



HOUSING and SUPPORTIVE SERVICE NETWORK

Providing a Continuum of Care for Vulnerable Populations in Washington County

Wednesday, February 3, 2021

8:30 to 10:00 a.m.

Virtual Meeting: <https://us02web.zoom.us/j/82942844030?pwd=MlFXdWFCaUVaSF80dG5oaFRLa0tDUT09>

Meeting ID: 829 4284 4030, Passcode: 094130

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AGENDA

I. INTRODUCTIONS: 8:30 a.m.

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

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

- **Action:** Approve the January 6, 2021 meeting minutes.

III. GUEST SPEAKER: 8:40 a.m.

- Emily Adler, Care Oregon
Regional Care Team Overview

IV. GENERAL BUSINESS: 9:00 a.m.

- COVID Vaccination Timeline and Respite Shelter Updates – Jack Nuttall and Leslie Gong
- Phase 2 of the Local Implementation Plan (LIP) process for the Metro Supportive Housing Services Program Update – Ally Jamieson
- CoC Board mid-term vacancies as a result of retirements: Ellen Johnson, former Attorney for Oregon Law Center, and Undersheriff Shawn Fischer, Washington County Sheriff Office. Election of CoC Board positions for nominations received.

Action: Appoint nominees to fill vacant positions beginning 2/3/2021.

Positions	Slate of Nominees
Citizen At-Large or Outreach (Term ending 6/30/2022)	<ul style="list-style-type: none"> • Attorney Richard Peel, Oregon Law Center • Shawn Cardwell, Forest Grove Foundation
Jail/Community Corrections (Term ending 6/30/2023)	<i>Nominations extended through 2/15/2021 with election on 3/3/2021</i>

- A Road Home: 2020 Annual Homeless Assessment Report – Annette Evans
- HUD FY2020 System Performance Measurements due 3/1/2021 – Annette Evans
- HUD FY2021 CoC Program Grant Inventory Worksheet due 3/4/2021 – Annette Evans

V. ANNOUNCEMENTS: 9:55 a.m.

VI. ADJOURNMENT: 10:00 a.m.

Next Meeting: Wednesday, March 3, 2021

Guest Speaker: Caroline Pope, Care Oregon – COVID and Care Coordination Virtual Events

The HSSN is open to the public and all are invited to join – see [HSSN](https://www.co.washington.or.us/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

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HOUSING AND SUPPORTIVE SERVICES NETWORK
Providing a Continuum of Care (CoC) in Washington County
January 6, 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:

Angeles, Nic—Housing Independence	Mullins, Angela—WC Housing Services
Aragon, Karol—Beaverton School District	Nichols, Emily—WC Housing Services
Auslander, Jay—WC Mental Health	Nuttall, Jack—WC Public Health Emergency Preparedness
Bailey, Lisa—City of Beaverton	O'Neill-Tutor, Marianne—Mental Health Assoc of Oregon
Baker, Vernon—Just Compassion	Palestino, Sara—McKinney-Vento Liaison-Beaverton SD
Barnes, Sierra—Bridge Meadows	Penney, Darcy—DVRC
Brownell, Amy—Ecumenical Ministries-Second Home	Perkowski, Kaja—Open Door Counseling Center
Carrillo, Josh—Northwest Housing Alternatives	Pero, David—McKinney-Vento Liaison-FG/HEN
Castillo, Violeta—Oregon Child Development Coalition	Potter, Yvette—WC Dept of Aging & Veteran Services
Chavez-Sam, Karmen—APANO	Proctor, Jennie—WC Office of Community Development
Coppiano, Zoi—Community Action Organization	Pykonen, Lindsey—New Narrative
Farr, Danielle—WC Health & Human Services	Ramage, Marie—WC Veteran Treatment Court
Fellger, Vara—WC Housing Services	Rhodes, Barbara A—
Fox, Karen—City of Tualatin	Rogers, Patrick—Community Action Organization
Franco, Magali—OHSU-Tuality Alliance	Salisbury, Susan—Community Action Organization
Galian, Katherine—Community Action Organization	Schaeffer-Bischt, Blair—WorkSystems, Inc.
Garcia, Gracie—Bienestar-OR	Sell, Wendy—Lifeworks NW
Gnant, Brylee—Family Promise of Tualatin Valley	Smith, Gary—US Dept of Veteran Affairs
Gong, Leslie—Washington County	Smith, Mikaila—Providence
Greene, Jacen—PSU-HCAC	Stone, Dawn—Social Security Administration-Beaverton
Guajardo, Roumaldo—Mental Health Assoc of Oregon	Swearingin, Nicole—New Narrative
Hosmar, Mariah—Beaverton School District	Taylor, Rosemary "Rowie"—DVRC
Jamieson, Ally—County Administrative Office	Tirado, Sabrina—Community Action Organization
Jones, KarenAlice-WC Office of Community Development	Trinkle, Jamie—Oregon Law Center
Keithly, Niobe—Beaverton School District	Valdez, Bianetth—HomePlate Youth Services
Lamberger, Katie—DHS SSP	Valencia, Mari—Office of Community Development
Lind, Stephanie—WC Cooperative Library Services	Valfre, Val—City of Forest Grove
Longua, Patricia—WC Office of Community Development	Von Tersch, Meghan—CAP
Ludlam, Mandie—Community Housing Fund	Waltschew, Ivana—Community Action Organization
Markus, Michelle—Mental Health Assoc of Oregon	Welch, Lexi—DHS
Martinez, Omar—City of Hillsboro	White, Clarinda—Family Promise of WC
Merkel, Cole—Here Together Oregon	Williams, Carrie—New Narrative
Moshkowski, Justin—The Salvation Army	Williams, Natalie—WC Office of Community Development

Chair: Annette Evans, Public Agency Representative, annette_evans@co.washington.or.us
Co-Chair: Katherine Galian, Nonprofit Agency Representative, kgalian@caowash.org

I. INTRODUCTIONS

II. APPROVAL OF MEETING MINUTES

Motion: Approve December 2 meeting minutes.

Action: Pat Rogers

Second: Katherine Gallian

Vote: Approved, unanimously.

III. GUEST SPEAKER

Dawn Stone, District Manager Social Security Administration (SSA), Beaverton Office, “How to make a request for Numident records to verify Social Security Number.”

SSA closed their offices to the public during the pandemic and require all contact to be via telephone or online. Providing identification when applying for benefits is an issue for the homeless population who often don't have their social security card, or don't remember their Social Security Number (SSN). A numident record is a verification of the SSN provided by the SSA, the request for which can be submitted over the telephone and the verification mailed, or in some cases, faxed to the individual if they were physically present to receive the fax. An individual can also submit a request for a replacement SSN card via an online account at the SSA website, <https://www.ssa.gov/myaccount/replacement-card.html>. Upon passing identification checks including DMV identity verification, a replacement card can be mailed and be received within 10-15 days. “Dire-need” exceptions to in-person appointments are made from time to time, the process for which is unique from office to office. CDC guidelines are followed for in-person appointments at all SSA offices. Offices are limited to a minimum number of employees (2 in the Beaverton office) who manage all non-portable workloads such as faxing, scanning and mailing. Email Dawn Stone with additional questions at dawn.m.stone@ssa.gov. No case specific questions can be answered.

As agency representatives, is there a number to call to avoid the wait time to speak with an SSA agent?

Other than the national number (800)772-1213 which is open until 7:00 p.m. Pacific Time, each SSA office has their own inquiry line. Find your local SSA office phone number at <https://secure.ssa.gov/ICON/main.jsp>.

How would an unaccompanied youth who doesn't have his/her SSN card, or may not know their number, obtain a replacement card in the virtual environment?

That type of situation could qualify as “dire-need” for an in-person appointment. Dawn suggested contacting the local SSA office with the student on the telephone to go through some COVID related questions for themselves and those they reside with prior to an appointment being scheduled. The youth should bring a completed SSA SS-5 form (leave SSN blank if unknown) and photo identification (current or prior year student ID) to the appointment in order for a new card to be issued. A certified school record signed by the Registrar or other appropriate official could add to the credibility of the identity of the individual for the SSN application.

KarenAlice Jones, Washington County Office of Community Development, Omar Martinez, City of Hillsboro Community Development and Lisa Bailey, City of Beaverton Community Development, “Review the CDBG Funding Available and Application Process.”

KarenAlice reviewed the proposed allocation plan for the third “tranche” of CDBG-CV3 (CARES Act) funding in the amount of \$1,713,078 which included a \$350,000 for the Washington County Respite Shelter to serve approximately 180 people over a 6-month period, \$40,000 to Microenterprise Services of Oregon and Adelante Mujeres for technical assistance support to small businesses impacted by the pandemic, \$583,078 to Community Action Organization to provide rent assistance to approximately 135 households, \$400,000 to the three Family Promise affiliates to provide non-congregate shelter to approximately 130 households and setting aside \$200,000 for a shower truck that would be purchased by an agency selected through a competitive application process to serve an estimated 1500 – 3000 individuals in various mobile locations. Administration costs were reserved in the amount of \$140,000. Prior to issuing contracts, the allocation process includes an announcement in the local newspaper of the public comment period (January 8 – 14) which will include a link to the Draft Allocation Plan, joint submission of an Amendment to HUD's

2019 Action Plan to include the proposed allocations in conjunction with City of Hillsboro and City of Beaverton, holding a public hearing at the Policy Advisory Board on January 14 and presentation of the Draft Allocation Plan to the Board of County Commissioners for their final approval. A formal notice of the public comment period will go out to the HSSN ListServ within the next day or so. Send comments during the comment period to KarenAlice at karenalice_jones@co.washington.or.us.

Omar Martinez reviewed proposed allocations for \$615,794 in CDBG-CV3 funds for the City of Hillsboro to include \$500,000 for rent assistance and \$50,000 for utility assistance to be administered through Community Action Organization. An additional \$65,794 was allocated for a CDBG-CV eligible activity that was yet to be determined. The proposed allocation has already been approved by the City of Hillsboro's Finance Committee and City Council. Prior to contracting, the City of Hillsboro's allocation process also includes submission of a Substantial Amendment to the 2019 Action Plan along with the two other jurisdictions, and a public comment period.

Lisa Bailey reviewed the proposed allocations of \$672,374 in CDBG-CV3 funds for the City of Beaverton to include \$462,374 to Community Action Organization for rent and utility assistance, \$100,000 to Muslim Education Trust for rent and utility assistance, \$100,000 to Family Promise of Beaverton for hotel vouchers for homeless families and \$10,000 allocated as a reserve for administration costs for communication and outreach to residents and property owners regarding the eviction moratorium. The proposed allocations will be presented to the Beaverton City Council on February 2 and upon their approval and after the public comment period, contracting can begin.

IV. GENERAL BUSINESS

A. COVID Vaccination Timeline and Respite Shelter Updates – Jack Nuttall and Leslie Gong

Jack Nuttall, an EMS and Public Health Emergency Preparedness Coordinator for Washington County provided an overview and timeline for the County's Vaccination Plan. He referred to the Vaccine Information Webpage on the county's website, <https://www.co.washington.or.us/HHS/CommunicableDiseases/COVID-19/vaccine.cfm#table> where vaccine information is updated daily and contains the most up to date information. Using the table on the webpage, he reviewed the various groups associated with each phase and sub-group and the vaccine eligible starting date for each sub-group. He noted the "congregate care sites" listed in Phase 1A Group 2 were sites that provided direct health services and not "congregate shelters" but acknowledged it may be expanded to people who provide quasi healthcare but did not have more specifics at the moment. On January 5 the County was informed of OHA's plan to merge all groups within each phase. They are currently working on a timeline through March to get county contracts set up to vaccinate people in congregate care settings and public health workers who have hands on patients. He felt vaccinations for essential workers, a category he thought many HSSN members fell into, was probably out a couple of months. Those providing healthcare support services; however, may be eligible now. Jack agreed to be the liaison to keep HSSN members informed as to when pods opened to vaccinate shelters and homeless campsites so that agencies can serve not only their clients, but staff as well. He encouraged members to email questions or concerns to covidvaccine@co.washington.or.us, an email that was checked and responded to frequently.

How are people being notified when they become eligible for a vaccination?

In a congregate care setting, the information will likely flow through the person in charge of the shelter. If houseless on the street, it is likely there will be public dispensing pods that they would be invited to.

Leslie Gong, the Operations Supervisor for the COVID-19 initiatives and specifically the Respite Shelter which will continue to be a resource for the houseless community through June 30. The shelter has increased capacity to 80 beds for homeless impacted by COVID-19 and includes those who are COVID positive, those in close contact with COVID positive individuals, those from Corrections and those awaiting test results. Since inception it has served 224 people, 50% of whom were COVID positive, 20% who were in close contact or were exposed, 20% from Corrections and 10% of whom were awaiting test results. Part of the shelter has been allocated to non-congregate settings and homeless not impacted by COVID, with about 30 guests who have transitioned from other Safe Sleep programs (Safe Sleep Village and Safe Sleep RV Program) to Comfort Inn. There are currently 18 households who remain at the Respite Shelter who have been extended through Project Homeless Connect (PHC) to January 31. Leslie and her team continue to explore options to continue to extend stays in this non-congregate setting for those not impacted by COVID which is part of the Winter Shelter Network receiving referrals through the online registration process via www.co.washington.or.us/homeless. For more information or questions on the Respite Shelter, contact Leslie a Leslie_Gong@co.washington.or.us or the Respite Shelter main phone number at (971) 762-7450 for questions on eligibility.

Is there any support for unaccompanied youth?

There is a workgroup forming at OHA who are identifying partners within the community to help lead the effort. As of now Leslie is not aware of a plan for providing shelter for unaccompanied minors impacted by COVID-19. The OHA lead for unaccompanied youth is Matthew Rasmussen. Leslie encouraged anyone interested in being involved to contact her at Leslie_Gong@co.washington.or.us

B. Report on the Metro Supportive Housing Services (SHS) Local Implementation Plan (LIP) process – Ally Jamieson

Ally shared the first phase of LIP development was completed in December and provided detailed information to be used in the development of a draft LIP. The second phase will reconvene starting January 21 with a LIP Committee that will be larger (40-50 people) and more diverse (from various different cultures and different background and experiences). Many committee members were returning to continue the work. The second phase is expected to continue through March 18 with meetings held every two weeks, working primarily in smaller groups. She asked members to complete the survey that was sent out to ensure group compositions were compatible.

Is there a conflict of interest if a service provider is part of the LIP?

No, the LIP Committee is just providing community input and with such a diverse spectrum of organizations involved, it will be a formal but methodical process that will pull out any potential issues that might arise.

Can you provide the link for the LIP Committee application?

Ally committed to providing the link to Annette to send out to the HSSN as soon as it was available.

C. CoC Board Governance – Annette Evans

There are currently two open positions on the CoC Board. The resignation of Ellen Johnson, retired Attorney for Oregon Law Center, created a vacancy representing Citizen At-Large or Outreach. Undersheriff Shawn Fischer recently announced his retirement and submitted his resignation from the CoC Board, creating a vacancy for the Jail/Community Corrections representative position as well. Nominations will be accepted through January 15, 2021 and votes taken to fill both board positions at the

February 3, 2021 meeting. Nominations should be sent to Annette Evans at Annette_evans@co.washington.or.us.

D. Report on Winter Shelter Registration Wait List and Operations – Annette Evans

Annette commended winter shelters for the work they are doing to meet basic needs during the cold winter months. She reported the opening of a Hillsboro shelter administered by Salvation Army which adds shelter capacity to the existing shelter network. She noted the 10 beds initially set aside for hospital discharge at Just Compassion has recently been reduced to 5, allowing an additional 5 beds to be filled from the shelter waitlist. She shared the 2020/2021 Winter Shelter Registration Wait List (Unduplicated) and reviewed the data it provided, noting 283 registrants in November and 246 in December, with 31% located in Beaverton, 11% from Forest Grove, almost 40% from Hillsboro and Tigard with 7%. The length of the registration list which she emphasized was accumulated just within a two-month time period, confirmed the need for additional homeless resources in Washington County. Additionally, the majority of individuals on the list were adult-only households/individuals, a known gap in the homeless system that needed to be addressed going forward. Annette will send to the HSSN a copy of the Registration chart the beginning of each month.

What are the details on the Hillsboro shelter administered by Salvation Army?

Salvation Army provides 20 units of non-congregate, hotel-based shelter in Hillsboro. Annette noted, over 200 people were on the shelter wait list who reported being located in Hillsboro which, she said, confirmed the need in Hillsboro is far greater than the resources currently available. Katherine reminded members of the 18 beds operated by PHC through the Respite Shelter at Comfort Inn in Hillsboro bringing the total shelter bed space in Hillsboro to 38.

Clarinda White, Executive Director of Family Promise of Washington County shared they were in the process of hiring a Case Manager and hope to ramp up to serving 10 families per month over the next 3-4 months. They are considering hiring another Case Manager in May which would increase their capacity further to serve people experiencing homelessness.

Does Salvation Army provide case management as well as the hotel room?

Annette shared the shelter program provides wellness checks, food boxes and follow the Winter Shelter Response Plan that was developed with Washington County and Public Health. The Shelter Coordinator is case managing the clients with a focus on access to health insurance and connecting individuals with the homeless response system (Community Connect) to get them housed.

Pat Rogers shared Community Action Organization (CAO) held weekly meetings to case conference people identified by Shelter Coordinators as interested and ready to move into housing. Two CAO Housing Specialists are assigned to support those Shelter Coordinators with housing navigation and development of rent assistance plans. There are currently 20 people on the case conferencing list which he noted, will only grow with the addition of the Salvation Army shelter.

V. ANNOUNCEMENTS

- No announcements.

VI. ADJOURNMENT

The meeting adjourned at 9:58 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
HSSN January 6, 2021 Meeting Minutes