



HOMELESS PLAN ADVISORY COMMITTEE

AGENDA AND INFORMATION PACKET

THURSDAY, JULY 21, 2022 • 2:30 pm – 4:30 pm

Zoom ID: 890 0021 3151 PW: 1111

Call-in number: 1 (253) 215-8782

OUR PURPOSE

The purpose of the HPAC is to provide oversight to the implementation of the plan and leadership to effectively collaborate with state and local partners to develop additional resources to meet the ambitious goals included in “A Road Home: Community Plan to Prevent and End Homelessness.”

The HPAC will be advisory to the county Homeless Program Manager, the Director of Washington County Department of Housing Services, the County Administrator, and the Board of Commissioners for Washington County (“Board of Commissioners”).

OUR EQUITY STATEMENT

The Department of Housing Services provides housing opportunities to all eligible persons no matter their race, color, religion, national origin, age, disability, familial status, marital or domestic partnership status, sex, gender identity, sexual orientation, veteran status, legal source of income or type of occupation.

In order to be relevant and effective in a rapidly changing and increasingly diverse environment, the Department of Housing Services commits to the principles of diversity, equity and inclusion for all members of the community we serve. Equitable access to resources and opportunity is the means to healthy, economically vibrant people and communities. We believe that authentically listening to, working inclusively with, and being accountable to the community we serve increases innovation and effectiveness and leads to more successful outcomes.



AGENDA

THURSDAY, JULY 21, 2022 • 2:30 pm

Zoom ID: 890 0021 3151 PW: 1111

Call-in number: 1 (253) 215-8782

Chairperson: Rachael Duke, Community Partners for Affordable Housing
Chairperson Elect: Vacant
Secretary: Komi Kalevor, Housing Authority of Washington County

- I. ROLL CALL – 2:30 pm
- II. APPROVAL OF AGENDA – 2:35 pm
 - A. ACTION: Approve the July 21 Meeting Agenda
- III. APPROVAL OF MINUTES – 2:40 pm
 - A. ACTION: Approve the May 19 Meeting Minutes
- IV. COMMUNICATIONS AND PUBLIC COMMENT – 2:45 pm
 - A. Housing Budget - Komi Kalevor
- V. NEW BUSINESS – 2:50 pm
 - A. Health and Housing Integration – Allie Alexander Sheridan
 - B. Tri-County Planning Body Overview – Nui Bezaire
- VI. UNFINISHED BUSINESS – 3:25 pm
 - A. HPAC Shelter Siting Subcommittee Report
 - B. HPAC Elections – Rachael Duke
ACTION: Vote for Nominees
- VII. STAFF REPORTS – 3:45 pm
 - A. Continuum of Care Programs – Leslie Gong
 - B. Supportive Housing Services – Jes Larson
- VIII. ANNOUNCEMENTS AND OPEN DISCUSSION – 4:15 pm
- IX. ADJOURNMENT – 4:30 pm

HPAC MEETING SCHEDULE	
Thursday, July 21, 2022	2:30 pm – 4:30 pm
Thursday, September 15, 2022	2:30 pm – 4:30 pm
Thursday, November 17, 2022	2:30 pm – 4:30 pm
Thursday, January 19, 2023	2:30 pm – 4:30 pm
Thursday, March 16, 2023	2:30 pm – 4:30 pm
Thursday, May 18, 2023	2:30 pm – 4:30 pm



HOMELESS PLAN ADVISORY COMMITTEE (HPAC) MEMBERS

County Commissioner	Commissioner Pamela Treece Washington County Board of Commissioners
Mayor or City Councilor	Councilor Elena Uhing City of Forest Grove
Business	Stacey Triplett Worksystems, Inc.
Community Member At Large	Robert Heard CareOregon
Community Member At Large	Vacant
Community Member At Large	Vera Stoullil Resident of Washington County
Community Corrections	Steven Berger Washington County Community Corrections
Public Benefits & Resources	Phillip Williams Oregon Department of Human Services
Faith-based Community	Carol C. Herron St. Anthony's Catholic Church
Individuals with Lived Experience	Michelle Markus Mental Health & Addiction Assoc of Oregon
Hospital/Healthcare	Talia Buchsbaum Oregon Health & Science University
Hospital/Healthcare	Elizabeth Uno, MD Virginia Garcia Memorial Health Center
Housing Authority	Komi P. Kalevor Housing Authority of Washington County
Nonprofit Housing Provider	Rachael Duke Community Partners for Affordable Housing
Nonprofit Service Provider	Kemp Shuey Community Action Organization
Philanthropy	Kasi Woidyla Virginia Garcia Memorial Foundation
Sheriff Office	Chief Deputy Al Roque Washington County Sheriff's Office



MINUTES

HOMELESS PLAN ADVISORY COMMITTEE OF WASHINGTON COUNTY

May 19, 2022 | Zoom

Meeting transcript available upon request

A. COMMITTEE MEMBERS PRESENT

Rachael Duke	Vera Stoullil
Robert Heard	Pamela Treece
Carol C. Herron	Stacey Triplett
Komi Kalevor	Elena Uhing
Michelle Markus	Elizabeth Uno
Al Roque	Phillip Williams
Kemp Shuey	Kasi Woidyla
	Talia Buchsbaum

B. COMMITTEE MEMBERS ABSENT

C. STAFF PRESENT

Jessi Adams	Austin Saldana
Alex Devin	Ty Schwoeffermann
Leslie Gong	Melissa Sonsalla
Yaling Huang-Dressel	Janeen Smith
Jes Larson	Tracy Smith

D. COMMUNITY MEMBERS PRESENT

Mellani Calvin	Cole Merkel
Kandace King	Julie Steiner
Megan McKibben	Adolph "Val" Valfre

Chair Rachael Duke called the meeting to order at 2:31 pm.

I. INTRODUCTIONS

A quorum is present.

II. APPROVAL OF AGENDA

Motion: Approve agenda of May 19 meeting.
Action: Elena Uhing
Second: Kemp Shuey
Vote: Approved, unanimous.

III. APPROVAL OF MINUTES

Motion: Approve minutes of March 17 meeting.
Action: Elena Uhing
Second: Elizabeth Uno
Vote: Approved, unanimous.



IV. COMMUNICATIONS AND PUBLIC COMMENT

None.

V. NEW BUSINESS

A. Review Community Guidelines and launch of Shelter Program Expansion work ([attached](#))

Staff reviewed the current System of Care along with a presentation about the Washington County's community guidelines, the shelter siting program, and the request to form an HPAC subcommittee for shelter siting activity. The full presentation is linked [here](#).

Staff did not receive additional feedback from the committee. Chair moved forward with a vote:

- i. Action: Approve implementation of the HPAC Shelter Subcommittee as proposed
Motion: Elena Uhing
Second: Robert Heard
Vote: Approved, unanimously
- ii. Action: Approve nominees for the HPAC Shelter Subcommittee as proposed
Motion: Kemp Shuey
Second: Stacey Triplett
Vote: Approved, unanimously

Four of the HPAC nominated self as one of the Shelter Siting Subcommittee members. No questions or discussion followed.

B. Review Homeless Services System Proposed Budget for FY 22-23

Ling Huang-Dressel, Washington County Department of Housing Services Controller, presented the proposed budget, a critical tool which guides Washington County's homeless system programs for financial stability of the 2022-23 fiscal year. Her full presentation is linked [here](#). Staff received the following feedback from the committee:

Stacey Triplett inquired if SHS services were already procured by funding 221. Staff answered about existing, new, and planned contracts continually in process to procure such services. County's website is down, and the procurement list is currently unavailable for stakeholders to reference. The two active procurement processes are published in the internal County's procurement system.

Councilor Uhing asked if the County has communicated to developers about available SHS funding for their affordable housing units. Staff responded yes and informed about the current opportunity in place to attract affordable housing owners.

C. Aligning Homeless Services Funding Strategies in FY 22-23

Alex Devin, SHS Services Network Administrator, presented on strategic program and investment alignment of the Washington County's SHS Homeless and Housing Services programs in Year 1 and Year 2. The full presentation is linked [here](#).



Several HPAC members commented on the homeless and housing projects underway.

Kemp Shuey inquired about the determination of case management ratio for SHS service provider organization. Staff responded.

Robert Heard asked what type of support the County offers to organizations to get their housing workers trained. Staff talked about the SHS division's complex onboarding process. Then, several HPAC members expressed further interest in the new SHS training academy and certifications that are being built currently for launch in Year 2.

Beth Uno inquired about communication and facilitation by the County's Department of Housing Services and among SHS' service provider organization. Staff replied.

Chair Duke posed a question about strategic planning of investments by the SHS measure. Staff mentioned the ongoing team meetings that have been mapping out details of the homeless and housing system of services which targeting the influx of local and federal funding sources. Chair Duke requested a map of investments analyzed and outcomes measured.

D. Legislative Update

The link to the report written by Paige Spence, Government Relations Manager, can be found [here](#). This presentation is rescheduled for an upcoming HPAC meeting.

VI. UNFINISHED BUSINESS

A. Officer Elections

Ty Schwoeffermann, OEICE Community Engagement Program Coordinator, presented the proposal to fill the vacant Chairperson Elect position formerly held by Kara Kazemba. He also mentioned recruitment for other HPAC position vacancies posted in Granicus.

VII. STAFF REPORTS

A. Continuum of Care (CoC) Programs

Leslie Gong, DHS Program Analyst and Interim CoC Programs Manager, shared a brief status of the CoC program operation and timely report submissions due to HUD.

B. Supportive Housing Services (SHS) Program

Jes Larson, SHS Program Manager, provided a brief bimonthly update about SHS programs based on a report found on [page 6 of the Housing Advisory Committee \(HAC\) packet](#).

VIII. ANNOUNCEMENTS AND OPEN DISCUSSION

Staff led a short discussion about hybrid HPAC meetings and provided a survey to the HPAC. A post-meeting email will include a link to the SHS procurement listing.



IX. ADJOURNMENT

The meeting adjourned at 3:47 pm.

Respectfully submitted,

Komi Kalevor Digitally signed by Komi Kalevor
Date: 2022.07.07 16:22:04 -07'00'

HPAC Secretary
Executive Director, Housing Authority of Washington County



AGENDA

HPAC SHELTER SITING SUBCOMMITTEE

Thursday, June 23, 2022 • 3pm - 4pm

Zoom Webinar ID: 846 1924 9404 PW: 631023

- I. Roll Call – Acknowledge all members by name and organization
- II. Community Guidelines
- III. Discussion – Role of the subcommittee, goals, and duration, finalized charter
- IV. Shelter Siting Memo
- V. Update from Washington County SHS on current sites and property search
- VI. Questions/Recommendations from Subcommittee members
- VII. Plan for future action items
- VIII. Adjournment

2022 HPAC – Shelter Siting Subcommittee Upcoming Meeting Schedule

TBD at first meeting





Notes

HPAC SHELTER SITING SUBCOMMITTEE
Thursday, June 23, 2022 • 3pm - 4pm
Zoom Webinar ID: 846 1924 9404 PW: 631023

I. Roll Call – Acknowledge all members by name and organization

-Parties present for the meeting were Elena Uhing, Robert Heard, Carol Herron, Al Roque, Bob Lloyd, Talia Bachsbaum, Ty Schwoeffermann, Jessi Adams, and Rachel Cali-Ramirez

II. Community Guidelines

-Address unmet needs in the community
-People need access to support
-Shelters should be safe
-Diverse shelter system options
-Community should be involved

-There was discussion of how important it is to communicate with community members especially related to safety.

-Disproportionate outcomes was defined to include tracking of race, ethnicity, language and disability data.

III. Discussion – Role of the subcommittee, goals, and duration, finalized charter

-Went over Charter (Charter sent to all members as well)
-Community engagement and updates were discussed as being of great importance and that the engagements need to be via various forms, not just online. The importance of separate communities also being aware of what is happening in the other communities in the county.
-Low Barrier was discussed and it was asked that the county provide a definition of what that means at a future meeting.

IV. Shelter Siting Memo

-Shelter siting memo sent to members via email

V. Update from Washington County SHS on current sites and property search

-Permanent sites identified and purchased in Beaverton and Hillsboro
-Winter shelter will continue at Cloverleaf and Beaverton Community Center





- Interim options are being explored, particularly at the future Hillsboro site
- Other service providers are increasing their capacity
- Realtor is supporting search, with an emphasis on a pod village site

VI. Questions/Recommendations from Subcommittee members

- Community Engagement as a priority
- Send each member the charter
- Provide members with contact information of other community members

VII. Plan for future action items

- Third Thursday of each month that HPAC meetings are not in session at 2:30pm

VIII. Adjournment

2022 HPAC – Shelter Siting Subcommittee Upcoming Meeting Schedule

August 18th, 2022 at 2:30pm (meeting with by an hour and a half)





HPAC Shelter Siting Subcommittee Draft

Authority

The committee will fill the role from the approved Shelter Siting Community Guidelines that asks for continued community involvement as well as oversight over the implementation of the guidelines.

Membership

The committee will be comprised of eight members, including four HPAC members and four community stakeholders who will be asked to serve one-year terms. Sub-committee membership will seek to represent the whole community, nominating members to ensure inclusive and diverse representation from stakeholders, those with lived experience, service providers, and jurisdictional representatives. The committee recognizes that participation to inform this work should be far-reaching, with a diversity of participants, and include efforts to proactively work towards understanding the perspectives and hearing the feedback of community members, stakeholders, and program participants. This committee will be staffed by a member of the SHS team that is dedicated to shelter siting work, as well as a member of the Office of Equity, Inclusion, and Community Engagement (OEICE).

Operations

The committee meetings will initially be bi-monthly, on alternating months from the HPAC meetings. Once sites are launched the meetings may be decreased in frequency, with an initial duration of the committee being two years.

The committee will report its activities to HPAC during monthly meetings.

Responsibilities

The subcommittee's role will be to support:

- the property search group as they explore viable site options for diverse shelter models
- the engagement process as sites are identified and feedback is sought from the surrounding community
- the progress of located sites as rehabilitation work commences and programmatic decisions are made
- revisiting and improving the guidelines as they are utilized in the above work
- consolidating information as well as communicating that information and progress to the community at large

