



**HOUSING and SUPPORTIVE SERVICE NETWORK**

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

**Wednesday, July 7, 2021 - 8:30 to 10:00 a.m.**

Zoom <https://us02web.zoom.us/j/86437839959?pwd=UTYweFhuV0dEZ2hhVDUxUENBVU4xUT09>

Meeting ID: 864 3783 9959, Passcode: 384195; By phone dial (253)215-8782

**AGENDA**

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

- Mental Wellness Moments (MWM) are brief daily practices of self-care and wellness.

**II. MEETING MINUTES: 8:32 a.m.**

- **Action:** Approve the June 2, 2021 meeting minutes.

**III. GUEST SPEAKERS: 8:35 a.m.**

- Mike Savara and Lauren Dressen, [OHCS Housing Stabilization Division](#)  
*Oregon Emergency Rental Assistance Update and Demonstration*
- Theresa Rostampour, [Boys & Girls Aid](#)  
*Education Reengagement Program*

**IV. GENERAL BUSINESS: 9:15 a.m.**

- Report on the [Metro Supportive Housing Services Program](#) – Alex Devin
- [CoC Governance](#) policy defines terms, role and responsibilities. Election of HSSN Co-Chair and CoC Board positions.  
**Action:** Appoint nominees to fill HSSN Co-Chair (2-year term ending 6/2023) and CoC Board positions (4-year term ending 6/2025).

Positions	Slate of Nominees
HSSN Co-Chair (Nonprofit Representative)	Katherine Galian, Community Action
Business/Employment	Blair Schaeffer-Bisht, Worksystems Inc.
Substance Use Disorder	Bernadette Ramirez, Bridges to Change
Runaway/Unaccompanied Youth	Andrea Logan-Sanders, Boys & Girls Aid
HIV/AIDS	Amy LeSage, Cascade AIDS Project
Mainstream Resource Provider	Mellani Calvin, ASSIST Program

- [A Road Home](#): 2021 Annual Work Plan Outcomes Update - Vara Fellger
- FY2021 CoC Program Homeless Assistance Grant Competition – Annette Evans

**V. ANNOUNCEMENTS: 9:50 a.m.**

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

Next Meeting: Wednesday, August 4, 2021

Guest Speaker: Amanda Caffall, The Common Law Center “Tenant Eviction Defense Program”

The HSSN is open to the public and all are invited to join – see [HSSN](#) website for additional information and past meeting agenda, minutes and handouts. 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)

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**HOUSING AND SUPPORTIVE SERVICES NETWORK**  
**Providing a Continuum of Care (CoC) in Washington County**  
June 2, 2021, 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 Sheridan, Allie—WC Housing Services	Larson, Jes—WC Housing Services
Angeles, Nic—Housing Independence	Ludlam, Mandie—Community Housing Fund
Aragon, Karol—Beaverton School District	Markus, Michelle—Mental Health Assoc of Oregon
Auslander, Jay—WC Mental Health	Martinez, Omar—City of Hillsboro
Bailey, Lisa—City of Beaverton	Merkel, Cole—Here Together Coalition
Bernard, Kathleen—Good Neighbor Center	Morris, Liz—WC Housing Services
Blasco, Martin—WC Cooperative Library Services	Moshkowski, Melody—The Salvation Army
Brownell, Amy—Ecumenical Ministries-Second Home	Mullins, Angela—WC Housing Services
Buckingham, Helen—CPAH Oregon	Penney, Darcie—DVRC
Burnett, Amanda—DVRC	Perkowski, Kaja—Open Door Counseling Center
Calvin, Mellani—ASSIST Program	Potter, Yvette—WC Disability, Aging & Veteran Services
Cardwell, Shawn—Forest Grove Foundation	Proctor, Jennie—WC Office of Community Development
Chavez, Guadalupe—Virginia Garcia Memorial Health Ctr	Rutto, Patience—Sequoia Mental Health Services
Deters, Melia—Community Action Organization	Salisbury, Susan—Community Action Organization
Devin, Alex—WC Housing Services	Schaeffer-Bischt, Blair—WorkSystems, Inc.
Edmonds, Erin—Cascade Aids Project NW	Sell, Wendy—Lifeworks NW
Espinoza-Cotero, Rocio—Hillsboro Public Library	Skriver, Heather—WC Housing Services
Evans, Annette—WC Housing Services	Smith, Gary—US Dept of Veteran Affairs
Fellger, Vara—WC Housing Services	Smith, Mikaila—Providence
Fields, Kaylie—Oregon Dept of Human Services	Stoller, Rick—Ecumenical Ministries-Second Home
Franco, Magali—OHSU-Tuality Alliance	Taylor, Rowie--DVRC
Gnant, Brylee—Family Promise of Tualatin Valley	Trinkle, Jamie—Oregon Law Center
Gramp, Heather—US Housing and Urban Development	Valencia Aguilar, Mari—WC Office of Comm. Dev
Gribbon, Maddy—Metropolitan Public Defender's Office	Valfre, Val—West Tuality Habitat For Humanity
Hochstetler, Bonnie—Lifeworks NW	Waltchew, Ivy—Community Action Organization
Hudson, Breanna—Metro	Williams, Natalie—WC Office of Community Development
Jones, Roxanne—Helping Hands Reentry	Williams, Stacy—WC Housing Services
Jordan, John—	Woodward, Jeff—Helping Hands Reentry
Langbauer, Maria—WC Office of Community 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**

Mental Health wellness moment observed.

**II. APPROVAL OF MEETING MINUTES**

Motion: Approve May 5, 2021 meeting minutes.  
Action: Rowie Taylor  
Second: Mellani Calvin  
Vote: Approved, unanimous.

### III. GUEST SPEAKER

Jeff Woodward and Roxanne Jones, Helping Hands Reentry, "Bybee Lake Hope Center"

Jeff provided some background on Helping Hands Reentry, the parent non-profit organization of [Bybee Lake Hope Center](#) (Bybee Lake) which originated as "Thugz Off Drugz," a program started by CEO, Alan Evans. Alan had spent 30 years in and out of incarceration and homelessness before turning his life around and opening his first shelter in Seaside in 2004. Today, Helping Hands operates 11 facilities in five counties and provides shelter to more than 500 people per night. Bybee Lake Hope Center was a result of a meeting of Jordan Schnitzer and Alan Evans. Jordan was so impressed and inspired upon hearing Alan's life story that he offered the Wapato Jail facility (over 5000 square feet) to Helping Hands to serve Portland's homeless population and Bybee Lake was born.

With COVID protocols in place, Bybee Lake can accommodate up to 80 individuals in six dorms but currently only occupies one-third of the space. The remaining two-thirds is under construction and expected to be completed by the end of the year. They currently house 40 participants, 30 of whom are men and were trying to build outreach to serve more families. Bybee Lake opened October 2020 and have seen over 500 people come through their door. The privately funded program offers shelter for four days to anyone, without drug screening shelter guests upon entry or searching their personal property. The 4-day shelter stay provides an opportunity for both guests and the Bybee Lake program to determine whether guest needs and program offerings was a good match. If so, participants transitioned into their longer-term housing reentry program. The average stay in the housing reentry program was 10 months, but the length of stay is usually determined by the number of barriers participants need to overcome. While in the program, participants are required to stay clean and sober and agree to random and "for cause" Urine Analysis (UA). A 30-day exception is allowed for THC-positive results before re-testing. The program can serve all demographics with the exception of registered sex offenders as families participate in the program. Program participants are charged \$350 for the first month and \$250 per month thereafter. Scholarships were readily available to fund the first two months of any participant's fees, allowing them time to get back on their feet and start regenerating streams of income. Upon completion of construction of the remaining 2/3 of the facility, three additional 2-story dorms will be available to house program participants, one of which will be a rainbow dorm for LGBTQ community members. The long-range plan for the Bybee Lake facility is to offer a one-stop shop which would include a detox facility, pharmacy, a medical care facility and a kennel.

Just last week the program dedicated their Victory Garden (two acres of trees and garden beds). They also have a homeless memorial to commemorate the many homeless who have perished on the streets of Portland since 2011 (642) and plan to hold a Homeless Memorial Day of Remembrance annually on the shortest day of the year (Winter Solstice) to update the number who have passed. More than 75% of the staff in the program have lived experience of homelessness and/or recovery. The program endeavors to lift people up through inspiration, hope and a focus on the positives in their lives to provide a nurturing environment and a real sense of family. Corporate partnerships provide employment opportunities for program participants that offer a living wage and full benefits. Graduates from the program have also been hired as staff, giving back through lived experience and provide inspiration to those that have just begun their journey. For more information, contact Jeff Woodward at [j.woodward@helpinghandsreentry.org](mailto:j.woodward@helpinghandsreentry.org).

#### **How can an agency refer clients to the Program?**

Bybee Lakes is a "referral only" program. Anyone interested in coming to the program should contact the referral line at (971) 333-5070 and will be directed to the closest referring partner agency. The program strives to maintain and are proud of their quick turnaround for check-in upon referral.

**How can an agency become a referring partner?**

Those interested in becoming a referring partner need to contact Jeff Woodward and go through a 1-hour training covering trauma-informed care and the referral process (clean and sober requirement, program fees, number of groups to attend every week and volunteer hours for those not working, etc.).

**Is sobriety required for the initial intake?**

They cannot accept anyone who has clearly been drinking and visibly altered as it may be triggering to other participants.

**Is transportation to the program available?**

Transportation is not provided by Bybee Lakes; however, many referring partners provide transportation, especially for a family.

**Would the referral line provide a detox referral if needed?**

If a participant is interested in the program but needs additional detox, the referral line can point them to where they would have the best opportunity for a bed.

**Can you provide more information on the fee structure?**

The purpose of the fees is to establish a habit of having to pay for housing and actually only covers half of the program's expenses. The program will work with all participants having difficulty meeting fee payments.

**Would the parent receiving SSI of a 2-parent family be required to work as well?**

No, there is no requirement to work for anyone receiving SSI benefits.

**IV. GENERAL BUSINESS**

**A. Federal Emergency Housing Voucher (EHV) Initiative – Liz Morris**

Liz provided a [presentation](#) on the 86 emergency housing vouchers awarded to the Housing Authority of Washington County (HAWC) by US Department of Housing and Urban Development (HUD) to provide subsidy for safe, stable housing to homeless in Washington County with income <50% Area Median Income (AMI) and excludes those with lifetime sex offences or meth production in public housing in their background. She noted HAWC had requested an additional 34 vouchers and won't know for several weeks whether they will be granted. Applications for the EHV program will be available upon the CoC Board's approval to sign the MOU, even though the EHV vouchers won't be issued until July 1. All applications must come through referrals from CoC partner agencies. Qualifying applicants must be homeless or at risk of being homeless, or fleeing/attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking, or have become recently homeless and the rental assistance will prevent the family's homelessness/high risk of housing instability. Washington County Housing Services hopes to receive 100 applications by August 15 to fully utilize all of the vouchers and house all 86 participants by October 31, 2021. She reviewed the document requirements for the application checklist and the process flow from referral by CoC partner agency to payment of the subsidy by Housing Services. She also reviewed the roles and responsibilities of the CoC service providers noting the program allowed for barrier buster funds (up to \$3500) to pay initial fees such as deposit assistance, application fees, etc. Vouchers not leased by December 31 will be lost.

Liz also reported the Mainstream Voucher Program will stop receiving applications on June 30, 2021 and re-open as vouchers become available through attrition. The Kaiser Metro 300 Program will end June 30, 2021. All Kaiser Metro 300 Program participants (including those applications submitted by June 30) will be transitioned to the Regional

Long-term Rent Assistance program through the Supportive Housing Services Program effective July 1. Liz reviewed the eligibility requirements and the document requirements for the application checklists for both programs. For more information on the EHV program, send an email to [housingemergencyvoucher@co.washington.or.us](mailto:housingemergencyvoucher@co.washington.or.us). For more information on the Kaiser Metro 300 program, send an email to [housing\\_kaisermetro300@co.washington.or.us](mailto:housing_kaisermetro300@co.washington.or.us). For more information on the Mainstream Voucher program, send an email to [mainstreamvoucher@co.washington.or.us](mailto:mainstreamvoucher@co.washington.or.us).

**How are these vouchers different from the Mainstream Voucher Program?**

Eligibility is the differentiating factor between Mainstream (Non-elderly person (18-61) with one or more disability, <30% AMI) and EHV (Homeless/At risk of homelessness, fleeing DV/dating violence/sexual assault/stalking/human trafficking, recently homeless, <50% AMI) voucher programs.

**How can non-CoC participating agencies refer clients to the program?**

Non-CoC agencies can refer their clients to Community Connect to obtain an assessment and referral to a CoC partner agency.

Motion: Recommend to the CoC Board the approval of the MOU outlining the CoC role in the EHV Program in partnership with the Housing Authority of Washington County.

Action: Rick Stoller

Second: Mellani Calvin

Vote: Approved, unanimous.

**B. Metro Supportive Housing Services (SHS) Program – Jes Larson & Alex Devin**

Jes Larson reviewed a timeline for the SHS Program’s implementation readiness toward launch on July 1. She noted the month of June will include the announcement for the network of service providers approved to provide services through the SHS Program (expected on Friday, June 4), finalization of IGA negotiations and work to modernize the coordinated entry system, Community Connect. On July 1 bridge shelters will open and 500 permanent, Regional Long-Term Rent Assistance (RLRA) vouchers and 86 EHV short-term vouchers will be available. Contract allocations to service providers are also expected to begin in July. The services to be provided by the service provider network will include outreach and engagement, shelter and transitional housing operations, housing navigation and case management, supportive housing on-site and retention services and wrap-around support (peer supports, employment supports, community based behavioral health care). The plan for August and September included trainings for new case managers hired by partner agencies and funded through the SHS Program, awarding of grants for capacity building (includes technical assistance to the service provider network), recruitment of landlords to participate in the voucher programs and refinement of Community Connect. The first quarterly report to Metro will be due in October for the period July 1 through September 30.

Alex Devin shared contract allocations will occur in phases.

Phase One, to begin in July, would be for housing case management services, bridge shelter and crisis response & multi-disciplinary teams. The crisis response teams will work in three areas: (1) homeless living on the street/encampments, (2) common-spaces, shelters, access centers/emergency rooms, and (3) placed into housing and need medical or behavioral support to assist in stabilization.

Phase Two of contract allocations will be for partner agencies to provide winter and emergency year-round shelter, housing stabilization services, supportive and transitional housing programs (youth transitional housing and host homes and affordable housing resident services) and wrap around supports that include benefits and legal advocacy



and employment programs. He anticipated 30-40 case managers would be hired in July for Intensive Case Management Services (ICMS) positions, to manage a caseload of up to 20 clients and provide outreach, assessment, housing navigation and retention to disabled/55+ households with extremely low income and experiencing or at risk of prolonged homelessness. He recognized it may take 30 – 60 days of scale-up time. Two bridge shelters (temporary non-congregate) will open July 1 to provide shelter to 82 households for up to 120 days. Current EconoLodge and Comfort Inn guests will transition into the shelters to begin the program (work with an ICMS case manager to find a housing unit) and thereafter referrals will be made to ICMS case managers through Community Connect to work with households toward supportive housing.

Community Connect will be modernized to create additional capacity and entry points for homeless households to access services and will be refined through continued feedback. A new assessment tool will be rolled out which will include a phased approach beginning with a short assessment at initial entry into the system, a housing placement assessment to move into a housing program, a housing stabilization plan after the lease is signed and finally a housing needs review after being housed for six months. All ICMS case managers will be trained to provide assessments.

In addition to the Shelter Plus Care rent assistance and Mainstream Voucher programs currently available, the Long-Term Rent Assistance Program will include 86 EHV vouchers and 500 RLRA vouchers. Access to all housing resources will be through Community Connect and barrier buster funds will be available to assist with move-in costs. Housing Services will process vouchers while partner agencies will provide housing navigation, placement and retention support. Initially, the SHS Program has no plan to add additional resources to the current rapid rehousing, one-time rent assistance or eviction prevention programs other than to make barrier buster funds and ICMS case managers available to support placement and retention to ensure all unspent program resources are fully utilized.

**C. COVID Response: Renter’s Relief Funds – Maria Langbauer**

Maria Langbauer from Washington County Office of Community Development (OCD) reported almost \$18 million in CARES Act funds has been received for housing and stabilization needs (ERA1). Almost \$10 million has been allocated to Community Action Community Action Organization (CAO) for distribution and through culturally specific organizations. To date CAO has completed 1,439 applications, 44% of which came from BIPOC households and 64% from households with incomes <30% AMI. Households, on average, received approximately \$5,075. Another round of emergency rent assistance was received for \$10 million (ERA2) as part of the American Rescue Plan Act. For more information contact Maria at [maria\\_langbauer@co.washington.or.us](mailto:maria_langbauer@co.washington.or.us).

**How can individuals access these funds?**

Information is available at the [CAO rent assistance pre-screen link](#).

**D. FY2021 CoC Program Homeless Grant Competition**

The CoC was awarded \$4.2 million for the FY2020 grant application which was primarily a renewal of programs that served 250 households annually with transitional, rapid rehousing and permanent supportive housing. Annette reported she had completed the registration to acknowledge interest in the FY2021 CoC Program grant competition. HUD sent a grant inventory worksheet last week that will be completed and submitted to HUD. A Notice of Funds Available (NOFA) is anticipated for release in this summer and a Request for Proposals will go out at that time for new funds that HUD will offer through bonus projects and solicit confirmation on renewal projects. Phyllis Bittinger, CoC Program Specialist, will support the writing of renewal project applications with the

current subrecipient provider agencies. New projects will be presented to the HSSN for scoring, and the CoC Board will complete the ranking and rating of new and renewal projects at the August 13 meeting.

#### **E. CoC Governance – Annette Evans**

Annette reported on CoC governance and terms that will end on June 30 for the HSSN Chair and the following CoC Board positions representing Business/Employment, Mainstream Resource Provider, Substance Addiction, Runaway/Unaccompanied Youth and HIV/AIDS. To date she has received a nomination for Blair Schaeffer-Bicht of WorkSystems, Inc. for the Business/Employment position, Mellani Calvin of the Assist Program for Mainstream Resource Provider position, and Amy LeSage of Cascade AIDS Project for the HIV/AIDS position. Nominations will be accepted through June 22 and can be emailed to Annette Evans at [Annette\\_evans@co.washington.or.us](mailto:Annette_evans@co.washington.or.us). A vote on the slate of nominees will be taken at the July 7 HSSN meeting.

#### **V. ANNOUNCEMENTS**

- Kaylie Field announced Oregon Department of Human Services received approval to provide pandemic EBT benefits again this year to provide more than \$550 million in food assistance to approximately 572,000 children. The benefits are expected to be issued in July, but details are still being worked out. They are partnering with Oregon Department of Education to get those out to students and children. Students already receiving SNAP benefits will see the benefit loaded on their EBT card. If a student and household is new, they will receive an Oregon EBT card in the mail with instructions for set-up and use. More information is provided in the [news release](#). Also, June SNAP Emergency Allotments were approved and will be available on June 11 for current SNAP households. New SNAP households will receive these emergency allotments by June 30/July 2. More details are available in the [news release](#).
- Yvette Potter announced the Washington County Homeless Veteran Stand Down event is scheduled for Friday, October 15th, 2021.
- Mari Valencia-Aguilar shared a reminder of the Fair Housing Council of Oregon fair housing trainings next week: 1) to shelters on Tuesday June 8 at 9am and another training specific to culturally specific organizations on Thurs June 10 at 6pm. Registration links were previously emailed via the HSSN listserv.
- Annette shared information about Ralph Brown, an educator and long-time advocate of homeless individuals, who has been missing since May 16. She asked members to share the flyer she will send out to the listserv.

#### **VI. ADJOURNMENT**

The meeting adjourned at 9:59 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)