

HOUSING and SUPPORTIVE SERVICES NETWORK Strategic Planning and Discharge Workgroup (The CoC Board)

Friday, August 12, 2016

8:30 to 10:30 am

Washington County Public Services Building - Room 105/115
155 North First Avenue, Hillsboro, OR 97123

AGENDA

Chair: Annette M. Evans, Washington County Department of Housing Services
Co-Chair: Katherine Galian, Community Action Organization

I. Introductions (8:30 a.m.)

II. Public Comment (8:35 a.m.)

III. Approve Minutes (8:40 a.m.)

A) June 10, 2016 Draft HSSN Workgroup Minutes [Action - Approval]

IV. Business Items (8:45 a.m.)

A) FY2016 McKinney-Vento CoC Program Grant Application with \$2,937,427 in Annual Renewal Demand (ARD)

1. OR-506CoC Tier 1 and Tier 2 Ranking and Rating Process

i. NEW BONUS PROJECT

\$161,643 = PSH/RRH Bonus \$146,871 (5% ARD) plus TH Reallocation \$14,772. Review HSSN project score for all new project(s).

Selection of project for inclusion in CoC Program Collaborative

Application [Action - Approval]

ii. RANK AND RATE ALL RENEWAL AND NEW PROJECTS

\$2,731,807 = Tier 1 ARD (93% ARD)

\$ 205,620 = Tier 2 ARD (Below Funding Line)

Develop and adopt the Priority Project Listing for CoC Program

Collaborative Application [Action - Approval]

B) Debrief on HUD Notice: Solicitation of Comment on CoC Formula, Federal Register FR-5476-N-04. Approval to submit comment on behalf of OR506-CoC in support of Formula(s) [Action - Approval]

C) System Performance Measurement (SPM) Review

D) A Road Home: The Next Phase Beyond June 2018

E) Old Business Items

1. Letter to Oregon Housing Authority on Section 811 funds awarded

2. Letter to Metro on Homeless Populations

V. Agency Announcements and Open Discussion (10:15 a.m.)

VI. 2016 HSSN Workgroup Meeting Schedule, 8:30 to 10:30 a.m. (10:25 a.m.)

- Friday, October 14, 2016

- Friday, December 9, 2016

VII. Adjournment (10:30 a.m.)

HSSN STRATEGIC PLANNING AND DISCHARGE WORKGROUP

Administrative Board of the Continuum of Care in Washington County

Public Service Building Conference Room 105/115

June 10, 2016

Role: The HSSN Workgroup (the CoC Board) is comprised of public and private representatives of the homeless subpopulations that exist within the CoC geographic region, a formerly homeless consumer representative, and the Emergency Solutions Grant recipient agency. The Workgroup is the jurisdictional CoC Administrative Board, as established by the HSSN Mission and Governance Policy.

Responsibilities: Perform CoC strategic planning, coordinate with and/or assist in State and local discharge planning, review performance outcomes of HMIS and HUD-funded programs, develop housing and service systems alignment, seek out and prioritize funding, and approve the McKinney-Vento Homeless Assistance grant application to HUD.

COC BOARD MEMBER PRESENT

- Bundy, Valerie - Domestic Violence Resource Center
- Clevidence, Veronica - Housing Services
- Evans, Annette - Housing Services
- Galian, Katherine - Community Action
- Johnson, Ellen - Oregon Law Center
- Logan-Sanders, Andrea - Boys & Girls Aid
- Mattia, Matt - Office of Community Development
- Pero, David - Homeless Education Network/
McKinney-Vento Homeless Student Liaison
- Ram, Sarala - CODA, Inc.
- Rogers, Pat - Community Action
- Schnitzer, Cole - US Dept. of Veteran Affairs
- Turner, Denise - Denise's Spa Petite
- Valfre, Adolph "Val" - Housing Authority
- Voiss, Karen - Housing Independence
- Werner, Judy - Lutheran Community Svcs NW

COC BOARD MEMBER NOT PRESENT

- Burton, Valerie - Luke-Dorf, Inc.
- Erickson, Dennis - Community Corrections
- Harbin, Angie - Cascade AIDS Project
- Hille, Marcia - Sequoia Mental Health Services
- Schwab, Jack - Good Neighbor Center

OTHER ATTENDEES

- Knapp, Mona - Luke-Dorf, Inc.
- Orr, Patrick - Cascade AIDS Project

Chair: Annette Evans, Public Agency Representative Annette_Evans@co.washington.or.us

Co-Chair: Katherine Galian, Nonprofit Agency Representative kgalian@caowash.org

Meeting called to order at 8:30 a.m.

I. INTRODUCTIONS

II. APPROVAL OF MEETING MINUTES

Motion: Approve Workgroup meeting minutes for April 8, 2016.

Action: Katherine Galian

Second: Mona Knapp

Vote: Approved – Unanimous

III. BUSINESS ITEMS

A) Year 9 Work Plan for 10-Year Plan to End Homelessness: Review and recommend for adoption by the HSSN on August 3, 2016

Annette Evans provided the Year 9 Work Plan. 1.1.c change from “Emergency 1-month Rent Assistance” to “Emergency Rent Assistance for severely rent-burdened.” Item 1.9 will be updated by Open Door Counseling Center, and the State is working to fund the landlord guarantee for the Rent Well program (1.4). The Oregon Ending Homelessness Advisory Council is in flux, (1.5) and will stay on the plan for now. Section 811 funds (2.3), was carried forward from Year 7 to Year 8, as the state hasn’t yet distributed those dollars. It will be carried forward again to Year 9. Val Valfre clarified that the intent of the state is to provide funding for existing sites and rent assistance.

Proposed Action: Val suggested the HSSN Workgroup send a letter to the Housing Council, which would compel a response. Ellen Johnson suggested the letter include demographics on those who would be affected if the money were allocated.

Pat Rogers asked if there has been any progress on 2.8, creating policy and/or funding to mitigate landlord debt. Annette advised there are no continuum resources identified; however, one agency is considering creating a revolving fund accessible to clients in their programs that sign a guarantee of repayment. Ellen asked for clarification regarding 2.7, increasing private market housing units. Annette said when the 10-Year plan was created, the idea was to build partnerships to increase housing at fair market rate. With the housing crisis and lack of vacancies, the current focus is to educate developers on adding affordable housing to their projects. Ellen suggested reviewing the possibility of an excise tax, which could more directly impact those in need. Annette recommended changing 2.7 to read, “Increase private housing market through advocacy and policy considering a construction excise tax, registration fees for vacation rental, and other specific strategies”. Val added the City of Beaverton is looking at a Metro grant to study ways to preserve affordability in the current rental market and to develop a plan that will support strategies provided by the study. Ellen expressed concern that some developers will build units just under the minimum required for inclusionary zoning.

Strategy 3.2 Expanding homeless outreach is a gap in this continuum. While a By Name List (BNL) is being created to identify the homeless in the CoC, support for outreach is necessary to initiate and maintain contact with all those on the list. There is not enough outreach staff to provide immediate assistance when needed. Luke-Dorf and Community Action are working toward funding additional outreach workers. Volunteers can be problematic, because staff is required to manage and provide training for them, and they need to be willing to commit for a length of time and specific times of day. Val said the current legislative session contains a bill providing \$18 million in lottery proceeds to fund services, including Veteran Service Officers. Proposed Action: Ellen and Annette will write a letter to Metro asking for support for outreach activities as homeless camping is occurring on property owned by Metro.

HUD goal is 20% of those exiting CoC programs have earned income, and our CoC is 3.6%. Karen Voiss said vocational rehabilitation is very expensive, and small organizations often don’t get reimbursed for several months. Ellen Johnson said there is a Legal Aid lawyer interested in working with convictions as a barrier to employment (4.6).

Annette reported the HSSN membership will review and adopt the Year 9 Work Plan at the August 3 regular business meeting.

Motion: Approve the drafting of a letters from the HSSN Workgroup.
Action: Judy Werner
Second: Ellen Johnson
Vote: Approved – Unanimous

B) System Performance Measures Integrated in Ranking and Rating Process – Annette Evans

Annette Evans provided handouts of the local CoC System Performance Measurements (SPM) and noted that this will be the first year that data from these measurements will be entered into the HUD HDX system by August 1, and will be used as part of the competitive CoC Program grant application scoring. A review of data in the measurement reports was completed with discussion on demonstrating the outcomes of our work.

In summary, there is much work to be done on improving data quality in HMIS by which these reports are generated. Many of the data elements of the SPM are already included in the CoC Program grant application ranking and rating policy via the Annual Performance Report.

C) Discussion on prioritizing program activities with one-time increase of state-funded Emergency Housing Assistance (EHA) and State Homeless Assistance Program (SHAP) – Katherine Galian

Katherine Galian shared Community Action will be administering a one-time allocation of state funds for the CoC to address the housing crisis. These funds should either increase or prevent the loss of capacity, and must be expended by June 30, 2017, and are in addition to the usual allocations of SHAP and EHA funding. The extra money isn't guaranteed going forward, and the regular SHAP and EHA funding is expected to decrease by 3% next year. Katherine proposes swapping the Federal Emergency Management Agency's (FEMA) Emergency Food and Shelter Program (EFSP) allocation for the SHAP allocation, which would extend the time-line of expenditure and is a net increase for the shelters. This would allow three shelters and the Mary Mac House to receive SHAP funding for standard shelter operating costs.

Since EHA funds cannot be used for street outreach, which is a priority, one recommendation is shifting \$50,000 in ESG funds to outreach along with \$12,000 EHA for hotel/motel vouchers. This would provide support for the BNL list as well as engagement and housing plan development. As Community Action doesn't perform street outreach, a Request For Proposal (RFP) will be issued for this activity.

With the goal of increasing overall capacity of CoC housing and shelter projects with a permanent increase in funds, the next recommendation is to allocate \$200,000 to rehabilitation and acquisition of emergency shelter, transitional housing and/or permanent supportive housing. Since it is not yet certain which expenditures will be allowed, there is the assumption that this will be possible using the standard rehab/acquisition rules. Community Action will be issuing an RFP for these funds upon State clarification of eligible activities. Funds will need to be expended by June 30, 2017, though projects don't have to be habitable by that date. Marilyn Miller is putting together a group of EHA recipients to look at acquisitions, and Community Action would like to have a project in mind prior to approaching that group. It's not clear what the restrictive covenants would be, though the projects would have to serve homeless persons.

[6/30/2015 update: The funds cannot be used for permanent housing. Rehabilitation is allowable for emergency shelters and transitional housing only. Acquisition may be allowable for permanent housing, but not for new construction or land acquisition.]

The final proposal is to use \$385,646 to increase homeless prevention capacity via short-term emergency rent assistance focusing on 72-hour notices with eligibility up to 80% area median income. This would serve approximately 80 additional households, and be accessed through Community Connect. The group approved, and Katherine will move forward with the plan.

D) Shelters and Landlord Tenant Law – Ellen Johnson

Pat Rogers explained there have been issues with clients not feeling safe in shelters. When incidents occur, clients exhibiting unsafe behavior are encouraged to leave and stay at hotel/motel or other temporary housing. When they refuse to leave, the police are called. How the situation is handled by the police can vary depending on the officers' understanding of Fair Housing laws. If the officer interprets the situation to be covered under the Landlord-Tenant Act, they determine that the agency cannot evict without following the mandated eviction process. This creates a situation in which the agency is unable to protect the safety of other clients in the shelter.

Ellen Johnson said the Act covers any persons provided a dwelling, regardless of rent, which means most shelters are covered by the Act. If the project receives any federal funding dollars, it is covered by the Fair Housing Act, the Americans with Disabilities Act, and other federal laws. Evicting for safety purposes with 24-hour notice requires the risk be imminent and involve actual physical threat or drug dealing, etc. There is also a change in the cause-notice statute. If a violation occurs and can be cured, a 30-day notice can be given with 14-days to enact a potential cure, which would be described in the notice. If the issue is a behavior which can be addressed at once, such as threatening another individual, it has to cease immediately.

Karen Voiss related a situation in which a 24-hour notice was given following an immediate safety threat, but the client still had 30 days to vacate due to HOME funding requirements. Ellen will research whether safety issues still require a 30-day notice. Valerie Bundy said in many shelter situations, waiting on a 24-hour eviction can cause extreme safety issues. Ellen will send the relevant statutes to Annette for distribution. Ellen said changing statute ORS 90.100 to exclude shelter clients from Landlord-Tenant law would require a coordinated response, and there are those that will say there should not be the option for shelters to move people out without due process. Mona Knapp said there is a new Home and Community Based Services rule which states anyone receiving mental health services in a community setting has the same rights as those under Landlord-Tenant law. Valerie Bundy will provide contact information for the Legal Aid representative she spoke with during a recent issue. Annette and Ellen will follow-up in hopes of working toward a solution. Cole Schnitzer stated that Joshua Groesz, Executive Director for Salvation Army Veteran Center may be a resource.

E) Update on By Name List (BNL) master listing for veterans and chronically homeless persons – Pat Rogers and Cole Schnitzer

Pat Rogers said communities that receive Supportive Services for Veteran Families (SSVF) funding are required to submit an update quarterly on the use of the funds and outcomes of the program. One component of the update is a By Name List (BNL) of the homeless veterans in the CoC. Since the desire is to address all homelessness with priority to ending veteran and chronic homelessness, the CoC formed a BNL Team which will meet after the Community Connect Oversight meetings. The BNL Team will identify and review what works well in other jurisdictions, consider local needs and security, and develop best practices for the implementation of a comprehensive BNL for this CoC. Of particular concern is release of information for those on the list. Cole Schnitzer clarified that if homeless individuals choose to not participate they will not be put on the list.

F) FY2016 CoC Program Grant Competition – Annette Evans

The intent to apply has been submitted to HUD, and Annette will be contacting agencies as she works on the application. The \$14,772 funding for the Washington County Transitional Housing project will be reallocated – the program is currently funded through June 30, 2017. Annette proposed changes to the ranking and rating policy to place greater emphasis on projects that support people in acquiring earned income to include 4 points for earned income at exit and 4 points for increased cash income at exit.

Motion: Approve suggested changes in ranking and rating scoring in the CoC policy.
Action: Judy Werner
Second: Ellen Johnson
Vote: Approved – Unanimous

G) A Road Home: Long-range planning and the next phase

This agenda item will be carried forward to the August meeting.

H) Action items for Homeless Plan Advisory Committee (HPAC) – Annette Evans

Please contact Annette by July 7 if you have policy or funding priorities that the HPAC should be aware of. The agenda for the July 21 HPAC meeting will be published early in July.

IV. ANNOUNCEMENTS AND OPEN DISCUSSION

- Karen Voiss announced Housing Independence was nominated to receive \$10,000 from the Multi-Family Housing Council golf tournament.
- David Pero announced the Hillsboro School District Homeless Liaison job has been posted.
- Sarala Ram announced CODA is hiring full-time counselors for the Tigard Suboxone program.
- Katherine Galian announced CAO's 2016 poverty report is available on the CAO website.

V. WORKGROUP MEETING SCHEDULE – SAVE THE DATE

Friday, August 12, 2016
Friday, October 14, 2016
Friday, December 9, 2016

VI. ADJOURNMENT

The meeting adjourned at 10:34 a.m.

Minutes prepared by Veronica Clevidence, Washington County Department of Housing Services

To be added to HSSN Workgroup email list, or the HSSN Coordinated and Centralized Assessment System, contact Annette Evans at Annette_Evans@co.washington.or.us.