



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, **October 10th, 2024 7:00 pm** via Zoom.

Zoom link: [October 10th 2024 POLICY ADVISORY BOARD \(PAB\)](#)

POLICY ADVISORY BOARD MEETING MINUTES

1. CALL TO ORDER AT 7:00 PM BY CHAIR S. JONES
 - Meeting was initially called as a work session at 7:00pm due to insufficient quorum. Once a quorum was met, the meeting transitioned to a regular session at 7:12pm.
2. ROLL CALL

Board Members

City of Banks	Stephanie Jones (Chair)
City of Beaverton	ABSENT
City of Cornelius	Eden Lopez
City of Forest Grove	Mariana Valenzuela
City of Gaston	ABSENT
City of Hillsboro	Chris Hartye
City of North Plains	Trista Papen
City of Sherwood	ABSENT
City of Tigard	Maureen Wolf
City of Tualatin	Bridget Brooks
King City	ABSENT
Washington County	ABSENT

OCD Staff Members

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

Guest

NONE

WORK SESSION

3. INFORMATIONAL ITEM – Community Development Block Grant (CDBG)
Proposed Application Updates

- **S. Wilson** provided updates on changes to the CDBG application process as the new Consolidated Plan (2025-2029) is being developed

C. Hartye recognized at 7:10pm

B. Brooks recognized at 7:12pm

POLICY ADVISORY BOARD MEETING

1. CALL TO ORDER - Chair S. Jones called to order the Policy Advisory Board meeting at 7:12pm.

2. INFORMATIONAL ITEM – Community Development Block Grant (CDBG)
Proposed Application Updates

- **S. Wilson** continued updates on changes to the CDBG application process as the new Consolidated Plan (2025-2029) is being developed.
- Proposed changes included increasing set-aside amounts for Tier One Community Housing Development Organizations (CHDOs), specifically targeting on-site resident services for these organizations.
- The recommendation to combine public facilities and public infrastructure funding pools was discussed, aiming to increase flexibility and maximize the usage of funds for larger projects.
- Evaluations are underway for incorporating CDBG and HOME funding for affordable homeownership initiatives starting in the 2025-2026 cycle.
- **S. Jones** and the board discussed adjustments to set-aside allocations and increasing flexibility in funding. The proposal to increase the maximum annual public services award from \$30,000 to \$40,000 was noted, considering rising costs in service delivery. This included M. Wolf point of clarity on accessibility of funds for nonprofits, which staff clarified such a change would not affect accessibility.
- **B. Brooks** raised concerns regarding the effectiveness of the 2-1-1 helpline, especially for eviction prevention services.
- **L. Calo** then presented questions and evaluation form and on Facility and Infrastructure, Public Services, and ESG program applications
 - The board provided feedback on questions and potential questionnaire development. **B. Brooks** and **M. Valenzuela** noted potential rewording on question related to equity and underserved groups.

3. PUBLIC COMMENT

- None

4. ACTION ITEM - Approval of Minutes, September 12th, 2024, Meeting

- **M. Valenzuela** Moved to approve. **SECONDED** by **M. Wolf**. Motion **CARRIED**.

Vote: (7 yes, 0 no, 0 abstention)

5. INFORMATIONAL ITEM – MISCELLANEOUS AND ANNOUNCEMENTS
 - S. Wilson updated the board on new staffing of the department.
 - Board members were reminded about the upcoming outreach events and informed that invitations and promotional flyers would be sent

6. ADJOURNMENT - The meeting was adjourned at **7:59 PM BY CHAIR JONES**
Next Policy Advisory Meeting scheduled November 14th 2024