misty Bolger (Aug 15, 2025 12:31:54 PDT)

08/15/2025

Misty Sorte, MWVHA Executive Director

Date

2025.07.10_MWVHA_Joint_ORS190-BOD_Meeting_Minutes

Final Audit Report 2025-08-15

Created:	2025-08-15
By:	Cassie Bay (cassandra.bay@mwvhomelessalliance.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2J_Cnyil191wbgf0gJDKZuCg9_rVnNNd

"2025.07.10_MWVHA_Joint_ORS190-BOD_Meeting_Minutes" History

Document created by Cassie Bay (cassandra.bay@mwvhomelessalliance.org)
2025-08-15 - 7:15:49 PM GMT

Document emailed to Jeremy Gordon (gordon.jeremy@co.polk.or.us) for signature
2025-08-15 - 7:15:54 PM GMT

Document emailed to Misty Bolger (misty.bolger@mwvhomelessalliance.org) for signature
2025-08-15 - 7:15:54 PM GMT

Email viewed by Misty Bolger (misty.bolger@mwvhomelessalliance.org)
2025-08-15 - 7:30:33 PM GMT

Document e-signed by Misty Bolger (misty.bolger@mwvhomelessalliance.org)
Signature Date: 2025-08-15 - 7:31:54 PM GMT - Time Source: server

Email viewed by Jeremy Gordon (gordon.jeremy@co.polk.or.us)
2025-08-15 - 8:24:19 PM GMT

Document e-signed by Jeremy Gordon (gordon.jeremy@co.polk.or.us)
Signature Date: 2025-08-15 - 8:24:32 PM GMT - Time Source: server

Agreement completed.
2025-08-15 - 8:24:32 PM GMT

Adobe Acrobat Sign