HOUSING and SUPPORTIVE SERVICES NETWORK (HSSN) – The CoC
CoC Board Special Meeting
Friday, September 8, 2023 - 10:00 am – 11:00am

Join Zoom Meeting: https://us02web.zoom.us/j/89625661777?pwd=eHJEclZPa2crR2o3UDZnSXZoV3MyUT09
Meeting ID: 896 2566 1777 | Passcode: 358556 Phone/Call-In: +1 253 215 8782 US (Tacoma)

AGENDA

HSSN Chair: Katherine Galian
HSSN Co-Chair: Charlie Voss-Flowers

I. **I**ntroductions and Agency Announcements (10:00 am)
    Roll call.

II. Public Comment (10:05 am)

III. Minutes (10:10 am)
     Board Action: Approve CoC Board meeting minutes for August 11, 2023.

IV. Business Items: (10:15 am)

     CoC Project Rating and Ranking – Kris Smock
     A) Introduction and Overview
     B) Review Project Ratings
     C) Determine Ranking and Tiers
        Board Action: Approve the Project Priority Listing, and authorize the
        Collaborative Applicant to notify applicants of the CoC Board's decision to accept
        or reject their applications.
        Board Action: Approve submission of the 2023 CoC Consolidated Application,
        Project Applications and Project Priority Listing to HUD following the public
        comment period.

V. Adjournment (11:00 am)

Future Meeting Schedule:
- Friday, October 13, 2023; 8:30am – 10:00am
- Friday, December 8, 2023; 8:30am – 10:00am

The CoC Board meeting is open to the public, with the agenda online. Please direct comments to cocinfo@washingtoncountyor.gov.

CoC BOARD MEETING MINUTES
Virtual Meeting via ZOOM
August 11, 2023, 8:30 a.m.

COC BOARD MEMBERS PRESENT
- Baker, Vernon – Just Compassion EWC
- Buonocore, Michael – Housing Authority of WC
- Cohen, Megan – City of Beaverton
- Downen, Lindsay – New Narrative
- DSouza, Deanna – Worksystems, Inc.
- Ezell, Kim – City of Tigard
- Galian, Katherine – WC Housing Services
- Garcia-Gomez, Abelmar "Abel" – Hillsboro SD/HEN
- Gawf, Mandy – City of Hillsboro
- Hille, Marcia – Sequoia Mental Health Services
- LeSage, Amy – Cascade Aids Project
- Logan-Sanders, Andrea – Boys & Girls Aid
- Money, Rose – Family Promise – Tualatin Valley
- Studer, Hannah – Bridges to Change
- Thomas, Lauren – WC Office of Community Dev
- Voss-Flowers - CPAH

COC BOARD MEMBERS ABSENT
- Calvin, Mellani – ASSIST Program
- Cardwell, Shawn – Forest Grove Foundation
- Grant, Bambi – WC Community Corrections
- Lopez, Nansi – Centro Cultural, Latino Policy Council
- Peel, Rick – Oregon Law Center
- Rose, Dixie – Homeless/Formerly Homeless Consumer
- Smith, Gary – US Dept. of Veteran Affairs
- Taylor, Rowie – DVRC
- Teifel, Gordon – Families for Ind. Living/DEAR

OTHER ATTENDEES
- Dockery, Katie – WC Housing Services
- Fellger, Vara – WC Housing Services
- Negrete, DeAnna – WC Housing Services
- Romero-Gonzalez, Lyndi – WC Housing Services
- Skriver, Heather – WC Housing Services
- Linza, Katie

HSSN Chair: Katherine Galian, WC Housing Services
HSSN Co-Chair: Charlie Voss-Flowers, CPAH

Katherine Galian called the meeting to order at 8:33 a.m.

I. Introductions and Agency Announcements
- Lauren Thomas announced Washington County's Office of Community Development will begin working on renewal applications for CDBG, ESG, and HOME. The HOME American Rescue Plan application cycle just closed and will be reviewed with hopes of bringing some new projects online.
- Abel Garcia-Gomez announced the Hillsboro School District Homeless Education Network (HEN) team is returning from summer break next week. The Beaverton School District will be returning the beginning of September.
- Hannah Studer announced Bridges to Change has officially launched their first women's stabilization home in Hillsboro. This is a low barrier home for female identified community members in Washington County. Referral information is available on their website.
- Mandy Gawf announced City of Hillsboro is opening their Community Services grants on August 21 with a focus on housing stability.
- Megan Cohen announced Washington County has issued the RFP for qualified SHS providers for Beaverton's year-round shelter. The RFP closes in about a month.

II. PUBLIC COMMENT
No public comment.

III. APPROVAL OF MEETING MINUTES
Action: Approve CoC Board minutes for June 9, 2023.
Motion: Vernon Baker
Second: Lindsay Downen
Vote: Approved, unanimous.

IV. BUSINESS ITEMS

A. 2023/2024 Annual Work Plan - Katherine Galian

Katherine reviewed the key data points that guided actions incorporated in the 2023/2024 Annual Work Plan which included the significant decrease in chronic homelessness across the region due in part to the increase in housing inventory over the past couple of years; the increased inventory of rapid rehousing and permanent housing driving the reductions in both sheltered and unsheltered homelessness; the significant rise in households exiting to permanent housing over the past few years. Funding for this increased capacity comes from Metro's Supportive Housing Services (SHS) measure, the Governor's executive order, and HUD's Continuum of Care (CoC). The FY2023/2024 Annual Work Plan incorporates several plans including *A Road Home: Community Plan to Prevent and End Homelessness*, Washington County's Consolidated Plan, SHS Program's Local Implementation Plan, and the Governor's *All In* regional plan, all of which share common system values. Katherine reviewed the equity and system improvement goals and the strategies identified to achieve them. She also reviewed the capacity goals for emergency shelter, outreach and access, rapid rehousing, permanent housing and permanent supportive housing and special projects and other system supports.

Marcia Hille inquired whether reporting for the previous plans will remain or does this new plan supersede those plans.
The other plans still remain and the reporting is still required for all of them except for *A Road Home* as this new plan provides the reporting for that portion.

Michael Buonocore inquired of the opportunities in place to bring individuals from other cultures to provide more support than was previously available.
The strategy is to provide capacity building grants to all of the culturally specific providers that are serving the community. There will also be similar capacity building grants to at least 75% of all other partners as well.

Vernon Baker emphasized the importance of allowing time for the current plans to reach their outlined goals and be successful, in light of the leadership and system changes coming forth in the county.

B. MAC G/LC3 Update - DeAnna Negrete

The LC3 process includes the development of a ByName list of individuals at each location, provide extensive case management, and build a housing plan to move people toward housing. The LC3-Hwy 47 in Forest Grove identified 52 individuals for the ByName list with an average age of 39 and the majority identifying as male. From these, 5 were housed, 2 self-resolved, 23 have been placed in shelters and 17 have active shelter referrals for their preferred shelter type. The Encampment Management Program decided to close the Highway 47 encampment with the start of the Time, Place, Matter (TPM) ordinance. The LC3-Tigard (Brown Natural Area) activation period has just ended. The location currently has 24 individuals on the ByName list with an average age of 44 and a majority identifying as male. So far, 1 household has been housed, 5 are connected to a housing program, and 15 have been connected to shelter. The average length of time homeless in this location is about four years with most becoming homeless at the start of the pandemic in 2020. The process for the next location in downtown Beaverton begins August 14 and the Shute Park area in Hillsboro will begin October 2. The needs and supports identified though the activation of these locations are behavioral health, medical support, and animal services.

Katherine shared the Tigard outreach teams have indicated the LC3 system is working well and people are moving through the housing process quicker than anticipated.

Mandy Gawf requested that an LC3 overview be presented to the different departments within the City of Hillsboro prior to the start of their activation date.
DeAnna Negrete will reach out to set up a meeting.

Mandy Gawf inquired about flexibility to the identified locations for the LC3.
The outreach teams experienced difficulties when locations are widespread and plan for them to be more confined but not limited to one area like a park. The LC3 engagement phase will include conversations with stakeholders about locations.

C. **HMIS Data Quality Plan – Heather Skriver**
Washington County is nearing completion of their HMIS Data Quality Plan which defines data quality, documents how that data will be monitored, and provides standards. It also outlines the roles of different players within the HMIS system. Data quality refers to how accurate and reliable data is in the system especially as it relates to reporting and system operations. The quality of the data input into the system is directly related to the accuracy of the reports that are distributed to various entities that could impact future funding. This also affects the day-to-day operations that affect case managers and individuals who may not be placed appropriately or be shown as eligible for programs. The data quality plan outlines the requirements for a variety of data elements. This includes HUD elements, Washington County specific data, project descriptor data, and federal partner program data elements. The standards align with the 2024 HUD standards and will be modified as they are updated.

Lyndi Romero-Gonzalez shared the five components that define the data quality as timeliness, completeness, accuracy, consistency, and workflow adherence. These include measurable goals that can be tracked to assist providers in meeting their contract expectations within programs. The data quality standards are closely related which include timeliness, completeness, accuracy/visibility, and data entry workflow adherence. As part of the plan, data will be required to be entered into HMIS within three business days to prevent inaccuracies and maintain an error rate goal of less than five (5%) percent. These standards will assist in achieving the goal of providing the most accurate data possible. The data quality monitoring plan establishes a monthly schedule for monitoring data quality with specified data quality reports. Agencies with a Quality Assurance position will be trained by the Washington County HMIS team to run and submit their own reports to maintain quality data. The Washington County HMIS team will continue to assist those agencies without a quality assurance position to run reports in alignment within the scheduled deadlines.

<u>Action</u>:	Approve Washington County's Data Quality Plan
<u>Motion</u>:	Lindsey Downen
<u>Second</u>:	Marcia Hille
<u>Vote</u>:	Approved, unanimous (10 votes during meeting, 4 via email)

Marcia Hille inquired whether contracts will be issued to agencies for the quality assurance positions.
The Quality Assurance positions are included in the multi-component contracts that are being distributed to SHS providers.

Andrea Logan-Sanders inquired of training for the quality assurance position.
Yes, training will be provided.

D. One Governance DRAFT Bylaw Review – Vernon Baker, TAG

The One Governance Transition Advisory Group (TAG) convened in July to review the initial draft bylaws and naming process proposal. In the August/September timeframe, the draft bylaws will be reviewed by the CoC Board, HSSN and HPAC to get their feedback and a naming event will take place to name the new governance body. In mid-October the recruitment and selection process will take place and in December the Board of Commissioners will provide the final approval of the governance structure, bylaws, and member appointments. The new governance body is expected to be in place in January, 2024. Today, the CoC Board will be reviewing the draft Bylaws to provide initial feedback. A final CoC Board vote to recommend the final Bylaws to the BOC will take place at the October 13 meeting. Vernon shared, the Bylaws define the structure, scope, and authority of the entire homeless system governance structure and the governance body is temporarily named the Homeless Advisory Board (HAB). The membership on the Board will include 9-15 members with 3-year terms, serving up to two terms. There will be a diversity of demographic and geographic representation and include two persons with lived experience and a diversity of expertise. The Washington County Boards and Commissions system will be utilized for the recruitment process and a temporary workgroup will be convened to review applications and provide recommendations to the HAB. The HAB will then approve recommendations to the Board of Commissioners who will then make the appointments. This new governance structure includes the HAB which will provide the overall oversight of the homeless system and answer to the BOC. The bulk of the work will be within the standing committees, temporary workgroups and community membership and convenings. The standing committees will include a Lived Experience Advisory Committee, Performance Evaluation Technical Sub-Committee, Equitable Procurement Technical Sub-Committee, HMIS Technical Sub-Committee, and the Community Connect Technical Sub-Committee. The temporary work groups will be established according to specific projects as they arise, and the community and stakeholder convenings will include the HSSN, Homeless Youth Forum and other convenings as needed.

Katherine asked board members to take the time to read through the draft Bylaws in detail and provide their feedback before the vote at the October 13 meeting. Vara reminded everyone the HUD guidelines for managing and operating a CoC were provided as a reference.

Marcia Hille asked if this new governance will take the place of the existing bodies that provide direction like the CoC Board.
Katherine confirmed the new governance structure will take the place of the existing bodies to consolidate and streamline the process. CoC members were encouraged to continue to be involved in the new governance structure within the committees that would be most applicable.

E. NOFO Update – Katherine Galian

Katherine reported, two applications presented their projects at the August 2 HSSN meeting. The Washington County Health and Human Services project received the highest score and will move forward in the CoC Bonus funding category. Rating and ranking of new and renewing projects will take place at the September 8 Special CoC Board meeting,.

V. ADJOURNMENT
The meeting adjourned at 9:58 a.m.

Minutes prepared by Michelle Rubio.