



**HOUSING and SUPPORTIVE SERVICE NETWORK**

*Providing a Continuum of Care for Vulnerable Populations in Washington County*

**Wednesday, July 1, 2020**

**8:30 to 10:00 a.m.**

>>> Virtual Meeting: <https://us02web.zoom.us/j/89464452442> +1.669.900.6833, Meeting ID: 894 6445 2442 <<<

**AGENDA**

**I. INTRODUCTIONS: 8:30 a.m.**

**II. MEETING MINUTES: 8:35 a.m.**

- **Action:** Approve the June 3 meeting minutes.

**III. GENERAL BUSINESS: 8:40 a.m.**

- Consultation with CoC for Second Round of Federal COVID-19 ESG Funding Allocation Plan (20 minutes) – Mari Valencia Aguilar and KarenAlice Jones, Office of Community Development
- Election of CoC Chair and CoC Board positions.  
**Action:** Appoint nominees to fill vacant positions with terms beginning 7/1/2020.

Positions	Slate of Nominees
HSSN Chair	Annette Evans, Washington County
Mental Illness Representative	Marcia Hille, Sequoia Mental Health Services Inc.
Veteran Representative	Gary Smith, U.S. Department of Veteran Affairs
Homeless/Formerly Homeless Consumer	Pat Rogers
Housing Authority	Komi Kalevor, Housing Authority of Washington County

- COVID-19 Response and Recovery Update.
- Metro Supportive Housing Services Program Implementation Timeline.

**IV. ANNOUNCEMENTS: 9:45 a.m.**

**V. ADJOURNMENT: 10:00 a.m.**



Next Meeting: Wednesday, August 5, 2020

The HSSN is open to the public and all are invited to join – see website for additional information and past meeting agenda, minutes and handouts at <https://www.co.washington.or.us/Housing/EndHomelessness/hssn.cfm> Comments regarding the agenda can be directed to Annette Evans, Homeless Program Manager, at 503-846-4760 or email [Annette\\_Evans@co.washington.or.us](mailto:Annette_Evans@co.washington.or.us)

**Department of Housing Services**

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**HOUSING AND SUPPORTIVE SERVICES NETWORK**  
**Providing a Continuum of Care (CoC) in Washington County**  
June 3, 2020, 8:30 a.m. (Virtual Meeting)

**Mission: Housing and service provider agencies working to bring a broad spectrum of organizations together as partners in the community to perform strategic planning, gaps analysis, prioritize resources needed to provide a continuum of care for individuals and families who are at-risk or experiencing homeless.**

**ATTENDEES:**

Alexander, Allie—Good Neighbor Center	Lloyd, Rhonda—Salvation Army Veteran & Family Center
Angeles, Nic—Housing Independence	Ludlam, Mandie—Community Housing Fund
Auslander, Jay—WC Mental Health	Massey, Vickie
Brown, Andrew—Ecumenical Ministries-Metro Homeshare	O'Neill-Tutor, Marianne—Mental Health Assoc. of Oregon
Brownell, Amy—Ecumenical Ministries-Second Home	Osuna, Ruth—WC County Administrative Office
Browning, Rose—Good Neighbor Center	Pero, David—McKinney-Vento Liaison/HEN
Calvin, Mellani—ASSIST Program	Potter, Yvette—WC Dept of Aging & Veteran Services
Carrillo, Josh—Northwest Housing Alternatives	Proctor, Jennie—WC Office of Community Development
Chavez-Sam, Karmen—APANO	Ramage, Marie—WC Veteran Treatment Court
Cohen, Megan—City of Beaverton	Rogers, Pat—Community Action Organization
Cockeram, Tami—City of Hillsboro	Santiago, Jenny—
Coppiano, Zoi—Community Action Organization	Schaeffer-Bischt, Blair—WorkSystems, Inc.
Deters, Melia—Community Action Organization	Schaff Laubach, Elise—Metro HomeShare
Doty, Julia—Northwest Housing Alternatives	Schimmel, Brian-
Downer, Traci—Community Action Organization	Sheller, Gayle—DVRC
Dwyer, DaNene—Portland Community College	Soneoulay-Gillespie, Toc--CareOregon
Emrick, Hannah—Boys & Girls Aid	Soriano, Karina—Bienestar
Evans, Annette—WC Housing Services	Stoller, Rick—Ecumenical Ministries-Second Home
Espig, Michael—SWS-St. Francis Catholic Church	Swearingin, Nicole—Luke-Dorf, Inc.
Farr, Danielle—WC Health & Human Services	Taylor, Molly—Oregon Dept of Human Services
Fellger, Vara—WC Housing Services	Teifel, Gordon—Families for Independent Living & DEAR
Forshev, John—Aloha Community Library	Tirado, Sabrina—Community Action Organization
Franco, Magali—OHSU-Tuality Alliance	Trinkle, Jamie—Oregon Law Center
Galian, Katherine—Community Action Organization	Valdez, Bianetth—HomePlate Youth Services
Garcia, Gracie--Bienestar	Valfre, Val
Goulding, Celeste—SWS-Old Town/FG UCC	VanTersch, Meghan--CAP
Gramp, Heather—U.S. Department of HUD	Valencia-Aguilar, Mari—WC Office of Community Dev.
Green, Jacen—PSU-HCAC	Warden, Katie—Americorp
Guajardo, Roumaldo—Community Action Organization	Waltschew, Ivana—Community Action Organization
Jones, Ariana—DVRC	Williams, Natalie—WC Office of Community Development
Jones, KarenAlice—WC Office of Community Development	
Kasim, Bashar—Luke-Dorf, Inc.	
Larson, Jes—METRO Planning and Development	

Chair: Annette Evans, Public Agency Representative [annette\\_evans@co.washington.or.us](mailto:annette_evans@co.washington.or.us)  
Co-Chair: Katherine Galian, Nonprofit Agency Representative [kgalian@caowash.org](mailto:kgalian@caowash.org)

**I. INTRODUCTIONS**

**II. GUEST SPEAKER**

[Jes Larson, Metro Measure 26-210: Supportive Housing Services Levy](#)

Jes Larson, Housing Policy Manager for Metro Planning and Development, provided an overview and timeline for the Metro-wide Supportive Housing Services levy passed by

voters on May 19, 2020. The measure provides funds for wraparound services including case management, mental health care, addiction and recovery treatment, culturally specific services, and job training and rent assistance for people at risk of, or experiencing, homelessness. The funds will come from a 1% marginal tax of households with income over \$200,000 (over \$125,000 for single filers) and a 1% tax on businesses with gross receipts of more than \$5 million. Multnomah County will receive 45.3% of tax receipts, Clackamas County 21.3% and Washington County 33.3%.

Metro's role will primarily be to implement and administer tax collection, disburse tax receipts and provide regional oversight and accountability. They are already working to establish tax collection systems by year end so that tax collection can begin January 2021 and initial disbursement to be made to regional partners in April 2021. In order to provide oversight and accountability, Metro will engage regional partners during the summer to refine a regional framework to include outcomes and metrics, not only for the use of current funds, but with an eye toward the information voters will need to continue support of the measure when it comes up for renewal in 2030.

Regional partners will lead the development of a Local Implementation Plan (LIP) for the proposed use of funds in their region in the Fall of 2020 as well as work with Metro to establish the associated intergovernmental agreements. For additional information, visit [www.oregonmetro.gov/housingservices](http://www.oregonmetro.gov/housingservices) or contact Jes Larson at [jles.larson@oregonmetro.gov](mailto:jles.larson@oregonmetro.gov).

#### Questions and Answers

##### **Can you expound on the process for developing local implementations plans?**

Jes plans to develop a LIP guide similar to the Metro Bond LIS checklist, using the Here Together Governance & Metro Measure documents, and present it to the stakeholder sessions to occur over the summer. The final LIP guide will be a compilation that includes feedback from stakeholder participants across the region. Elements developed so far include a needs and gaps analysis, application of a racial equity lens through community engagement work and program outcomes and implementation, geographic distribution, plans for reporting and outcomes, service procurement and distribution plan for services.

##### **How long will the implementation planning process take?**

Formal LIP development will take place in Fall 2020 and needs to be completed by December for approval by Metro's Oversight Committee.

##### **Will the LIP checklist guarantee participation of agencies who don't traditionally provide services or who may just provide grass root services and not have the staff hours available? Is there funding available for peer advisory boards/councils to support/participate in the development of the LIP.**

The limitation of the measure's resources is funds must be spent inside the Metro UGB. Homelessness is mobile and doesn't have an address. The new resources can serve all people regardless of where they call home if the service is provided within the Metro UGB. It is important to include as many groups in the LIP development process and implementation as is representative of your region, including non-traditional service providers and peer advisory boards. The reality is COVID-19 has impacted Metro's finances in such a way that availability of funds for reimbursement won't be known until April 2021; however, peer/lived-experience representation/partnership/support and investment in capacity for culturally specific service providers are key elements of both the Here Together Governance and Metro Measure documents and will be incorporated in the LIP guide being developed.

##### **Is the stakeholder group already established?**

The Washington County Administrative Office plans to approach the Board of County Commissioners to establish a stakeholder group that will advise the County on the development of the LIP. The Metro Bond LIP development process engaged a wide range of

communities, groups and organizations. A similar engagement process will be implemented for this measure's LIP, working through established HSSN stakeholder groups and HSSN guidance for the inclusion of culturally specific and diverse community leaders. A suggestion was made to also include peer support in the process.

### III. APPROVAL OF MEETING MINUTES

Motion: Approve May 6 meeting minutes.

Action: Gordon Teifel

Second: Katherine Galian

Vote: Approved, unanimous.

### IV. GENERAL BUSINESS

A. OHCS CARES Act Funding Allocation Plan – Vicki Massey, Oregon Housing and Community Services (OHCS) and Katherine Galian, Community Action Organization  
Vicki Massey provided an overview of the \$12 million funding recently awarded by the state legislature. Community Action Organizations (CAOs) were allocated \$8.5 million statewide as COVID-19 Rent Relief CARES Program (CVRRP) to be specifically used for rental relief programs (homeless prevention or rapid rehousing, no case management). The remaining \$3.5 million of COVID-19 Safe Shelter CARES Program (CVSSP) will be allocated to agencies that work with farmworkers (including migrant) impacted by COVID-19. She added, additional funding from the state is forthcoming, will be substantial, and will also be limited to rent assistance (money to landlords to pay for past due rent, catch up evictions and moving people into housing).

ESG-CV funding will come in two phases. Phase I will be an award in the amount of \$6.7 million to CAO agencies, with only 20% to be used for homeless prevention services. The focus of these funds is to serve the homeless population with the following priorities: 1: Provide shelter to households whose health has been COVID impacted; 2: Provide street outreach to COVID-affected on the street; 3: Provide shelter to non-affected homeless incorporating social distancing measures, and 4: Provide rapid rehousing and homeless prevention services. The required Amendment to the Annual Action Plan will be submitted (with CDBG and HOPWA) within the next ten days. ESG-CV funds are not expected until the 4<sup>th</sup> week of June at the earliest. In the meantime, Implementation Report (IR) Amendment requests will be sent out so that everything is in place when the funds are received. The only known for Phase II of ESG-CV funding is the amount, which is expected to be triple that of Phase I.

#### Questions and Answers

#### **How do the priorities mentioned in Phase I correlate to the ESG funding the continuum has traditionally focused on rapid rehousing?**

The ESG-CV funds are in addition to the regular ESG funding and will allow CAO to do more. They are working with OHCS to look at all the funding as a whole (state funds, ESG, CDBG) to align the funding source with the right program activity to ensure the best possible coverage across the continuum.

#### **Is there a possibility Phase II will not happen?**

Vicki's federal sources have stated \$4 billion was set aside for CARES Act ESG funding. Only \$1 billion has been released to date. The remaining \$3 billion remains in reserve and a portion will be allocated to Oregon, with the details yet to come.

#### **Would RFP's be coming from Community Action Organization?**

RFP's can take time. The preference is to allocate resources to service providers through a non-competitive process which needs to be discussed with the CoC Board.

**How will the \$3.5 million in funds for farm workers be distributed?**

Vicki is not involved in the CVSSP program so can't speak to the details but will find out and respond via email to both Katherine and Annette.

Katherine spoke specifically to the CVRRP work that Community Action was doing to assist households needing emergency rent assistance. She reviewed the flyer developed to reach households having difficulty paying rent or wanting to get into housing which was printed in English, Spanish, Somali, Arabic and two other languages. Call volumes for the last few weeks had increased dramatically, and CAO has increased staff and number of appointments available each month in response. CAO typically serves 30 households per month. This month they have served 300. She reviewed the typical flow for the emergency rent assistance program which started with a short CAO intake (or culturally specific partner organization). Households with incomes of less than 30% AMI with children, a disability or adults 58+ were engaged in short-term rent assistance plans (up to 12 months). The goal is always to check for all programs that a household might qualify for, and in many instances layer programs to make sure households have the best chance of keeping their housing and ultimately prevent the potential title wave of evictions that may occur as the eviction moratorium is lifted.

Questions and Answers

**Can you provide guidance on accessing emergency rent assistance funds?**

There are 14 incoming lines, so the 15<sup>th</sup> caller will get a busy signal. Encourage your clients to call back right away if they reach a busy signal. When on hold, plan to be on hold for a while. If they reach the "out of appointments for the day" message, call back tomorrow. There is a limited number of appointments available each day. Avoid calling the day after a press release.

**What time should they start calling in the morning?**

9:00 am.

**Are there funds available for elderly with move-in costs?**

Yes, if they don't already have a lease in their name, they should call Community Connect at (503) 640-3263. There is also the Elderly Rent Assistance Program, funded through OHCS.

**B. Allocation of Phase 37 Emergency Food and Shelter Program (EFSP) and COVID CARES Act**

Annette provided an overview of the EFSP program and shared Washington County's Phase 37 allocation was \$193,283. She also shared the County's CARES Act funding allocation in the amount of \$256,152 and noted the NOFA and associated applications for each separate fund was sent to the HSSN on June 1, 2020.

The CoC reviewed needs and gaps in resources to propose the following allocation of the Washington County EFSP funds:

- 20% Food/Meals
- 30% Shelter
- 1% Off-Site Lodging (revert to Rent/Mortgage Assistance if not used)
- 49% Rent/Mortgage Assistance

Motion: Approve the Phase 37 allocations as presented.

Action: Katherine Galian

Second: Gordon Teifel

Vote: Approved, unanimous.

Discussion on the COVID-19 pandemic and the need to change the Severe Weather Shelter Response System to operate at fewer sites on a daily basis to prevent disease

transmission. This will require paid staffing, potential leasing of facilities (rather than church facilities) and enhanced janitorial/sanitation services. There is zero adult-only shelter beds in Washington County other than the winter shelters that provide life safety during inclement weather. The CoC reached consensus on the critical need of the winter shelters and recommended 100% of the County's CARES Act funding would be allocated to the Severe Weather Shelters.

Motion: Approve the CARES Act funding allocation as 100% for shelter category.  
Action: Katherine Galian  
Second: Mike Espig  
Vote: Approved, unanimous.

C. OR-506CoC FY2019 CoC Program Grant Award – Annette Evans

The CoC was awarded \$3,914,303 for FY2019 which was an increase over last year, however, a reduction of 20-units rent assistance funding in the Legacy Shelter Plus Care project as the CoC lost points in System performance due to a significant increase in first time homelessness and a significant decrease in persons exiting shelter to permanent housing. These performance metrics are the result of the winter shelter data entered into HMIS in 2018/2019. It was noted the addition of winter shelter data helps to better understand who is homeless in our community and how we can better serve them. Housing Services will absorb the funding loss through a reduction of administration funds from the grant and decreasing 3-bed units to 1-bed units in the project.

D. HSSN Governance – Nominations for CoC Chair and CoC Board positions.

Terms expire on June 30, 2020 for the CoC Board positions representing Mental Illness, Veterans, Homeless/Formerly Homeless Consumer, and Housing Authority. The term for the CoC Chair position currently held by Annette Evans is also expiring June 30. Tami Cockeram currently representing the City of Hillsboro will be retiring, opening a position for the City of Hillsboro. The City of Beaverton's board position remains vacant upon Alan Trunnel's retirement. Nominations were open and will continue through June 16. Gordon Teifel nominated Annette Evans to renew her Chair position. Annette accepted the nomination. The HSSN membership will vote on the nominations at the next HSSN meeting.

**V. ANNOUNCEMENTS**

- Annette announced Tami Cockeram was retiring and commended her for her service on the CoC Board and HSSN, and her tireless commitment to addressing the needs of homeless persons in the City of Hillsboro.

**VI. ADJOURNMENT**

The meeting adjourned at 10:14 a.m.

Minutes prepared by Vara Fellger, Washington County Department of Housing Services

To be added to the HSSN email list, contact Annette Evans at [Annette\\_Evans@co.washington.or.us](mailto:Annette_Evans@co.washington.or.us)