

A Home for Everyone (HFE) Coordinating Board

Meeting Minutes – July 1, 2015

Facilitated by: Initiative Director and Co-chairs

Prepared by: Carrie Young; Reviewed by: Jurisdictional Staff Members

Members present: Michael Anderson-Nathe, Rihana Ansary, Carolyn Bateson, Ed Blackburn, Stacy Borke, Beth Burns, Mary Carroll (Chair Kafoury rep.), Julia Delgado, Jillian Detweiler (Mayor Hales rep.), Rene Dubois, Christine Lewis (Commissioner Bailey rep.), Michael Parkhurst, Andrew McGough, Matt Morton, Art Rios, Sr., Ian Slingerland (Michael Buonocore rep.), Cheryl Thompson, Derald Walker, Joe Walsh (Councilor Echols rep.), Bobby Weinstock (Susan Emmons rep.), Jill Weir (Jean DeMaster rep.), Marisa Zapata. **Staff:** Rose Bak, Jennifer Chang, Sally Erickson, Debbie Fox, Torrey Giaquinta, Caitlin Harrington-Smith, Liv Jenssen, Javier Mena, Annie Neal, Bimal RajBhandary, Wendy Smith. **Guests:** Ruth Adkins, Tony Bernal, Kris Billhardt, Anna Cale, Jim Crowell, Mark Fagerstrom, Janet Hamilton, Jes Larson, Shasta Leming, Samantha Ridderbusch, Patricia Rojas, Tawna Sanchez, Shannon Singleton, Becky Straus.

Agenda Item	Discussion Points	Decision/Action
<p>Welcome, Introductions, Approval of Minutes, Directors Report, and Solicitation of New Board Members - Matt Morton, Co-chair</p>	<p>Co-chairs called meeting to order and commenced introductions. Minutes were approved by consent.</p> <p>Marc reported that the Director's Report that was sent out via e-mail is a new idea, so feedback is very welcome.</p> <p>Marc also reported that the HFE Executive Committee meet on June 30, 2015 and approved the following: (1) Pending their applications, the Executive Directors of Urban League and JOIN will be appointed to the Coordinating Board and Metro Councilor Sam Chase will be appointed to the Board. (2) To solicit applications to refill the Coordinating Board positions for the third community representative and an individual with private sector housing development or small business experience. (3) To solicit applications for one additional Board position representing faith-based services, criminal justice/reentry and domestic violence. Staff will present the candidates for appointment at the September Executive Committee meeting. The Executive Committee also approved, pursuant to authority granted by the HFE Charter, to recognize Legal Services and East County/Gresham as additional stakeholder groups needing representation on the Board and, if necessary, to solicit applications for up to one additional Board member in each category. Look for the solicitation for applications on the HFE Facebook page.</p>	
<p>Public Comment - Matt Morton, Co-chair</p>	<p>Jim Crowell shared that e-TECH's mission is to provide the highest quality environmentally-friendly shelter at the lowest possible price to the greatest number of people. He further shared that e-TECH has partnered with the IKEA Foundation to create war and hurricane relief shelters. Jim reported that proposals have been sent to the City and the County for lowest cost durable shelter for transitional housing/villages for people experiencing homelessness. More information can be found on the website at http://www.e-techgreen.com.</p>	

<p>Data, Dashboard and Homeless Management Information System (HMIS) Protocols - Marisa Zapata, Portland State University - Wendy Smith, Portland Housing Bureau</p>	<p>Marisa presented the board with an update of the HFE Monitoring and Evaluation Team subcommittee. The presentation reviewed monitoring versus evaluation, the need for a monitoring plan and upcoming work for developing a monitoring plan, the metrics under consideration for this plan, and the next steps of the subcommittee.</p> <p>Wendy presented the board with an overview of the HUD requirements for Homeless Management Information Systems (HMIS) documentation that the Portland Continuum of Care (CoC) must adhere to, as set forth in the CoC Program interim rule section 578.7. She reviewed the five requirements, two of which have been successfully addressed. Wendy reviewed the HUD Technical Assistant (TA) findings and what the next steps are to ensure adherence to the CoC requirements. Members were provided the following proposed interim documents: (1) Memorandum of Understanding (MOU) between A Home for Everyone Coordinating Board (CoC for Portland/Gresham/Multnomah County) and Portland Housing Bureau (HMIS Lead), (2) Policies and Procedures, (3) Community Data Standards, and (4) Data Expectations and Exceptions. It is proposed that the Board accept these documents as interim and allow the HFE Data Management committee to work on updating the documents over the next six months in order to bring the CoC in compliance. Marc added that the Board would vote on this at the August meeting and in the meantime Board members should review the documents and provide feedback to Wendy.</p>	<p>Board members to review the documents provided to address HUD findings and provide feedback to Wendy.</p>
<p>Addressing Homelessness in Communities of Color - Patricia Rojas, Catholic Charities of Oregon - Julia Delgado, Urban League of Portland - Tawna Sanchez, Native American Youth and Family Center</p>	<p>Marc reported that representatives of culturally specific providers working in the African American, Latino, Native American, Asian and Immigrant & Refugee communities have been asked to share what the most urgent short-term and long-term actions are that should be taken to address homelessness in the communities they represent.</p> <p>Patricia shared that Catholic Charities El Programa Hispano provides culturally specific wrap-around social services for the Latino community. Part of those services are homeless services as well as eviction prevention. She shared the following points and ideas with the board:</p> <ul style="list-style-type: none"> • Flexible resources/funds for the individuals and families with little or no access and/or the highly marginalized segment of the Latino population (i.e. immigrant and undocumented population) • Accessible and flexible resources/funds for individuals and families that are doubled/tripled up • Refine/redefine the definition of homelessness, so that it is not exclusive and is more inclusive of the actual population experiencing homelessness. • Get out into the community and reach out to faith based organizations, parishes and churches, where the Latino homeless community is being seen and aided. • Open doors or at least the ability to gather data from other systems that are seeing/serving the individuals or families that are excluded from mainstream services. 	<p>Marc and staff to follow-up with IRCO and SEI for specific guidance and direction.</p>

- Need for units to place high barrier clients in.
- Landlords may have unreasonable expectations and discriminatory practices.
- As the community further aligns resources and systems, a very distinct population of people is excluded. Recommended system alignment pieces be analyzed, that resources be flexible and available, and allocated/directed to those that have little or no access.
- Investments that would have the largest immediate impact in the Latino community is housing resources.
- Need for a creative way for creating sustainable housing for the Latino community and other communities of color.
- Have a strategy in place with the creation of new affordable housing that is tied to equitable policies that reflect the needs of communities of color.

Julia reported that the Urban League of Portland has seen homelessness go up 75% in the youth program over the past three years. They count homelessness in the broader definition that includes housing unstable (doubled/tripled up and shelter). In the workforce program 50% of the clients are experiencing homelessness. Julia shared the following topics and ideas:

- Clients report facing discrimination from mainstream organizations or people of color are more likely to be excluded from shelter because of behavioral problems or personality conflicts
- Units to place clients with persistent barriers to housing that may include felony backgrounds or a record of eviction
- Need funding/capacity to provide culturally specific services and personal advocacy
- Need for agencies to have direct connection to provide clients with access to crucial resource/service
- Flexible resources for eviction prevention for doubled/tripled up
- More funding for effective programs such as SEI and PCRI
- Have a sustainable fund for affordable housing stock

Tawna shared the following issues and ideas:

- Flexible resources for eviction prevention for doubled/tripled up
- Unstable housing can lead to poor education, which leads to few/no opportunities (need to stop the cycle of instability)
- Lack of trust in education, legal, and social system
- Need for funding/capacity to provide trauma informed, long-term, culturally specific services and personal advocacy, and more specifically someone to walk client through the system and beyond
- Redefine the definition of homelessness to include the doubled/tripled up
- Need for more resources/funding for seniors

	<p>Board members discussed the following direction and actions:</p> <ul style="list-style-type: none"> • Resources for policy and advocacy • Increase rent subsidies (10% increase per year) • Resources for capacity to walk clients through solutions • Build capacity at culturally specific providers • Invest in homeownership • Culturally specific providers working directly with community • Agencies hires staff from communities of color • Accept standard definition of homelessness to include doubled up • Jurisdictional staff review HFE Action Plans and prioritize with discussion at this meeting • Strengthen partnership with schools • Incentives for private developers of affordable housing • Revisit provider staff to client ratio expectations, and support for staff to avoid burnout • Capture who is missing/more comprehensive assessment (example: undocumented immigrants) • Strong culturally specific link in discussions about health and mental health strategies 	
<p>Workgroups and Next Meeting - Marc Jolin, Initiative Director</p>	<p>Marc reminded that board members to consider participating in the ongoing and re-started work of the HFE sub-committees. Also, board members will be invited to provide input to an ad-hoc charter review group; HUD requires the charter to be reviewed annually and that will occur at the August and/or September meetings so that any amendments can be presented and approved at the Executive Committee's September meeting.</p>	<p>Members to consider participating in HFE workgroups.</p> <p>Staff to invite members to provide charter review input.</p>
<p>Rating and Ranking Approval - Jennifer Chang, Portland Housing Bureau</p>	<p>Marc announced that this is the part of the board's work where any person representing an organization that either receives or may receive funding under the NOFA is prevented by HUD conflict of interest rules from participating in the discussion. Board members who are conflicted could excuse themselves or remain, but stay silent for the last agenda item.</p> <p>The board's Resource Advisory Committee (RAC) developed rating and ranking criteria for this year's HUD NOFA, which was expected to be released any day. The board is being asked to formally endorse the committee's recommended criteria. The proposed rating and ranking criteria was circulated to un-conflicted board members. This year, staff and the RAC developed a rating and ranking with two parts. Part one would be a scored section based on HUD criteria and HFE priorities; projects would be scored in five categories based on those criteria and priorities. Part two is a supplemental criteria section that adds and expands criteria based on better alignment with</p>	<p>Motion to approve 2015 CoC Project Rating and Ranking Framework. All in favor.</p> <p>Motion to designate RAC with authority to finalize the process for new bonus project selection, and to select the CoC's</p>

	<p>local priorities. Although part two will generate a score, it will not be counted in the rating and ranking for 2015. The RAC will review responses and scoring, and provide analysis back to the board to inform future processes and criteria to include next year.</p> <p>HUD has indicated that there will be funds available in 2015 for new permanent housing bonus projects serving chronically homeless individuals and families. RAC members desire this year's process to advance the HFE priority to achieve greater racial equity, particularly in light of the known disproportionate over-representation of communities of color among people experiencing homelessness.</p> <p>The following two recommendations were proposed to the board for approval:</p> <ol style="list-style-type: none"> 1. Approve the 2015 CoC Project rating and ranking framework, which includes: <ol style="list-style-type: none"> a. Approving the 2015 draft rating and ranking framework and associated decisions related to inclusion of renewal projects in the 2015 NOFA CoC application. b. Authorizing PHB staff (as CoC applicant) to conduct the 2015 CoC Rating and Ranking process; provide preliminary ranked list to RAC members for review and analysis. c. Authorizing RAC to approve the ranked list of projects; analyze parts one and two, and provide a summary back to the board. 2. Authorize the RAC to develop and implement the 2015 bonus project selection process, including outreach, developing the solicitation and selecting the final bonus project(s) to include in the 2015 CoC application. 	<p>new bonus project(s). All in favor.</p>
<p>Closing Comments/Next Meeting - Marc Jolin, Initiative Director</p>	<p>The next meeting will be Wednesday, September 2, 2015, from 2:00-5:00pm. Meeting is adjourned.</p>	