



HOUSING and SUPPORTIVE SERVICE NETWORK

Providing a Continuum of Care for Vulnerable Populations in Washington County

Wednesday, June 4, 2014

8:30 to 10:00 a.m.

Beaverton City Hall - 1st Floor Conference Room
4755 SW Griffith Drive, Beaverton, Oregon 97075

AGENDA

- I. **INTRODUCTIONS: 8:30 a.m.**
- II. **GUEST SPEAKER: 8:35 a.m.**
 - Jen Rigutto, Fresh Start
Fresh Start Recovery Housing Program
 - Pat Rogers, Community Action, and Annette Evans, Washington County Housing Services
“Community Connect”, a centralized assessment system in Washington County
- III. **APPROVAL OF MEETING MINUTES: 9:15 a.m.** Action Item
- IV. **REPORTS AND PROGRAM UPDATES: 9:20 a.m.**
 - Subcommittee Reports
 - Children
 - Youth
 - Homelessness
 - Permanent Housing
 - Income Support/Workforce Development Workgroup
 - DD Dialogue
 - Mental Health and Special Needs Community Consortium Steering Committee
 - Veterans
 - Seniors
 - Strategic Planning and Discharge Workgroup [the CoC Board]
 - Homeless Plan Advisory Committee (HPAC)
 - Homeless Management Information System (HMIS)
- V. **GENERAL BUSINESS: 9:40 a.m.**
 - HSSN Governance – Election of HSSN Chair position, term ending 6/2016 Action Item
 - Nominations and election of representatives to the HSSN Strategic Planning
and Discharge Workgroup (the CoC Board) Action Item
 - Veteran Representative
 - Adopt Year 7 Work Plan of *A Road Home: 10-Year Plan* Action Item
 - Year 6 Annual Homeless Report - HMIS data extrapolation deadline 7/11/2014
 - Briefing on HUD Continuum Network Meeting hosted 5/23/2014
- VI. **ANNOUNCEMENTS: 9:50 a.m.**
- VII. **ADJOURNMENT: 10:00 a.m.**

**** No July Meeting ** Next Meeting: August 6, 2014 at 8:30 a.m.**

Department of Housing Services
111 NE Lincoln Street, Suite 200-L, MS 63, Hillsboro, OR 97124-3072
(503) 846-4794 • fax (503) 846-4795 • TTY (503) 846-4793
www.co.washington.or.us

Equal Housing Opportunity

HOUSING AND SUPPORTIVE SERVICES NETWORK
Maintaining a Continuum of Care in Washington County
Beaverton City Hall
May 7, 2014 at 8:30 a.m.

Goal: Housing and supportive service agencies working to bring a broad spectrum of organizations together as partners in the community to secure funding and other resources needed in providing a continuum of care for individuals and families who are homeless or with special needs.

ATTENDEES:

Backlund, Wayne—Oregon Veteran Resource Center	McVey, Jaycanna—Boys and Girls Aid
Brand, Leah—Community Action	Nelson, Andrea—City of Beaverton
Burnham, Jeff—Luke-Dorf, Inc.	Palmer, Jim—Oregon Veteran Resource Center
Burton, Valerie—Luke-Dorf, Inc.	Perkowski, Kaja—Open Door Counseling Ctr.
Calfee, Bridget—HomePlate	Poletski, Jessica—Community Action
Chavez-Hernandez, Saul—Community Action	Portman, Cheri—Job Corps
Demry, James—Homeless To Work/Bridges to Change	Reyes, Isidro—Community Alliance of Tenants
DiBernado, Devin—Write Around Portland	Rogers, Pat—Community Action
Evans, Annette—Wash. Co. Housing Services	Sechrist, Lauren—Wash. Co. Community Development
Evans, Sara—Housing Authority of Wash. Co.	Seward, Michelle—LifeWorks NW
Finnegan, Molly—US Veterans Affairs	Stoller, Rick—The Salvation Army
Garcias, Maria—Community Action	Stoullil, Vera—Boys & Girls Aid
Jamison, Jeanne—Love INC Tigard/Tualitin/Sherwood	Teifel, Gordon—Families for Independent Living/DEAR
Lavalley, Allison—Community Action	Tong, Melanie—Wash. Co. Health & Human Services
Linder, April—Housing Independence	Turk, Nicki—Cascade Aids Project
Loverin, Robert—Sequoia Mental Health Services, Inc.	Werner, Judy—Lutheran Community Services NW
Matisoff, Lisa—DHS, State of Oregon	Wilson, Shannon—CPAH
McCloskey, Amanda—Wash. Co. Housing Services	Yagle, Dixie—Bridges to Change

Chair: Annette Evans, Public Agency Representative annette_evans@co.washington.or.us
Co-Chair: Judy Werner, Nonprofit Agency Representative jwerner@lcsnw.org

I. INTRODUCTIONS

II. GUEST SPEAKERS

How to Successfully Pass the Housing Quality Standards Inspection

Sara Evans, Sara_Evans@co.washington.or.us – 503-846-4785

Sara Evans is a Housing Inspector for the Housing Authority of Washington County (HAWC). She conducts inspections for what is commonly known as Section 8 housing. The technical name is “Housing Choice Voucher.” This voucher is used to obtain housing on the private market, for single family homes, manufactured homes, trailers, condominiums, duplexes, apartments, SRO’s, group homes and shared housing.

Tenants pay 30% of their adjusted income for housing expenses, including rent and utilities (but not phone, cable, internet or garage/carport rent unless it’s included in rent).

The relationship between the tenant, landlord and HAWC is a “triangle.” Here’s how it works. The relationship between:

- tenant and landlord is governed by the lease (rental agreement);
- tenant and HAWC is governed by the voucher;
- HAWC and landlord is governed by the HAP contract.

HAWC inspectors schedule inspections within 24 – 48 hours of receipt of a RTA (Request for Tenant Approval). The speed with which the inspection is completed depends on how easy it is to arrange access to the unit. There are some cases in which a tenant can move in before the inspection takes place - if it's a known site HAWC has inspected before, it will likely pass.

Housing Quality Standards (HQS) screen housing to make sure that it is decent, safe and sanitary. This protects all parties, and limits liability for HAWC. Note that there is no cosmetic/aesthetic requirement. If it's acceptable to the client, it's acceptable to HAWC. Some cosmetic items may affect rent reasonableness (what is charged for rent), and some levels of maintenance may affect rent as well

Typically, 70% of HQS "fails" are due to:

- missing or beeping smoke detectors;
- incomplete move-outs of the former tenant (meaning their stuff is still there);
- and units that are not move in ready (repainting has to be complete, utilities have to be on, water has to be hot, refrigerator plugged in and cold).

Every appliance is required to work, even if it is not a required appliance (such as a bathroom heater). If it is there, it needs to work. If not, follow the 3 Rs – Repair, Replace or Remove. If the new tenant wants furniture left by the tenant who is moving out, such as a dining room table, the HAWC needs a written statement to that effect.

Every housing authority has the option to add additional local requirements. HAWC requires that there be no mold, and no key-operated locks on interior doors, especially bedroom doors, because of fire risk.

HQS inspections benefit all parties involved. For landlords, it's good to have a document saying they rented a safe and decent unit, plus the voucher provides an extra level of tenant accountability. It's a violation of their voucher to damage units beyond normal wear and tear or to break the rules of their apartment community.

See <http://www.co.washington.or.us/Housing> for more information, including forms.

Q&A

Q: In these inspections do you also do lead based paint inspection?

A: Yes, if the building is pre-1978 and there are children under the age of 7 in the home. The main danger is from sash windows and door frames, which is where lead paint is primarily released.

III. APPROVAL OF MEETING MINUTES

Motion: Approve the April 2, 2014 HSSN meeting minutes.

Action: Gordon Teifel

Second: Pat Rogers

Vote: Approved, unanimous.

IV. REPORTS AND PROGRAM UPDATES

Subcommittee Reports

Children: David Pero DPero@fgsd.k12.or.us

No update. The HEN (Homeless Education Network) will report next month.

Youth: Vera Stoullil vstoullil@boysandgirlsaid.org

Next meeting: June 20, 2014 at 10:30 am in the Wash. Co. Public Services Building.

This committee meets every other month. Topics include a collaboration between the Hillsboro Police Department and the Juvenile Department to provide volunteer mediation services for runaway kids, to intervene before they run away again.

Homelessness: Pat Rogers progers@caowash.org

Next meeting: May 19, 2014 at 9 a.m. in Room 195, 3700 Murray Boulevard, Beaverton

Since January, the centralized assessment system -- Community Connect (CC) -- has screened 300-plus households. It takes almost one FTE to enter the data into ServicePoint, but data from CC will be a better tool than PIT moving forward.

Assessment appointments average 20 per week, scheduled six to eight weeks out. One-third of set appointments are no shows. CC is considering solutions such as double booking, walk-in times, etc.

Q&A

Q: How do you stay in touch with people who have appointments? Reminder calls?

A: Currently there is no process in place. The focus has been on training shelter providers and outreach workers to conduct assessments. Funding for extra capacity kicks in July 1.

SFC Wayne Backlund, Ret. USA added that Robocall software might help – it can call clients 24 hours in advance with an appointment reminder.

Permanent Housing: Andrea Nelson anelson@ci.beaverton.or.us

Next meeting: June 5, 2014 at 8:30 a.m. at 4755 SW Griffith Drive, Beaverton.

Recent meeting topics include the housing market analysis and needs assessment for Beaverton's Five-Year Consolidated Plan, focusing on demographic shifts and gaps in housing affordability. There is a giant gap below 30% MFI and a large gap from 30% to 50% MFI. The good news is that there are more than enough units for households earning 50 to 80% of MFI. The subcommittee is looking at how to get more for housing for <50% MFI. The Consolidated Plan will be adopted at this time next year.

Income Support/Workforce Development Workgroup: Katherine Galian

kgalian@caowash.org

Next meeting: June 27, 2014 at 2 p.m. at PCC Willow Creek

Worksystems, Inc. presented new concepts and expansion of the aligned partner program. They are developing a regional manufacturing initiative. It will include a training certificate course for manufacturing, providing minimum requirements (skill level and experience) for manufacturing jobs. as manufacturers don't have time to do on-the-job training. SE Works has moved into the area and is doing a lot of back-to-work training for people in the corrections system.

DD Dialogue: Gordon Teifel mainlight@me.com

Next meeting: Not reported.

The May 1 Resource Fair for teens with developmental disabilities went well. The focus was on transitioning from high school to adult life.

Mental Health and Special Needs Community Consortium Steering Committee: Lisa

ldavila@luke-dorf.org

Next meeting: October 23, 2014 at 11 a.m. in Room 245, 155 N First Avenue, Hillsboro.

Housing TEAM program is a three-year program ending in 2015. So far the TEAM has placed 42 people in housing towards a goal of 50 by June 30. The TEAM has a new partnership with WorkSource to help residents find employment – an “Aligned Partner Program”. Marketing the Section 8 program continues to be exciting and challenging. It’s interesting to see what its like for voucher holders who are trying to find housing that is affordable. MHNSCC brainstormed ideas for possible funding to keep the program going.

Veterans: ([Vacant](#) Position)

Wayne Backlund reported on the new Oregon Veteran Resource Center (503-443-9988) which opened a few months ago. The Center has beds, food and clothing.

Q&A

Q: Is the new Oregon Veterans Resource Center aligned with Community Connect?

A: A meeting was held with the Department of Housing Services where this topic was introduced. Further discussion will occur.

Seniors: Julie Webber julie_webber@co.washington.or.us

No updates.

Strategic Planning and Discharge Workgroup: Judy Werner jwerner@lcsnw.org

Next meeting: June 13, 2014 at 8:30 a.m. in Room 105, 155 N First Avenue, Hillsboro,

Topics will include an analysis of the Community Connect system – operation and data – during the past 5 months, discussion with Ellen Johnson of the Oregon Law Center on the homeless system,

Homeless Plan Advisory Committee (HPAC): Annette Evans

annette_evans@co.washington.or.us

Next meeting: July 17, 2014 at 2:30 p.m., 4755 SW Griffith Drive, Beaverton.

Topics at the April 17 meeting included the Phase 2 Homeless Cost Study, which is a longitudinal study of Phase 1 clients, looking at costs in the two years pre-housing as compared to the two years post-housing. NERC at PSU will present their report in late summer.

Homeless Management Information System: Melanie Fletcher

melanie_fletcher@co.washington.or.us

Next meeting: Please contact Melanie with training needs or questions.

Three federal agencies (HUD, Veterans Affairs and DHHS) have adopted new HMIS standards that will be effective October 1, 2014. Bowman Systems has until the end of September to update their software. Annette will invite Wendy Smith, state HMIS coordinator, to speak to the HSSN about the changes, including new privacy requirements.

V. GENERAL BUSINESS

HSSN Governance – Open nominations for HSSN Chair position

Annette Evans is the current Chair, and Judy Werner is the Co-Chair.” The Chair and Co-Chair include one public and one non-profit representative. Judy is the non-profit representative with term ending June 30, 2015. Please email Annette or Judy with nominations. The position term is two years. Election at the June 4 HSSN meeting.

Election of representatives to the HSSN Strategic Planning and Discharge Workgroup

The 18-member board has two positions open, one for business and one for veterans. There is a nomination for the business position: Mr. Ron Rittenhouse. He is the Senior Employment Specialist at Goodwill Industries, working with their Job Connection program

in Washington County. He has volunteered at the SOS-Shelter (Severe Weather Shelter) at Sunrise Church in Hillsboro.

Motion: Elect Ron Rittenhouse to the CoC Board's business position
Action: Gordon Teifel
Second: Vera Stoullil
Vote: Approved, unanimous

There is no nomination for the veteran position, so that election is tabled until the next meeting.

Year 6 Work Plan outcomes in support of the 10-Year Plan to End Homelessness

Annette walked the group through the Year 6 Work Plan accomplishments to date and took notes. The annual work plan is updated and posted on the County's homeless webpage.

Year 7 Work Plan in support of the 10-Year Plan to End Homelessness

Annette handed out the draft Year 7 Work Plan, to be adopted in June. Please send her comments or suggestions. The Year 7 Work Plan in support of the 10-Year Plan has been included in the 2014-2015 Action Plan prepared and published by the Office of Community Development. The Action Plan timeline is prior to the HSSN adoption of the final Work Plan at the June meeting, and therefore there may be minor changes to the final adopted Year 7 Work Plan.

VI. ANNOUNCEMENTS

- Vera Stoullil announced that Boys and Girls Aid is going through program and licensing audits with Family Services and Washington County Department of housing Services; everything has gone really well.
- Gordon Teifel reported that Families for Independent Learning began initial conversations with an Indiana developer about reserving 20 units for individuals with developmental disabilities within a 220 unit complex, to be built in 2016.
- Shannon Wilson of CPAH announced that Lynn Brillman is retiring. Her last day is Friday. She served as CPAH's asset manager for seven years.
- Molly Finnegan, a homeless outreach social worker for the Portland VA Medical Center, talked about the work she and a coworker do with veterans in four counties. Typically they work with veterans who haven't yet accessed health care benefits, SSVF or other services.
- Pat Rogers of Community Action introduced two new staff:
 1. Maria Garcias, who is working with DHS on the strengthening, preserving and reunifying families program. Her position is supported by a DHS contract.
 2. Alison Lavalley, a new family advocate.
- Lauren Sechrist of the Washington County Office of Community Development asked HSSN agencies to please take the Consolidated Plan housing survey. This is important, as the survey informs CDBG funding opportunities.
- Cheri Portman reported that seven Job Corps centers in the region are adding bed space. Currently the Centers are 85% full. Wait lists are starting to get long again.

- Jeanne Jamison announced that Love INC's call center is open three days per week. Resources include basic household disposable goods, haircuts and more.
- Devin DiBernado announced that Write Around Portland is expanding their writing workshops in Washington County.
- James Demry of Bridges to Change program introduced Dixie Yagle, a peer mentor for homeless women. Dixie was homeless in 2009, was in a Community Action shelter, utilized Rent Well and had a family advocate and went through HopeSpring's program. She is excited to be working as a peer mentor.
- Bridget Calfee of HomePlate had numerous updates:
 1. The Sit-n-Stay job training program is in its second year, providing doggie day care during the Beaverton Farmers Market.
 2. HomePlate has a new program: HomePerk, providing coffee at Bethel church.
 3. There's a softball fundraiser coming up soon/
 4. HomePlate is receiving OCHH's 2014 Organization Award.
- April Linder of Housing Independence is receiving OCHH's 2014 "Ma Curtis" Award.
- Andrea Nelson reported the City of Beaverton summer activities schedule is out. Activities include Picnics in Parks, International Celebration, Flicks by the Fountain, and more. It's family-friendly free entertainment in Beaverton – let clients know.
- Annette Evans made four announcements:
 1. Stay tuned to the HSSN Listserve for information on the Summer Meal program.
 2. HSSN's meeting room, the First Floor Conference Room, is becoming part of the City of Beaverton Police Department. Starting in August, HSSN may be meeting at the Round, Beaverton City Hall's new home.
 3. Lloyd Pendleton, Director of the Utah Homeless Task Force, is speaking on May 8th at the OCHH conference, to share what they are doing to end homelessness by 2015. They've reduced homeless by 74% since 2009.
- Jaycanna McVey announced that Boys & Girls Aid has bed space opening up for youth ages 18 – 24.

VII. ADJOURNMENT

The meeting adjourned at 10:06 a.m. The next HSSN meeting is June 4, 2014 at 8:30 a.m.

Minutes prepared by,
Amanda McCloskey, Washington County Department of Housing Services

To be added to the HSSN email list, contact Annette Evans at
Annette_Evans@co.washington.or.us