

HOUSING and SUPPORTIVE SERVICES NETWORK

Strategic Planning and Discharge Workgroup (The CoC Board)

Friday, February 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. Approve Minutes (8:35 a.m.)[Action]

A) December 11, 2015 HSSN Workgroup Minutes

III. Business Items (8:40 a.m.)

A) Emergency Solution Grant (ESG) Program Consultation Process with CoC
scheduled for March 2, 2016 -- Matt Mattia[Action]

B) Review 2016 Point-In-Time (PIT) Homeless Census and Housing Inventory Chart
(HIC) Process -- Pat Rogers, Valerie Burton and Annette Evans

C) Update: Year 8 of the 10-Year Plan Overview of Special Initiatives to Address
Prevention and Ending Homelessness.

a. Legal Clinic Initiative – Attorney Ellen Johnson

b. Standardize Conversion Rate for Community Service Work – Dennis
Erickson and Attorney Ellen Johnson

i. Local policy discussion.

ii. HB 4123: Directs State Board of Parole & Post-Prison Supervision to
establish community service exchange program for person to enter into
agreement with community-based organization to perform community
service work in lieu of payment for delinquent fees and fines.

c. Keep People in Housing – Annette Evans

i. Emergency Rent Assistance for households extreme rent
burdened for 1 to 9 months using similar model of Emergency
Solution Grant.

ii. Create affordable housing for people at or below 50% Area
Median Income through gap funding of housing projects in the
pipeline.

D) Resignation of HSSN Workgroup Members:

a. Veteran – Christopher Sage

b. Youth – Vera Stoullil

c. Chronic – Mona Knapp

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

F) FY2015 McKinney-Vento CoC Program Grant Application \$3,219,775.
Grant application submitted, pending HUD Award -- Annette Evans

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

V. 2016 HSSN Workgroup Meeting Schedule, 8:30 to 10:30 a.m. – Save the Date

- Friday, April 8, 2016
- Friday, June 10, 2016
- Friday, August 12, 2016
- Friday, October 14, 2016
- Friday, December 9, 2016

VI. 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

December 11, 2015

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 - Monika's House
- Clevidence, Veronica - HMIS Lead/Wash. Co. Housing Services
- Evans, Annette - CoC Lead/Wash. Co. Housing Services
- Galian, Katherine - Community Action Organization
- Hille, Marcia - Sequoia Mental Health Services Inc.
- Knapp, Mona - Luke-Dorf, Inc.
- Mattia, Matt - Wash. Co. Office of Community Development
- Pero, David - Homeless Education Network/McKinney-Vento Homeless Student Liaison
- Sage, Christopher - Salvation Army Veteran & Family Center
- Winnie, Lana - LifeWorks Northwest

COC BOARD MEMBER NOT PRESENT

- Duncan-Perez, Martha - Wash. Co. Reentry Council
- Erickson, Dennis - Wash. Co. Community Corrections
- Harbin, Angie - Cascade AIDS Project
- Rogers, Pat - Formerly Homeless/Community Action
- Schwab, Jack - Good Neighbor Center
- Stoullil, Vera - Boys & Girls Aid
- Valfre, Adolph "Val" - Housing Authority of Washington County
- Voiss, Karen - Housing Independence
- Werner, Judy - Lutheran Community Services NW

OTHER ATTENDEES

- Burton, Valerie - Luke-Dorf, Inc.
- Johnson, Ellen - Oregon Law Center
- Linder, April - Housing Independence
- Logan-Sanders, Andrea - Boys & Girls Aid
- Turk, Nicki - Cascade AIDS Project
- Proctor, Jennie - Washington County 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

Meeting called to order at 8:37 a.m.

I. INTRODUCTIONS

II. APPROVAL OF MEETING MINUTES

Motion: Approve Workgroup meeting minutes for October 9, 2015.

Action: Katherine Galian

Second: Marcia Hille

Vote: Approved – Unanimous

III. BUSINESS ITEMS

A) Approve the 2015 Draft AHAR (Annual Homeless Assessment Report) to HUD - Ms. Veronica Clevidence

Veronica Clevidence summarized the draft AHAR, explaining updates and corrections. The total count for the 2015 AHAR is 1295, which is an increase of 70 from 2014. The largest increase per program type was in emergency shelter for individuals, which more than doubled from 2014, going from 41 to 87. The agency serving most of these individuals is Safe Place for Youth, which cited increased referrals, shorter emergency shelter stays, changing to a RHY(Runaway Homeless Youth)-only program, and improved outreach as contributing factors. Most trends haven't changed much, although the AHAR now separates 18-30 year olds to 18-24 and 25-30, and no longer pulls data regarding zip code in which client lived prior to entering CoC housing. Veronica explained that the AHAR, as a required HUD report, was created by the HMIS vendor to capture exactly the parameters set by HUD, and the individual CoCs have no ability to add or change any of the report criteria. Katherine Galian asked that the Length of Stay portion of the Highlights Report be re-labeled to make more sense to the reader. Veronica agreed, and will make the change.

2015 saw a larger increase of Veterans served than total amount of Veterans served in any year prior, with 219 total. This is an increase of 117 from the 2014 AHAR, which reported 102 Veterans. This is mostly due to Salvation Army Veteran and Family Center implementing the use of HMIS in 2014, which allowed capturing that data in the AHAR for the first time.

Annette Evans asked if the report deduplicates all those served, and Veronica replied that the question has been sent to Bowman Systems for clarification, but Veronica's understanding of the report is that clients are not counted more than once per project type, but might be counted in more than one project type if it is applicable to their specific situation. [Update: Upon examining the AHAR report live in HMIS, Veronica concluded that clients entered into more than one project type will appear in each type, but never appear more than once in a specific type. The 2015 AHAR, while including several people in the All-Persons count that were in more than one project type, had no Veterans that were in more than one project type, which essentially means that the Veterans count is deduplicated across all programs in 2015.]

Ellen Johnson asked if the AHAR counts people served by agencies that do not utilize HMIS. Annette explained the AHAR is specifically meant to track projects served by CoC dollars, so doesn't track non-HMIS agencies. Christopher Sage asked if client entry into HMIS is voluntary. Annette replied that it is in order for a client to benefit from CoC or Emergency Shelter Grant (ESG) funds, they must comply with the HUD HMIS data requirements, and the Veterans Administration is moving toward similar HMIS standards. As more agencies use HMIS as a tool to track the homeless population, it allows the CoC to compile better data, facilitating a much clearer picture of the true homeless situation in our community.

Motion: Approve 2015 Draft AHAR if no substantial changes are made.

Action: Ellen Johnson

Second: Katherine Galian

Vote: Approved - Unanimous

B) Update: Year 8 of the 10-Year Plan to End Homelessness - Ms. Annette Evans

On November 24, 2015, Annette Evans shared the outcomes from Year 7 with the Washington County Board of Commissioners. She also shared the continuing plan for Year 8, to include legal clinics, standardization of community service rates, temporary emergency assistance for rising rents, obtaining funding for those housing projects lacking funds, and securing funding for affordable and low-income housing. Annette told the Board about the Luke-Dorf Housing Navigator Position, which has been pivotal in assisting Shelter Plus Care (SPC) clients in finding housing. The Board found the Housing Navigator concept to be an innovative way to

assist the vulnerable in their attempts to secure housing. Annette said the Year 8 Plan has been posted on the county website, and lists 6 goals and approximately 40 strategies.

Ellen Johnson asked if anyone has talked to the local jurisdictions regarding the United States Department of Justice (DoJ) determination that the criminalization of the homeless is cruel and unusual. She elaborated, saying the DoJ has determined it is unconstitutional for local jurisdictions to punish people for crimes such as sleeping on the sidewalks unless there is shelter space for each homeless person. She said local jurisdictions need to support beds, or they can't arrest those that commit crimes due to homelessness. None of the agencies represented have encountered these issues yet.

Ellen spoke to the need to standardize the conversion rate for community service, citing the amount of the current contract between Community Corrections and Washington County for the work done through community service versus the cost to the county if it instead hired employees to do the work; including benefits. The plan is to frame conversion standardization as a pipeline from the court system to the county benefit by providing low-wage workers. Ellen said Dennis Erickson is planning to talk to Community Corrections to determine whether it would be feasible to change the supervision and parole fees to be more in line with the HSSN and Workgroup recommendations. It wouldn't match with the courts, but it would be one step closer to the goal of standardizing the rate. One focus will be to review the actual cost of the court policy of maintaining the \$10 per hour rate. One direct consequence of a person not being able to complete the community service hours in the prescribed time is that it gets turned over to collections, which gives them another barrier and places them back in the system, requiring support. Another strategy is to compile best practices from a professor at the University of Cincinnati, and use that data to present this argument in a way that allows for the solution. Annette Evans said since the county wage and the BOLI (Oregon Bureau of Labor and Industry) rate are similar, it supports the validation of the desired conversion rate as the correct amount. Annette also said there is a plan to look at how much the Oregon Department of Revenue ends up paying for each dollar collected via these garnishments. Jennie Proctor suggested that if there is a sense that Community Corrections plans to adopt the proposed fees and/or conversion rate, it could make the argument stronger when it is presented to the courts again. Ellen responded that she believes it will take more than one department changing its conversion rate to enable this change. She added that there is a need to define the problem in a way that educates the public on the impact to the community resulting from the judges not changing the rate. Once this is talked about outside this group, there is a better chance to influence the judges. Ellen is willing to talk to community groups about the social and economic costs of the court's decision, and encourages others to do as well.

Ellen Johnson updated the Workgroup on the legal clinic. There have been two clinics so far, with three people served. She stressed that Oregon Legal Center (OLC) needs more referrals; the clinics are able to serve 8 clients, and they are not seeing that number. She said many people might not see their issues as being legal issues. She cited student loan debt, which could be consolidated or modified and turned into a positive instead of a negative. Annette Evans asked Veronica Clevidence to pull the data from Community Connect referrals to the legal clinic in order to review the demographics. Christopher Sage asked how people who have already come through the Community Connect system can be referred to the clinic. Katherine Galian replied that the case manager could assess the legal portion and make a recommendation. Ellen added that if someone calls with an urgent need, they can refer directly to her so they won't suffer from waiting. Ellen will send information as to how to allow current Community Connect clients access to the legal clinics, as well as basic information regarding services provided by OLC. [Update: On 1/19/16 the Oregon Law Center and Community Connect assessment staff met to clarify the questions and responses that constitute a good referral to the Legal Clinic. Changes were made to the assessment questions.]

C) HUD Release of Final Rule for Chronic Homeless Definition 24 CFR Parts 91 and 578, Docket No. FR-5809-F-01; effective date 1/15/16 - Ms. Annette Evans

Annette Evans announced that HUD has released the final rule for the definition of chronic homelessness. The major change in the rule is that when looking at the required 4 or more episodes of homelessness in 3 years, the cumulative months of homelessness need to be a minimum of 12 months with episode at least 7 consecutive nights in a non-homeless living situation. Annette reviewed how this change would affect the work of the CoC. Point in Time (PIT), Outreach and mobile assessment criteria need to be updated. Valerie Burton said referral to programs will be a much bigger barrier, because it's very difficult to get the required third-party verification of homelessness. Annette suggested designing the questions in such a way as to make it as easy as possible, and said it could be possible to leverage emergency shelter and transitional housing stays. Disability information needs to be collected at intake, though there is verbiage that should allow the documentation to be submitted prior to program entry.

Ellen Johnson asked whether there is a way for someone who doesn't have health care to get to a provider within 45 days for a diagnosis. Mona Knapp said for mental health issues, a clinician can give the diagnosis. Annette said Virginia Garcia Memorial Health Center became backed-up once the affordable care act went into effect, and she doesn't know their current wait time. Ellen asked how long it takes to get on the Oregon Health Plan. Valerie Bundy said it's a very slow process; Ellen added that this creates another barrier. Annette asked Lana Winnie how long it takes those referred to LifeWorks to receive a diagnosis, and Lana replied they try to keep to a two weeks access window. Luke-Dorf and Sequoia keep to that time frame as well; there is a federal guideline. Valerie Burton said the biggest barrier when working with mental health issues is for people to be willing to firmly identify that they have the disabling condition. Lana said there is a need to document the people coming through Community Connect who say they have no condition but are mentally ill. Katherine Galian suggested the assessor make a note at intake.

Annette said that CoC McKinney-Vento projects will be affected by this change, and documentation will be increasingly important. Project applications, assessments and intake forms will need to be updated, and the rule needs to be incorporated into policies. System-level changes need to happen. Veronica Clevidence will update HMIS and the CoC HMIS manual. Valerie Burton asked how this change will impact those referred to SPC prior to 1/15/16. Annette explained that intake occurs with the agencies. Housing only administers rent assistance, so when the client fills out the application, if they have the information required at that time, they are eligible. Once the agency agrees to take a client, the client is approved; submitting to Housing is just administration; however, she will check with HUD as it relates to homeless on wait lists for rent assistance; e.g. is there a length of time on a housing wait list that would change their homeless status.

Christopher Sage asked if the Veterans Administration will have to comply with HUD regulations to get the applicable vouchers. Annette said she will find out. Valerie Burton asked if less money would be awarded if the PIT shows fewer chronically homeless due to these new requirements. Annette responded that this CoC has reallocated funding to projects that comply with HUD's priorities, so she believes the PIT won't detrimentally affect the funding. Annette concluded by saying the elements of the CoC that are affected are outreach, the projects in the CoC, PIT, the Community Connect system, and HMIS. She asked that people let her know if there are any others.

D) FY2015 McKinney-Vento CoC Program Grant Application for \$3,219,775 has been submitted and is pending HUD award – Ms. Annette Evans

The belief is that the Government will be funded and able to work on applications. The CoC hopes HUD will award prior to end of February as project funding ends 3/1/2016 for some programs.

E) CoC Planning Calendar 2015/2016; Update as necessary – All

Annette Evans said we are halfway through the planning year. Project performance and auditing were recently evaluated during the creation of the NOFA (Notice Of Funding Availability) application, and she monitored the CoC projects in June, July and August. Annette said she will try to conduct 2016 monitoring visits in the Spring. The final task on the calendar for today is to evaluate HMIS implementation with regards to bed coverage, data quality, and policies and procedures. Annette said this would be more useful once the system-wide changes are implemented, and asked Veronica Clevidence when HMIS would be updated with these changes. Veronica replied that there isn't a set date yet, but it's expected to be in place very soon; hopefully in January.

Annette said there will be two guest speakers at the January 2016 HSSN meeting; Amanda Elegant, a Registered Nurse who has done research on health connections with homelessness and housing, and Neal Lydon from Volunteers of America National Services. Annette asked if Ellen Johnson was still willing to speak to the HSSN regarding OLC, with a date to be scheduled. Katherine Galian asked to add the Oregon State Emergency Solutions Grant (ESG) from Community Action to March 2, 2016. Valerie Burton asked if it would be helpful to have someone from Oregon Department of Human Services (DHS) speak to the imminent changes in the Supplemental Nutrition Assistance Program (SNAP). Annette said she has coordinated with DHS to keep the HSSN apprised of the changes. She summarized, explaining that starting January 1, 2016, able-bodied recipients of SNAP benefits will be asked to provide proof of employment in order to retain benefits. Previously, the State of Oregon was able to waive this federal requirement because of the high unemployment rates throughout the state, but as those rates have dropped in Washington and Multnomah Counties, the waiver no longer applies to the two counties. If a person works 20 hours or more, they are eligible for an extension of benefits, and if they work 30 hours or more, their benefits stay intact. Annette confirmed there are a few exceptions to the rule; such as seniors, people with disabilities, students, and those caring for children. This rule applies only to single individuals and families without children. Molly Taylor will update the HSSN monthly.

IV. WORKGROUP MEETING SCHEDULE – SAVE THE DATE

Friday, February 12, 2016
Friday, April 8, 2016
Friday, June 10, 2016
Friday, August 12, 2016
Friday, October 14, 2016
Friday, December 9, 2016

Motion: Adopt the 2016 HSSN Workgroup Meeting Schedule as presented.

Action: Katherine Galian

Second: Marcia Hille

Vote: Approved - Unanimous

V. ANNOUNCEMENTS AND OPEN DISCUSSION

- Annette Evans announced that the new parking passes need to be displayed in the car windshield to use the two-hour parking.
- Katherine Galian announced Karen Elings is the new Grants Manager for Community Connect.
- Ellen Johnson announced OLC has accessed more financial resources and was able to hire back two positions lost years ago; one lawyer for employment law and one for public benefits.

She said if anyone has a client with a legal issue, don't hesitate to call OLC. Ellen will share information with the group.

- David Pero announced Annie Heart from Family Promise was at the last Homeless Education Network meeting, and was working on getting Tigard and Beaverton churches involved in the Severe Weather Shelter system. David said Forest Grove now has beds available every Monday, Tuesday and Wednesday at Forest Grove United Church of Christ and Sunrise.
- Christopher Sage announced Rick Stoller retired, and Salvation Army is seeking to fill his position.
- Valerie Bundy announced Monika's House and Mary Mac House are both completely full. Ellen Johnson asked if there is a record kept of those turned away. Valerie said it's about 80 people per month.
- Mona Knapp thanked Annette Evans for her vision and leadership. She said there was a lot of turnover at Luke-Dorf, and they are looking for a Housing Director and a Trainer. She also said Luke-Dorf has a North Star program in Multnomah County that works with people who have mental health issues. The program is work-focused, and involves a work-ordered day. She encouraged those present to send over clients who might be interested in this type of program. They now also have a culinary unit, a Clubhouse International model for food service.
- Marcia Hille announced Sequoia will probably be getting prevention funds from the State of Oregon for those with Severe and Persistent Mental Illness. Luke-Dorf is also receiving some of these monies. The main goal is to launch clients into sustainable housing from psychiatric placement.

VI. ADJOURNMENT

The meeting adjourned at 10:23 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.