Special Meeting Minutes of:

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

Meeting Location(s):
April 23, 2025
3:00 pm
Virtual Only

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
Confederated Tribes of Grand Ronde, Tribal Council Member, Lisa Leno

MEMBERS ABSENT
Salem-Keizer School District 24J, Superintendent, Andrea Castañeda

STAFF AND GUESTS PRESENT
Harrang & Long P.C., Robert Steringer
MWVCOG, Amber Mathieson
MWVHA, ED Misty Sorte
Marion County, Heather Inyama
Salem Health, Leilani Slama
United Way, Rhonda Wolf

WECOME

President Jeremy Gordon called the special meeting of the Mid-Willamette Valley Homeless Alliance ORS 190 Entity Board of Directors to order. A quorum was confirmed.

BUDGET CONVERSATION

Executive Director Misty Sorte and Amber Mathieson provided an overview of financial issues identified during preparation of the FY 2025-26 budget.

Sorte and Mathieson discussed concerns regarding the accuracy of prior budget-to-actual and profit and loss reporting, including incomplete beginning grant balances, coding issues and prior-year adjustments. They also reviewed grant over-expenditures and contract discrepancies that could require the Alliance to use general funds to cover costs.

The Board discussed the Alliance's administrative funding structure, including prior decisions to pass a significant portion of available grant administrative funding through to subrecipients. Sorte and Mathieson explained that this contributed to reliance on the Alliance's general fund for operating expenses.

Sorte and Mathieson also discussed anticipated cash-flow challenges as current grants approach their June 30 end dates. Because several anticipated HUD and Oregon Housing and Community Services funding sources had not yet been finalized, they were not included in the proposed budget. The Board discussed potential impacts on staffing and operations, the possibility of additional member support and the need for conservative budgeting until funding is confirmed.

Sorte recommended early termination of the Personal Services Agreement with Jan Calvin with 30 days' notice due to the Alliance's financial condition and because the contracted services were no longer needed. Sorte reported that she had developed the knowledge and connections necessary to assume the remaining scope of work.

Board members discussed the need for improved fiscal controls, grant management and reporting. Staff reported that the Council of Governments had been provided greater access to grant and contract information and that the Alliance was exploring grant management software to improve tracking, reporting and oversight. Staff will continue reviewing existing contracts and grant expenditures and will evaluate whether a supplemental budget is necessary before the end of the fiscal year.

EXECUTIVE SESSION

President Gordon announced that the Board would enter executive session pursuant to **ORS 192.660(2)(f), ORS 192.355(9) and ORS 40.225** to consider information or records exempt by law from public inspection, specifically written legal advice to the ORS 190 Entity Board of Directors regarding a contract.

President Gordon stated that no final action would be taken during executive session and that any public business requiring a vote would occur after the Board returned to open session.

The Board entered executive session. The public portion of the meeting recording was stopped during executive session.

RETURN TO OPEN SESSION

Following executive session, the ORS 190 Entity Board reconvened in open session.

JAN CALVIN PERSONAL SERVICES AGREEMENT

Danielle Bethell motioned to approve termination of the personal services agreement with Jan Calvin pursuant to section 6.2.2 of the agreement because the services are no longer needed and the ORS 190 entity’s financial status requires the conservation of resources and to authorize ORS 190 entity president Gordon to sign the written notice of termination.

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

ZOOM CHAT MESSAGES

00:47:35	Soraida Crosd:Sorry here	
00:47:51	Danielle Bethell, Commissioner:	Reacted to "Sorry here" with 👋
00:47:57	Amber Mathiesen:	Thanks for joining us

ADJOURNMENT

With no further business before the Board, President Gordon concluded the special meeting.