



POLICY ADVISORY BOARD (PAB)

Overseeing administration of federal funding by the Office of Community Development

- ACTION -

POLICY ADVISORY BOARD (PAB) for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **September 12th, 2024 7:00 pm** via Zoom.

Zoom link: [September 12th 2024 POLICY ADVISORY BOARD \(PAB\)](#)

POLICY ADVISORY BOARD MEETING MINUTES

1. CALL TO ORDER AT 7:27 PM BY CHAIR JONES
2. ROLL CALL

Board Members

City of Banks	Stephanie Jones (Chair)
City of Beaverton	Javier Mena
City of Cornelius	Eden Lopez
City of Forest Grove	Mariana Valenzuela
City of Gaston	ABSENT
City of Hillsboro	Gina Roletto
City of North Plains	ABSENT
City of Sherwood	Kim Young (Vice Chair)
City of Tigard	Maureen Wolf
City of Tualatin	ABSENT
King City	Jan Tysoe
Washington County	Pam Treece

OCD Staff Members

Shannon Wilson	Program Manager
Eva Pauley	Housing & Community Development Specialist
Pablo Garnica	Administrative Specialist II (Secretary)

Guest

Kathy Peoples	City of Beaverton, CDBG Project Coordinator
Heidi Aggeler	Root Policy Research, Consultant

3. PUBLIC COMMENT
 - None

4. ACTION ITEM - Approval of DRAFT FY 2023 Consolidated Annual Performance and Evaluation Report (CAPER) ([Linked Here](#))
 - Members reviewed the draft of the fiscal year 23 CAPER. Appreciation was expressed for the staff's efforts in consolidating the work into a comprehensive report.
 - **Vice Chair K. Young** moved to endorse the FY 23 CAPER for submission. **SECONDED** by **P. Treece**. **Motion CARRIED**.
Vote: (9 yes, 0 no, 0 abstention)
5. ACTION ITEM - Approval of Minutes, July 11th, 2024 Meeting
 - **Chair K. Young** motion to approve. **SECONDED** by **P. Treece**. **Motion CARRIED**.
Vote: (9 yes, 0 no, 0 abstention)
6. INFORMATIONAL ITEM - Consolidated Plan Update – Draft Guidance and Goals
 - Presenter **Heidi Agler** provided an overview of the consolidated plan, including findings from community engagement and data analysis. The focus was on the 2025-2029 goals and priorities, with an emphasis on equity and housing needs.
 - Board members discussed the need for alignment of goals across jurisdictions and the importance of addressing low-income housing needs. **J. Mena** highlighted challenge of providing such services in area served.
 - **G. Roletto** requested overview of outreach actions taken during planning process. Staff informed the board that in person and digital communication tools were used to conduct county wide engagement.
7. INFORMATIONAL ITEM - Community Participation Plan and Language Access Policy
 - **S. Wilson** and **E. Pauley** informed the Board about the ongoing public comment period for the Community Participation Plan and Language Access Policy. The comment period ends on September 18th. The board requested link for public comment to be sent post meeting. Staff committed to send out the correct link for the public comment page.
8. INFORMATIONAL ITEM - FY 25/26 Application Cycle Update and Upcoming PAB Meetings
 - **S. Wilson** outlined the revised application process timeline and upcoming meeting dates. The February PAB meeting schedule was adjusted to allow for updated application criteria based on the new consolidated plan goals.
9. INFORMATIONAL ITEM - Miscellaneous and Announcements
 - **S. Wilson** announced recent staffing changes in the Housing and Community Development team.

- Staff thanked those who attended the 50th anniversary of CDBG were thanked for their participation

10. ADJOURNMENT – The meeting was adjourned at **8:17 PM BY CHAIR**

JONES

Next Policy Advisory Meeting scheduled October 10th 2024

ATTACHMENTS