Special Joint Meeting Minutes of:

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

Meeting Location(s):
December 2, 2025
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
City of Salem, Mayor, Julie Hoy
City of Salem, City Councilor, Shane Matthews
CoC Collaborative Committee, Co-Chair, Christine Sommer
Marion County Housing Authority, Alt. Christine Sommer
Mid-Willamette Valley Community Action Agency, Alt., Shelaswau Crier
Northwest Human Services, CEO, Kim Leathley
PacificSource, Director, Marion & Polk Counties CCO, Zaira Flores Marin
Salem Health, Director, Community Outreach, Tricia Frizzell
Salem Housing Authority, Housing Administrator, Nicole Utz
Willamette Health Council, Deputy Director, Josie Silverman-Méndez

MEMBERS ABSENT

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
Polk County Veteran Services, Veteran Services Officer, Eric Enderle
Union Gospel Mission, Vacant
Salem-Keizer School District 24J, Superintendent, Andrea Castañeda
West Valley Housing Authority, Executive Director, Christian Edelblute

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

City of Salem, Mayor, Julie Hoy

MEMBERS ABSENT
Confederated Tribes of Grand Ronde, Tribal Council Member, Lisa Leno
Salem-Keizer School District 24J, Superintendent, Andrea Castañeda

STAFF AND GUESTS PRESENT
City of Keizer, Mayor, Cathy Clark
Marion County LEAD, Mareis Dickerson
MWVHA, Executive Director, Misty Bolger
MWVHA, Cassie Bay
SafeSleep, Lynelle Wilcox

WECOME

Chair Jeremy Gordon called the Special Joint Meeting of the MWVHA Board of Directors and the ORS 190 Entity Board to order at 12:00 p.m.

Chair Gordon confirmed that Oregon Public Meeting Law notice requirements had been met.

ALLIANCE BOARD CONSENT AGENDA

(12:05) ALLIANCE BOARD CONSENT AGENDA — CHAIR GORDON

a. Agenda; and
b. Appoint Mareis Dickerson, Certified Recovery Mentor, Lead Navigator from Marion County Sheriff's Office to MWVHA Board of Directors.

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

Seconded by: Bethell
In favor: Gordon, Bethell, Corr, Cross, Lopez, Hoy, Matthews, Leathley, Flores Marin, Frizzell & Silverman-Méndez.
Opposed: None
Abstentions: None

PUBLIC COMMENT

Chair Gordon opened the public comment period.

Written public comment was received from Mid-Willamette Valley Community Action Agency (MWVCAA) regarding the FY 2025 HUD Notice of Funding Opportunity (NOFO), the local application materials, scoring criteria, and associated timelines

The written comment raised concerns related to:

- Coordinated Entry readiness and use in scoring
- Clarity and definition of local scoring criteria
- Feasibility of certain service requirements
- Potential impacts on renewal projects

- Local competition timelines

Public comment was closed.

ALLIANCE BUSINESS/ACTIONS

HUD NOTICE OF FUNDING OPPORTUNITY (NOFO)

Executive Director Misty Bolger presented the FY 2025 HUD Continuum of Care and Youth Homelessness Demonstration Program Notice of Funding Opportunity, including the proposed local Request for Proposals (RFP), application materials, scoring criteria, and Review & Recommendation (R&R) process.

Board members engaged in discussion regarding the proposed materials. During discussion, Board members provided feedback and direction to Alliance staff, including:

- The need to ensure clearer alignment between the local scoring criteria, application questions, and the Alliance's adopted Strategic Plan and local system goals
- The importance of greater transparency and clarity in scoring, including a more detailed breakdown of scoring criteria so applicants understand how points are awarded
- Clarification of certain application questions to ensure they are clearly defined, measurable, and locally applicable while remaining consistent with HUD requirements

Board members emphasized that while much of the NOFO language is federally prescribed, there remains discretion in how local scoring criteria and application questions are structured and explained.

MOTION 1

To amend the FY 2025 local scoring criteria to address geographic areas and strengthen alignment with Strategic Plan goals made by **Lopez**.

Seconded by: Corr
In favor: Gordon, Bethell, Corr, Cross, Lopez, Hoy, Matthews, Leathley, Flores Marin, Frizzell & Silverman-Méndez.
Opposed: None
Abstentions: None

Board members confirmed that approval of the RFP and local application was based on the discussion and direction provided during the meeting, including clarifications and refinements intended to improve alignment to local priorities and increase scoring transparency.

MOTION 2

To approve the FY 2025 RFP and local application, as discussed, with direction for Alliance staff to incorporate the Board's requested refinements and clarifications consistent with the discussion above made by **Lopez.**

Seconded by: Bethell
In favor: Gordon, Bethell, Corr, Cross, Lopez, Hoy, Matthews, Leathley, Flores Marin & Silverman-Méndez.
Opposed: None
Abstentions: None

REVIEW & RECOMMENDATION PROCESS

Executive Director Bolger reviewed the proposed **Review & Recommendation (R&R) process** and the committee structure for application review, scoring, ranking, and recommendations to the Board.

Board members discussed committee composition and emphasized the importance of rural representation to ensure geographic balance across the Marion–Polk region.

Proposed FY 2025 NOFO R&R Committee: Marianne Bradshaw (Independent Contractor), Luis Nunez (UGM), Robin Winkle (Shangri-La), Aruna Sunflower (Backbone member), Liz Henderson (community member), Christina Ballard (community member), Lex Tingley (Salem Soup Squad), Maeris Dickerson (Marion County LEAD), River Woods (Backbone Chair), Megan Perez (Salem Keizer 24J).

MOTION

To approve the FY 2025 Review & Recommendation (R&R) process and committee, contingent upon the addition of rural representation to the committee by **Corr.**

Seconded by: Lopez
In favor: Gordon, Bethell, Corr, Cross, Lopez, Hoy, Matthews, Leathley, Frizzell & Silverman-Méndez.
Opposed: None
Abstentions: None

ORS 190 BUSINESS/ACTIONS

GENERAL COUNSEL SERVICES

Chair Jeremy Gordon and Executive Director Misty Bolger introduced the agenda item regarding general counsel services, including notice that current counsel Bob Steringer had transitioned to a new law firm.

Board members discussed the item and requested additional information prior to taking action. Discussion focused on the need for review of a proposed contract or engagement agreement in order to understand scope of services, terms, and conditions before authorizing continued representation.

No action was taken.

By consensus, the Board tabled the item until a contract or engagement letter is available for Board and committee member review.

ZOOM CHAT MESSAGES

00:01:16	Homeless Alliance:	Revised Application Draft
00:01:46	Homeless Alliance:	Revised RFP Draft
00:05:28	Homeless Alliance:	Proposed R&R Committee
00:19:01	Cassie Bay - MWVHA Admin Support:	Revised Application Draft
		Revised RFP Draft
00:19:08	Jeremy Gordon:	test
00:19:09	Cassie Bay - MWVHA Admin Support:	Proposed R&R Committee
00:20:22	Cassie Bay - MWVHA Admin Support:	We have quorum for both boards.
00:28:37	TFRIZ: Could you please email the letter submitted for public comment or share the screen again?	
00:29:14	Jeremy Gordon:	Yes, it is shared on a tab
00:29:31	TFRIZ: Thank you!	
00:30:20	Cassie Bay - MWVHA Admin Support:	MWVCAA Public Comment Letter 1
00:30:47	Cassie Bay - MWVHA Admin Support:	MWVCAA Public Comment Letter 2
00:31:12	Shannon Corr, Independence:	Thank you, Lynelle...very insightful and valuable comments.
00:31:20	Cassie Bay - MWVHA Admin Support:	Click on the Public Comment Letter links to access the letters
00:31:31	Christopher Lopez (he/him): Reacted to "Click on the Public ..." with 👍🏽	
00:36:24	Cassie Bay - MWVHA Admin Support:	Revised Application Draft
		Revised RFP Draft
00:42:59	Jeremy Gordon:	The HUD NOFO 40-hour service requirement mandates that new Transitional Housing (TH) projects provide 40 hours of customized services per participant per week, which can be reduced for employed participants. This requirement, detailed in the Continuum of Care (CoC) NOFO, is an exception and does not apply to participants over age 62 or those with a physical disability/impairment. Examples of these services include case management, employment training, and substance abuse treatment.

00:45:37 Kim Leathley, NWHS: I like that suggestion @Jeremy Gordon

00:49:10 Kim Leathley, NWHS: @Misty Bolger, Have we started an FAQ? If so, I think we could benefit from that Q/A re the timeline.

00:49:45 TFRIZ: Reacted to "@Misty Bolger, Have ..." with 👍🏽

00:50:12 Kim Leathley, NWHS: Replying to "@Misty Bolger, Have ..."

I think the 40 hours of service delivery could be handled by an FAQ as well.

00:51:13 Jeremy Gordon: Reacted to "I think the 40 hours..." with 👍

00:51:25 Jeremy Gordon: Replying to "@Misty Bolger, Have ..."

agreed

00:53:47 Kim Leathley, NWHS: Replying to "@Misty Bolger, Have ..."

The other FAQ that could be addressed is the point that the vast majority "98%" are aligned with the HUD requirements, and "2%" are locally generated - then specifically point out the 2%

00:55:01 TFRIZ: Is it fair to assume that the FAQ will be posted online and available for the office hours? The sooner we can make that available to providers the better.

00:56:08 Kim Leathley, NWHS: Reacted to "Is it fair to assume..." with 👍

01:00:27 Shannon Corr, Independence: Reacted to "Is it fair to assume..." with 👍

01:03:35 TFRIZ: Fully support bonus points for regional equity

01:05:33 Toni Maries (She/Her): Can we set aside a percentage for organizations under a certain size?

01:07:35 Kim Leathley, NWHS: I suggest including in the FAQ the higher level point that Councilor @Christopher Lopez (he/him) made about our role in carrying out the HUD requirements and our focus is to secure the funding in the context of the tough federal requirements.

01:08:04 Kim Leathley, NWHS: Reacted to "Fully support bonus ..." with 👍

01:12:30 Kim Leathley, NWHS: Replying to "@Misty Bolger, Have ..."

In FAQ: Who is responsible for certifying the 424?

01:16:15 TFRIZ: I will need to scoot for a 1pm meeting.

01:22:05 Zaira Flores Marin: my apologies but I need to drop for my next meeting

01:22:57 Mareis Dickerson: I have to excuse myself for another appointment. My apologies

01:23:56 Shelaswau Crier (she/her): Regarding scoring criteria under Housing Stability Plan on p. 19 - 4c. Is this clear? Is it that plan include strategy for 50% of exiting participants exit with employment income?

01:24:31 Cassie Bay - MWVHA Admin Support: Proposed R&R Committee

01:25:23 Cassie Bay - MWVHA Admin Support: We still have quorum for both

01:25:28 Christopher Lopez (he/him): Reacted to "We still have quorum..." with 💔

01:25:29 Kim Leathley, NWHS: Reacted to "We still have quorum..." with 💔

01:30:24 Kim Leathley, NWHS: Thank you for that, @Danielle (re need to review contract first)

01:30:26 Josie Silverman-Mendez (she/her), Willamette Health Council: I am happy to join the workgrp, Misty

01:30:30 Christopher Lopez (he/him): Reacted to "Thank you for that, ..." with 👍

01:30:48 Kim Leathley, NWHS: I would love to help, but can't today/tomorrow :-(

ADJOURNMENT

Chair Gordon adjourned the meeting at 1:13 p.m.