Joint Meeting Minutes of:

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

Meeting Location(s):
August 14, 2025
Mid-Willamette Valley Council of Government
100 High St SE, Salem, OR 97301
And
Via teleconference (Zoom)

MWVHA BOARD

MEMBERS PRESENT

Chair, Polk County, Commissioner, Jeremy Gordon
Vice Chair, Marion County, Commissioner, Danielle Bethell
City of Independence, City Councilor, Shannon Corr
City of Keizer, City Councilor, Soraida Cross
City of Monmouth, City Councilor, Christopher Lopez
CoC Collaborative Committee, Co-Chair, Christine Sommer
CoC Collaborative Committee, Co-Chair, Brenda Newey
CoC Collaborative Committee, Subject Matter Expert, David Zepeda
Confederated Tribes of Grand Ronde, Tribal Council Member, Lisa Leno
Marion County Housing Authority, Alt. Christine Sommer
Mid-Willamette Valley Community Action Agency, Executive Director, Ashley Hamilton
Northwest Human Services, Executive Director, Kim Leathley
PacificSource, Director, Marion & Polk 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

MEMBERS ABSENT

City of Salem, City Councilor, Shane Matthews
City of Salem, Mayor, Julie Hoy
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
Union Gospel Mission, Executive Director, Dan Clem
West Valley Housing Authority, Executive Director, Christian Edelblute
Youth Action Board, Chair, River Woods

ORS 190 ENTITY BOARD

MEMBERS PRESENT

Chair, Polk County, Commissioner, Jeremy Gordon
Vice Chair, Marion County, Commissioner, Danielle Bethell
City of Independence, City Councilor, Shannon Corr
City of Keizer, City Councilor, Soraida Cross
City of Monmouth, City Councilor, Christopher Lopez
Confederated Tribes of Grand Ronde, Tribal Council Member, Lisa Leno

MEMBERS ABSENT

City of Salem, Mayor, Julie Hoy
Salem-Keizer School District 24J, Superintendent, Andrea Castañeda

STAFF AND GUESTS PRESENT

MWVHA, Executive Director, Misty Bolger
Curandi, Chris Barber
League of Women Voters of Marion & Polk County, Cheryl Gribskov
MWVHA, Admin & Comm Support, Cassie Bay
MWVHA, Health & Homeless Systems Liaison, Emily Mewbourn
Uniting Efforts, Amber Brady

WECOME

Chair Gordon called the joint meeting to order at 3:05 p.m.. The presence of a quorum for the MWVHA and ORS 190 Board was noted and it was confirmed that Oregon Public Meeting Law requirements had been met with the notice posted on the website and mailed to members, media and interested parties a week prior to the meeting.

ALLIANCE BOARD CONSENT AGENDA

CONSENT AGENDA ITEMS

a) Agenda;
b) July 10, 2025 Joint MWVHA BOD-ORS190 Entity Meeting Minutes;
c) April 10, 2025 Joint MWVHA BOD-ORS190 Entity Meeting Minutes (scrivener's error); and
d) Appoint Zaira Flores Marin (Pacific Source), Josie Silverman-Meñdez (Willamette Health Council), Councilor, Shannon Corr (City of Independence), Commissioner, Jeremy Gordon (Polk County), Tricia Frizzel (Salem Health), Mayor, Cathy Clark (City of Keizer), Collaborative Committee Co-Chair, Brenda Newey (Union Gospel Mission – Simonka Place) to the MWVHA Governance Charter Review Team.

MOTION TO APPROVE MWVHA CONSENT AGENDA ITEMS BY: **BETHELL**

Seconded by: Corr
In favor: Gordon, Bethell, Corr, Cross Lopez, Zepeda, Leno, Leathley, Marin, Frizzell, Castañeda & Silverman-Méndez
Opposed: None
Abstentions: None

ORS 190 CONSENT AGENDA

Councilor Lopez requested that items A and B be considered separately from the rest of the ORS190 Entity Consent Agenda.

a. MWVCAA_LTRA_5511_HousingVoucherAdministration_Grant;
b. MWVCAA_LTRA_5511_SSO_Grant;
c. Sable_House_LTRA_5511_SSO_Grant;
d. Shangri-La_LTRA_5511_SSO_Grant;
e. CHS_LTRA_5511_SSO_Grant;
f. HUD HMIS Grant (2024 NOFO); and
g. Ratification of employee health coverage contract renewal.

MOTION TO APPROVE MWVHA CONSENT AGENDA **C-G** ITEMS BY: **BETHELL**

Seconded by: Lopez
In favor: Gordon, Bethell, Corr, Lopez, Cross & Leno
Opposed: None
Abstentions: None

MOTION TO APPROVE MWVHA CONSENT AGENDA **A-B** ITEMS BY: **BETHELL**

Seconded by: Leno
In favor: Gordon, Bethell, Corr, Cross & Leno
Opposed: None
Abstentions: Lopez (MWVCAA Employee)

PUBLIC COMMENT

David Zepeda and Amber spoke on behalf of lived experience voices. David noted that having their statement included on the agenda was a significant achievement for lived experience representation. They announced they are conducting board recruitment for Uniting Efforts, Inc. to help launch solutions for displacement and will be sending information to the Collaborative Committee.

Commissioner Gordon acknowledged their input and the importance of keeping the Alliance's work connected to its human purpose, offering to discuss strategies for more substantive participation.

ALLIANCE BUSINESS

COMMUNICATIONS UPDATE

DISCUSSION

Bolger presented the new logo design for the Alliance. The design features a heart with two shades of green representing Marion and Polk Counties, and a doorway symbolizing welcome into safe, supportive housing. The logo emphasizes that there is "no wrong door" for seeking services across the continuum of care.

Flores Marin suggested ensuring the logo would print well in grayscale and recommended considering making the mountain shape above the door look more like a house to tie it more closely to the mission. Tricia requested a grayscale version for printing needs.

Bolger then demonstrated the new website, explaining it would maintain the same information but in a more accessible format. The site will feature the mission, vision, and values prominently, with sections for calendars, committee work groups, and organized documents. The website will be updatable by Alliance staff to keep information current.

MOTION TO APPROVE MOVING FORWARD WITH THE LOGO AND WEBSITE AS DISCUSSED BY: **BETHELL**

Seconded by: Leno
In favor: Gordon, Bethell, Corr, Lopez, Zepeda, Leno, Leathley, Marin, Frizzell, Castañeda & Silverman-Méndez
Opposed: None
Abstentions: None

STATE & FEDERAL FUNDING UPDATE

DISCUSSION

Bolger presented a policy to retain 1% of the federal NOFO grant awards for administrative capacity and grant management. She explained that while the board had approved this concept in 2021 and formalized it in the charter in April 2022, a formal process for assessment had not been implemented. The 1% was collected in 2023 but not in 2024, resulting in a loss of $32,000 in administrative funding.

The proposed process would involve sending invoices to agencies awarded COC funds on November 1st each year, similar to the current membership invoicing process. Agencies with concerns could submit grievances in writing to be reviewed by the board. For the current year, $37,000 would be assessed and allocated to computer support, HR, youth stipends, travel and training, subscriptions, office supplies, and rent.

Flores Marin questioned why the 1% couldn't be deducted upfront rather than invoiced later. Bolger explained that HUD contracts directly with agencies, not through the Alliance. Danielle asked Bolger to explain the COC's involvement in the NOFO process. Bolger explained that the

Alliance acts as the collaborative applicant, managing the grant application process, reviews, reporting to HUD, and overseeing HMIS and Coordinated Entry requirements.

Silverman-Méndez emphasized the importance of advertising this assessment during the annual NOFO process so organizations could budget accordingly.

MOTION TO APPROVE RETENTION OF 1% OF FEDERAL NOFO GRAND AWARDS FOR ADMINISTRATIVE CAPACITY AND GRANT MANAGEMENT BY: **BETHELL**

Seconded by: Corr
In favor: Gordon, Bethell, Corr, Lopez, Zepeda, Leno, Leathley, Marin, Frizzell, Castañeda & Silverman-Méndez
Opposed: None
Abstentions: None

HEALTH & SAFETY RFP – ENVIRONMENTAL SCAN

DISCUSSION

Chair Gordon requested moving this item up to be included in Alliance actions in the agenda, and the board unanimously consented to this change.

Bolger presented the Health and Safety RFP for an environmental scan, funded by a $1 million grant from the Willamette Health Council. The scan aims to identify gaps in coordination between health, housing, and homeless services in Marion and Polk counties. Unlike previous gap analyses, this project includes funding to implement actionable changes based on the findings.

The RFP would be released on September 2, 2025, with proposals due September 19. A consultant would be selected by October 11, with a kickoff meeting in November. The environmental scan would be conducted between December 2025 and February 2026, with a draft report due in March 2026.

Commissioner Gordon noted that while the timeline wouldn't allow findings to inform the upcoming NOFO application, it could potentially inform the House Bill 3644 regional coordinator application.

Bolger confirmed the scan would meet HUD's requirement for an annual gaps analysis, saving the Alliance additional funds.

David and Amber expressed interest in being part of the review committee and working with the consultant on innovative ideas.

Flores Marin made several suggestions:

1. Connect findings with the Community Health Improvement Plan (CHIP)
2. Consider incorporating data available from Pacific Source
3. Add criteria evaluating consultants' ability to work with diverse populations including youth and people with disabilities

4. Include cost analysis for any proposed priorities
5. Have the consultant present findings to the Willamette Health Council board

Silverman-Méndez confirmed that approximately $25,000-30,000 was budgeted for the consultant, with remaining grant funds allocated to implement recommendations. The RFP scoring criteria includes 30% weight for actionable recommendations.

MOTION TO APPROVE HEALTH & SAFETY RFP FOR PUBLIC POSTING AS DISCUSSED BY: **CORR**

Seconded by: Flores Marin
In favor: Gordon, Bethell, Corr, Lopez, Zepeda, Leno, Leathley, Marin, Frizzell, Castañeda & Silverman-Méndez
Opposed: None
Abstentions: Silverman Meñdez (Health & Safety Committee Co-Chair)

ORS 190 BUSINESS/ACTIONS

WOODBURN INTERGOVERNMENTAL AGREEMENT UPDATE

This item was tabled due to lack of quorum for the ORS 190 Entity. Six members are required for a three-fourths vote, but only five were present.

ALLIANCE-ORS190 ENTITY UPDATES

DIRECTORS REPORT

NOFO Planning: The team is preparing for the HUD Notice of Funding Opportunity expected by late August or mid-September. They're following guidance from the National Alliance on Homelessness regarding potential language changes, including a possible sobriety component.

OHCS Funding: Meetings with OHCS to discuss allocation for the COC have been delayed. The Alliance is collecting information from providers about the impact of funding delays to compile a letter to OHCS highlighting the effects on services and staffing.

Contract and Policy Changes: The Alliance received its monitoring report for 2023-24 and is scheduled for 2024-25 monitoring in January. The monitoring identified areas needing improved documentation. Bolger is working with subgrantees to address these findings and will present updated financial policies, invoicing procedures, and contract language at the next board meeting.

2026 Point-in-Time Count: While HUD only requires an unsheltered count every other year, the Alliance had hoped to conduct one for data continuity. Given current staffing limitations, Bolger is exploring options and will present several approaches with cost analyses at a future work session.

Staffing and Workflow: With the Alliance down two staff positions and no longer contracting out services, the team is reassessing capacity and statutory requirements. They're moving away from siloed approaches to more collaborative work. Some committees may shift to meeting every other month instead of monthly to manage staff capacity.

Commissioner Gordon suggested that if providers don't respond quickly enough about the funding delay impacts, the board could speak on their behalf since many are floating services in anticipation of state funding.

JURISDICTIONAL UPDATES

Commissioner Bethell announced:

- A ribbon cutting for Discovery Academy and 4D Recovery youth substance use treatment center on August 28th at 12:00 PM at the old state police building on North Portland Road.
- A new partner from Washington called Recovery Village Salem coming to the community to provide wraparound supported services for adults with substance use issues.

Councilor Core expressed concern about layoffs at the Polk County Family Service Center and asked about potential impacts. Commissioner Gordon responded that he believed only one position was affected with no further layoffs planned or service reductions anticipated.

Commissioner Gordon announced a ribbon cutting for Carson Commons on August 27th at 1:00 PM, featuring 20 units of low-income housing with 9 units set aside for young adults exiting foster care. Chris Patterson, a regional HUD administrator, would be speaking.

Commissioner Bethell highlighted two affordable housing projects in Salem seeking funding through the Oregon Housing Stability Council in September. He urged board members to write letters of support for these projects and noted the need for the Alliance to advocate more strongly for housing development resources.

Tribal Councilor Leno invited everyone to the Grand Ronde annual contest powwow that weekend and announced a Family Night Out event on August 22nd at 4:00 PM featuring free resources, rides, games, and food for families.

Nicole Utz from Salem Housing Authority raised concerns about the growing gap in coordinated entry assessments, noting that law enforcement frequently contacts her seeking help with assessments.

Commissioner Gordon announced the upcoming opening of the Polk Care Center for walk-in substance use disorder and mental health services, scheduled for October 1st.

ZOOM CHAT MESSAGES

00:31:51	Danielle Bethell, Commissioner (Marion):	Danielle Bethell, Marion County Commissioner

00:32:18 Christine Sommer/ MCHA: Christine Sommer/Marion County Housing Authority

00:32:32 Danielle Bethell, Commissioner (Marion): Replying to "Christine Sommer/MCH..."

😳 Marion County Housing Authority..

00:32:41 Brenda: Brenda Newey UGM Simonka Place

00:32:48 Christine Sommer/ MCHA: Reacted to "😳 Marion County..." with 👍

00:33:02 Danielle Bethell, Commissioner (Marion): Reacted to "Brenda Newey UGM Sim..." with ❤️

00:33:43 Kim Leathley, NWHS: Kim Leathley, CEO, Northwest Human Services

00:34:15 Josie Silverman-Mendez (she/her), Willamette Health Council: Josie Silverman-Mendez, Willamette Health Council

00:34:26 Nicole Utz, Salem Housing Authority: Nicole Utz, Salem Housing Authority

00:36:00 Tricia Frizzell:Tricia Frizzell - Salem Health

00:37:07 Jeremy Gordon: Jeremy Gordon, Polk County Commissioner

00:37:10 ChrisBarber: Chris Barber, Curandi

00:37:13 Shannon Corr, Independence: Shannon Corr, City of Independence.

00:37:16 Zaira Flores Marin: Zaira Flores Marin, CCO director, PacificSource Community Solutions

00:37:17 Christopher Lopez (he/him): Christopher Lopez, City Councilor, Monmouth

00:37:25 Lisa Leno: lisa leno crgr

00:37:53 Amber / Uniting Efforts: David Zepeda & Amver Brady Subject Matter Experts! Sorry for the delay and technical challenges...

00:45:58 Danielle Bethell, Commissioner (Marion): Great SEEING you both, David and Amber!

00:46:04 Shannon Corr, Independence: Thank you David & Amber. I too have concerns about an admin focus and feel somewhat unfulfilled after every meeting,

00:46:19 Jeremy Gordon: Reacted to "Thank you David & Am..." with ❤️

00:48:18 Shannon Corr, Independence: Love the logo. Website looks great too.

00:48:45 Amber / Uniting Efforts: Very Happy & Nervous to be here! Grateful for being heard! Thank you!

00:48:51 Jeremy Gordon: Reacted to "Very Happy & Nervous..." with ❤️

00:48:51 Kim Leathley, NWHS: Reacted to "Very Happy & Nervous..." with ❤️

00:49:02 Josie Silverman-Mendez (she/her), Willamette Health Council: Reacted to "Very Happy & Nervous..." with ❤️

00:49:04 Shannon Corr, Independence: Reacted to "Very Happy & Nervous..." with ❤️

00:49:26 Danielle Bethell, Commissioner (Marion): Replying to "Very Happy & Nervous..."

I'm sorry you're feeling nervous, you are among friends.

00:49:34 Jeremy Gordon: We're so grateful you are here!

00:49:53 Danielle Bethell, Commissioner (Marion): Reacted to "Love the logo. Websi..." with ❤️

00:49:56 Tricia Frizzell:can you make a grey scale or black/white version too? Might be helpful for printing like Zaira mentioned.

00:50:01 Danielle Bethell, Commissioner (Marion): Replying to "Love the logo. Websi..."

agreed!

00:50:12 Shannon Corr, Independence: Replying to "Very Happy & Nervous..."

You're why we're here. Keep us focused on what's important.

00:50:41 Zaira Flores Marin: Reacted to "Very Happy & Nervous..." with ❤️

00:51:23 Shannon Corr, Independence: Maybe move Job Openings to the far right

00:51:45 Kim Leathley, NWHS: Reacted to "Maybe move Job Openi..." with 👍

00:52:01 Zaira Flores Marin: suggest making the font bigger under "Uniting Communities..."

00:52:11 Kim Leathley, NWHS: Reacted to "suggest making the f..." with 👍

00:52:15 Misty Bolger: Reacted to "suggest making the f..." with 👍

00:52:17 Zaira Flores Marin: I love these colors, so much more welcoming and fresh

00:52:18 ashley.hamilton: Agreed, was just thinking that Zaira.

00:52:18 Amber / Uniting Efforts: Can we change Homelessness?

00:52:25 Shannon Corr, Independence: Reacted to "I love these colors,..." with 👍

00:52:39 Shannon Corr, Independence: Reacted to "Can we change Homele..." with 👍

00:54:08 Nicole Utz, Salem Housing Authority: Reacted to "I love these colors,..." with 👍

00:54:45 Shannon Corr, Independence: Replying to "Can we change Homele..."

I never liked that we're the MWV "Homeless" Alliance.

00:57:59 ashley.hamilton: BRB

01:02:31 Shannon Corr, Independence: Sorry you're having to work sick, Misty. Feel better.

01:03:32 Kim Leathley, NWHS: On the previous topic: As we consider changes to the language (our name and/or other language on the website), I recommend establishing clear evaluation criteria to guide our decision. As discussed, a key priority should be ensuring the language is trauma-informed, community-sensitive, and framed positively. Other important considerations might include clarity of communication, the administrative burden and cost of making the change, and any additional factors we identify along the way.

01:04:05 Tricia Frizzell:Reacted to "On the previous topi..." with 👍🏽

01:05:00 Danielle Bethell, Commissioner (Marion): Reacted to "On the previous topi..." with 👍

01:05:12 Josie Silverman-Mendez (she/her), Willamette Health Council: Reacted to "On the previous topi..." with 👍

01:05:35 Jeremy Gordon: Reacted to "On the previous topi..." with 👍

01:07:41 Shannon Corr, Independence: Reacted to "On the previous topi..." with 👍

01:07:48 Nicole Utz, Salem Housing Authority: Reacted to "On the previous topi..." with 👍

01:15:35 Josie Silverman-Mendez (she/her), Willamette Health Council: Are we thinking that new NOFO will drop this fall?

01:15:43 Danielle Bethell, Commissioner (Marion): Replying to "Are we thinking that..."

That's the HOPE!

01:15:48 Josie Silverman-Mendez (she/her), Willamette Health Council: Reacted to "That's the HOPE!" with 👍

01:17:40 Josie Silverman-Mendez (she/her), Willamette Health Council: It's our pleasure; we are really pleased with the progress since Emily has come onboard!

01:17:47 emily.mewbourn: Reacted to "It's our pleasure; w..." with ❤️

01:17:48 Danielle Bethell, Commissioner (Marion): Reacted to "It's our pleasure; w..." with ❤️

01:17:52 Tricia Frizzell:Reacted to "It's our pleasure; w..." with ❤️

01:19:14 Kim Leathley, NWHS: Reacted to "It's our pleasure; w..." with ❤️

01:21:49 Jeremy Gordon: Reacted to "Are we thinking that..." with 👍

01:21:55 Jeremy Gordon: Reacted to "It's our pleasure; w..." with ❤️

01:25:12 Kim Leathley, NWHS: @Zaira Flores Marin - Thank you for your reflections on the RFP. Your point about ensuring different populations have a preferred/effective pathway for input could be embedded (or called out) in the Equity criterion.

01:26:20 Kim Leathley, NWHS: *Agree with Tricia's point abut Stakeholder Engagement.

01:26:28 Josie Silverman-Mendez (she/her), Willamette Health Council: Reacted to "*Agree with Tricia's..." with 👍

01:26:37 emily.mewbourn: Reacted to "@Zaira Flores Marin ..." with ❤️

01:30:33 Amber / Uniting Efforts: Very excited for Woodburn to be involved! We apologize for our setup and are working on it.. gotta go to a vet appt . Thank you everyone for listening!

01:33:42 Cassie Bay, MWVHA Admin Support:So sorry!

01:35:07 Shannon Corr, Independence: Reacted to "Very excited for Woo..." with ❤️

01:48:25 ChrisBarber: Beth Hays , Community Resource Trust

01:49:47 Zaira Flores Marin: Reacted to "@Zaira Flores Marin ..." with ❤️

01:51:57 Lisa Leno: danielle please email info and ctgr can provide a letter of support

01:52:20	Danielle Bethell, Commissioner (Marion):	Reacted to "danielle please emai..." with ❤️
01:52:48	Danielle Bethell, Commissioner (Marion):	Replying to "danielle please emai..."
		Thank you, I will get information to Misty and Cassie and they can forward to the full board. Thank you for your willingness.
01:52:56	Danielle Bethell, Commissioner (Marion):	Reacted to "Beth Hays , Communit..." with 👍
01:53:26	Kim Leathley, NWHS:	Reacted to "Thank you, I will ge..." with ❤️
01:53:33	Kim Leathley, NWHS:	Reacted to "danielle please emai..." with ❤️
01:53:38	Tricia Frizzell:	Reacted to "Thank you, I will ge..." with ❤️
01:53:52	Josie Silverman-Mendez (she/her), Willamette Health Council:	Reacted to "Thank you, I will ge..." with ❤️
01:55:31	Josie Silverman-Mendez (she/her), Willamette Health Council:	Reacted to "danielle please emai..." with ❤️

ADJOURNMENT

Chair Gordon adjourned the board meeting at 4:32 p.m.

Jeremy Gordon
Jeremy Gordon (Sep 16, 2025 08:28:46 PDT)

Jeremy Gordon, MWVHA Chair & ORS 190 Entity President

09/16/2025
Date

Misty Bolger
Misty Bolger (Sep 22, 2025 14:33:19 PDT)

Misty Bolger, MWVHA Executive Director

09/22/2025
Date

2025.08.14_Joint_MWVHA_BOD-ORS190_Entity_Meeting_Minutes

Final Audit Report 2025-09-22

Created:	2025-09-15
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