

**A Home for Everyone (HFE) Coordinating Board
Meeting Minutes – April 1, 2015**

**Facilitated by: Initiative Director, Marc Jolin
Prepared by: Carrie Young; Reviewed by: Jurisdictional Staff Members**

Members present: Michael Anderson-Nathe, Commissioner Jules Bailey, Carolyn Bateson, Israel Bayer, Stacy Borke, Michael Buonocore, Shannon Callahan (Commissioner Saltzman rep.), Lee Po Cha, Jean DeMaster, Jillian Detweiler (Mayor Hales rep.), Alexa Mason, Andrew McGough, Victor Merced, Matt Morton, Art Rios Sr., Martha Strawn Morris, Cheryl Thompson, Derald Walker, Joe Walsh (Councilor Echols rep.), Bobby Weinstock (Susan Emmons rep.), Sara Westbrook. **Staff:** Jennifer Chang, Ryan Deibert, Rachael Duke, Sally Erickson, Debbie Fox, Torrey Giaquinta, Liv Jenssen, Christine Lewis, Anna Plumb, Bimal RajBhandary, Wendy Smith. **Guests:** Rebecca Bacon, JJ Bailey, Tony Bernal, Liora Berry, Becky Byers, Anna Cale, Alex Glover, Raphael Goodblatt, Bruce Graham, Janet Hamilton, Jose Ibarra, Dr. Shane Kinnison, Shasta Leming, Susan Madar, Maggie McOmie, Thomas Edward Mullen, Kathryn Notson, Richard Rubin, Barry Joe Stull, Charlie Wentworth, Robert White.

| Agenda Item | Discussion Points | Decision/Action |
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| <p>Welcome, Introductions, Review of Minutes and Election of Co-Chairs - Marc Jolin, Initiative Director</p> | <p>HFE Initiative Director Jolin welcomed everyone and introductions were made.</p> <p>Marc Jolin noted that minutes are a consent item. No changes needed and approved.</p> <p>Matt Morton and Stacy Borke have agreed to a one year term as Co-Chairs of the board.</p> | <p>Motion to approve Co-Chair nominees Matt Morton and Stacy Borke. All in favor.</p> |
| <p>Public Comment</p> | <p>JJ Bailey shared that there should be a smaller goals to achieve, so they [people experiencing homelessness] don't fail or see it as too much too handle and don't try, giving them wins in their pocket to keep going. Also, shared that one type of housing or idea does not fit all and there should be various options; ask what each person needs.</p> <p>Richard Rubin asked what can an individual do to find a safe place off the streets. He is currently on two waiting lists and stated that waiting lists are not a solution. He shared that there should be more services for the economically/professionally displaced seniors and that house/home-sharing should be re-established.</p> <p>Becky Byers shared she is currently living in Jean's Place, has never been homeless before and didn't realize the obstacles, which can range from domestic violence, evictions, criminal backgrounds, mental health, addiction, etc. that prevent or stall people from being housed. She reported that most people do not know how to navigate the system in order to find housing or a safe place off the streets. She suggested that there needs to be a mentoring program or an agency that helps people jump through the hoops and navigate the system, and this can be a volunteer organization. Need an easier and appropriate way to engage people who want to get involved.</p> | |

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| | <p>Robert White shared past experiences, and expressed that there should be more awareness about mental health issues. He stated that there should be hygiene stations for people and there is a lack of services and ideas. He shared a three step process; accept homelessness, get people into housing, and know more about people (find out why they get upset). He said that unless people are ready for housing it is not going to work.</p> <p>Maggie McOmie read an excerpt from <i>No Room of Her Own</i> by Desiree Hellegers that presents the perspective of a woman who experienced homelessness. She shared that people need a house first, the stress of being out on the streets is one reason people are drinking and doing drugs, and if they have housing they can achieve stability and sobriety.</p> <p>Rebecca Bacon is a PSU student who has been homeless and she shared her experiences with JOIN. She shared her idea that we ask housing developers that don't offer low income housing to donate 5-10+ units in the complex for homeless households and they can use it as a write off. She also shared that the community needs to be more involved, and there needs to be more mental health facilities and places for youth.</p> <p>Barry Joe Stull shared some of his past experiences with the police and court systems. He also reported that Home Forward provides a referral list that includes PCRI. He reported that PCRI has been keeping affordable housing stock, a 5-plex Kafoury Court at 4066 NE Grand Ave, vacant for over three years, while seeking funding.</p> <p>Stacy, co-chair, thanked everyone for their comments and commented that it takes courage to speak about personal experiences to a group. She also shared that Coordinating Committee to End Homelessness (CCEH) meetings convene on the third Wednesday of every month, from 2:00 to 4:00 pm at the Bud Clark Commons, 1st Floor Multi-Purpose Room, 650 NW Irving Street, in downtown Portland. CCEH is a great forum to continue these conversations and everyone is welcome.</p> <p>Art Rios Sr. shared that the CCEH Steering Committee is working to have meetings that specifically elicit consumer feedback to be brought to the Coordinating Board. The first of those meetings will be held on April 22, 2015 from 7:00 to 9:00 pm at the Family Winter Shelter at 16141 E. Burnside. If there are specific topics or suggested groups that should be included in these talks please contact Marc Jolin or Jennifer Chang.</p> | |
| <p>Veterans Action Plan Status - Sally Erickson, Portland Housing Bureau</p> | <p>In January, the Board and Executive Committee adopted the HFE Veterans Action Plan to end Veterans' homelessness in our community by the end of this year. Sally shared that in order to achieve this goal Operation 424, the Veterans workgroup, has estimated that it would mean housing 75 Veteran households per month, 25 of whom will be chronically homeless. Current data</p> | |

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| | <p>reflects that 60 Veteran households per month, 25 of whom are chronically homeless are being housed. Operation 424 is doubling efforts, and a core group is meeting bi-weekly to leap barriers. Currently there is work toward a one week Veterans' name registry so there is a list to work from, a strategy that has worked well for other communities. An information and training session for service providers will be held at the Portland Housing Bureau on April 20th from 10:30 am to 12:30 pm. The Veteran's registry week will be held at the end of May followed by a 100 day housing blitz from July until September.</p> <p>Cheryl Thompson announced that Lew Frederick, State Representative, House District 43, State Representative, House District 43, as well as Amanda Hess from State Senator Chip Shields' office and Jonathon Ostar from OPAL Environmental Justice Oregon will share legislative updates from the 2015 Session and discuss Oregon Inclusionary Zoning Coalition and other strategies to prevent displacement and improve housing affordability. She invited everyone one to join her tonight at the Northeast Coalition of Neighborhoods from 6:30 to 8:30 pm at 4815 NE 7th Ave.</p> | |
| <p>Shared Data - Wendy Smith, Portland Housing Bureau</p> | <p>Wendy Smith shared the proposal to engage in a partial or limited data sharing environment for data collected on ServicePoint, our Homeless Management Information System (HMIS) in the community with no additional cost. She highlighted that ServicePoint is HIPAA-compliant, HUD-compliant, and fully encrypted. Participants will only need to provide basic information once, and will maintain control of their data through shared release of information forms. Data sharing will enable agencies to have access to data on participants served by other agencies, and will support the community in becoming more aligned with Federal requirements. As a broader system, there will be the capacity to collect more comprehensive data to better understand the number of people and types of services accessed in the community. Wendy shared the next steps if the board approves data sharing in our community and opened the floor for questions.</p> <p>A member asked what the definition of a provider is [that would have access] and who will have access to the data. Providers that have an agency participation agreement with PHB and engaged in the data sharing requirements will be able to access the shared data. No third party can access the data; not law enforcement or other federal agencies.</p> <p>Co-chair Morton asked Wendy to share examples of information that will not be shared. Some examples were, case notes, medical history, legal history, and any kind of provider incident history would not be shared.</p> <p>A member asked about the system's information security or assurances against threats, specifically against being hacked. ServicePoint has been in the community since 2004 and is vendor hosted. In addition to regulatory security, there is a second level of security called private key infrastructure</p> | <p>Motion to authorize proposed plan for limited data sharing in the community. All in favor.</p> |

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| | <p>(PKI) and the data is double encoded, making threats less likely. Also, there is a security agreement with the provider to monitor for threats.</p> <p>Co-chair requested a motion for the board’s endorsement to support data sharing in Multnomah County for all homeless assistance and anti-poverty service providers and allow for movement to the next steps.</p> | |
| <p>Executive Committee Report & Requests of the Board - Commissioner Jules Bailey, Multnomah County - Marc Jolin, Initiative Director - Ryan Deibert, Portland Housing Bureau</p> | <p>Commissioner Bailey shared that the presentation on “Scaling Response to Need” by Ryan Deibert, at the March Executive Committee was an impactful and helpful frame to help think about how to move forward. The Executive Committee had a robust discussion around the model and its implications and what it means. There was discussion about the need, now, for action and a concerted investment. Then a need, over time, to transition to a model concentrated on homeless prevention, with the cost savings and the effectiveness prevention that can be found. The Executive Committee voted to accept the recommendations from the four HFE Action Plan Workgroups. The Executive Committee expressed their gratitude for the work and the thoroughness of what was presented. Commissioner Bailey reported that there is already discussion at the county around how, in short order, to act upon those recommendations and what the division of responsibility is in how to move forward.</p> <p>Michael Buonocore, echoed the Commissioner’s thoughts about the presentation and added that it is a different and better way to look at this issue.</p> <p>Members were provided a summary of the resource requests by fiscal year from the five workgroups’ action plans. Marc reported that there is discussion at the county and the city about resources needed for this fiscal year. Members were also provided a handout that summarizes policy recommendations from the five action plans. Marc further reported updates from the March Executive Committee meeting and conveyed that the Executive Committee has requested that the Coordinating Board prioritize the recommended polices that will have to be in place to make the proposed investments effective. Executive Committee also had a keen interest in the overlap between mental health services and homeless services. The Executive Committee also understood that solutions will require more resources for services, prevention and affordable permanent housing than are currently available, and also wanted to see a plan to increase the capacity to prevent homelessness to slow inflow.</p> <p>Ryan presented board members an overview of the Coordinating Board Action Planning Framework, which outlines a model, with the best available data, that projects the investments needed to achieve the central objective of the charge, and to be able to answer what it would take to scale the current system over three years to meet the need. The presentation revealed how improving</p> | |

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| | <p>retention and increasing housing placements creates a system that can reach the goals, and by estimating scale over long term demonstrated the power of shifting a system focus to homeless prevention. Ending homelessness doesn't mean that it won't happen, however it is having a scaled system in place so it is rare, and if it does happen it is brief and a one-time event.</p> <p>A member asked how you ensure that prevention activities are targeted to people who are truly vulnerable to homelessness. The Executive Committee has asked the board and staff, if there is going to be a move to a system that is more focused on prevention, there will need to be a plan to address how it would be done, what would it look like, and how to ensure that targeting happens.</p> <p>A board member encouraged that group to ensure that the board is also looking at outside forces, and that the group carve out something that understands displacement, gentrification, and lack of affordable units.</p> | |
| <p>Funding Evaluation Process - Marc Join, Initiative Director</p> | <p>At the last board meeting, staff requested guidance to develop the tools to guide conversations in a more detailed way for prioritization when funding opportunities arise. With the feedback and comments gathered at the meeting, staff revised the document and sent it back out to the board members. At this time the group will not revisit the document, and staff will continue to collect board feedback. This will help define guiding principles by which prioritization decisions can be made. Staff would like to propose that the board approve a creation of a standing subcommittee comprised of appointed board members that do not receive public funding for homeless services. This subcommittee would work with staff as funding opportunities arise to develop priorities and recommendations around investment, and bring it back to the board with the prioritization rationale for final approval. In the short term, the proposed subcommittee would shape their prioritization criteria based on feedback from the board, and the racial equity lens. The subcommittee's immediate and first task would be to help with the rating and ranking process of Continuum of Care (CoC) funded programs. Marc opened the floor for board discussion about the proposal from staff to create a standing subcommittee to continue the prioritization of funding conversation for the board.</p> <p>There was a comment that this is a good proposal with staff support.</p> <p>A board member asked how board members that contract homeless services would provide input to this subcommittee. There would be opportunities for all members, members that are service providers included, to provide input to the subcommittee prior to their evaluation and again after the evaluation when they come back with recommendations for board discussion and final approval. The subcommittee will be able to provide depth and objectivity. Co-chair Morton added that it is important to walk that line, addressing both the perceived and real conflict that exists with</p> | <p>Board members were asked to provide feedback and comments to Marc Jolin and jurisdictional staff to help define guiding principles.</p> <p>Group elected to form a subcommittee for funding prioritization.</p> <p>Staff and/or Initiative Director will solicit board member interest in serving on the subcommittee for funding prioritization. Staff will assist with standing up subcommittee.</p> |

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| | <p>providers around the table. It is also important to use the expertise of the providers to help make these decisions. It is a delicate area, and any recommendations that the board might have to create that balance, so at the end of the day we have strong significant investments that make a difference are welcome.</p> <p>A member asked how provider input would work with the CoC funded rating and ranking. If a member has a CoC funded contract they would need to recuse themselves from that conversation(s) since HUD Conflict of Interest regulations prevail over the board’s conflict of interest document in CoC funding decisions.</p> <p>Board elected to move forward with the staff proposal to create a standing subcommittee of appointed Coordinating Board members to continue the prioritization of funding conversation for the board.</p> | |
| <p>Policy Recommendation Prioritization & Action Planning - Stacy Borke, Co-Chair</p> | <p>Stacy informed the group that the Executive Committee has asked the board to identify what policies, recommended in the five action plans, will have to be in place or changed to make the proposed investments effective. The priorities that the board outlines will be turned into a work plan at the staff level. Members were asked to refer to the handout that summarizes policy recommendations from the five action plans. The attendees were asked to break into small groups based on the five work areas (Veterans, Housing, Safety off the Street, Workforce & Economic Opportunity, and Health) to discuss and identify the top three policy priorities for each work area.</p> <p>Each group reported out their top priorities: <u>Health</u> – Rachael Duke, Home Forward Working with the 16 Coordinated Care Organization (CCO), to include the housing in their Community Health Information Plan (CHIP). Ensuring healthcare providers are asking the right questions; if the client is housed. Expand supportive housing, and being expansive in what supportive housing means (including supportive housing for domestic violence, addiction, permanent supportive housing, etc.) Also, trying to find a way for sustainability for funding by looking to those systems for which money has been saved by housing folks and asking those systems (healthcare, corrections, etc.) to find ways to pay into supportive. <u>Workforce & Economic Opportunity</u> – Jennifer Chang, Portland Housing Bureau There has been work done by community partners and by a regional collaborative that developed several policies around workforce/economic opportunity, and there is a specific document to reference. Need to look at the benefits cliff, there are policies or differences in regulations of programs, where people become discouraged to increase their income. Challenges to access employment related daycare. Also, need to have more cross-jurisdictional policy alignment; things around resources and prioritization of populations, so that people served through certain programs</p> | <p>Staff to work feedback from discussion to form work plan and/or next steps proposals.</p> |

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| | <p>can also access additional supports/services they need to sustain and retain their housing and employment. Also, want to contact the workgroup participants, to get more inventory on the existing policies they are currently working on, so there is a broader list that can be continually worked on and prioritized from.</p> <p><u>Housing</u> – Ryan Deibert, Portland Housing Bureau There is a need to make sure that the community is well positioned to go after the additional resources from the federal, state, and local sources, in order to create new housing opportunities. There was discussion around, changing how the system works; the importance of drawing on the human resources of the community that would be more opportunities for shared housing that works with good matches, as well as culturally appropriate support such as using peer mentor models. Also, there was discussion focused on screening criteria, and policy work to be done both with the affordable housing non-profit housing providers and out to the broader private rental market, to reduce barriers to housing.</p> <p><u>Safety off the Streets</u> – Shannon Singleton, Portland Housing Bureau Top priorities were the facilitation of siting of shelters, and particularly the conversion of winter shelters into year round shelters, coupled with mobile supports attached to the safety off the streets options and the system design component seem to be parallel processes. Also, would like to see shared standards for service delivery. Lastly shelter diversion and working through the implementation planning. The group also suggested that the Safety off the Streets workgroup continue to meet to move through working on policy components and implementation planning, and recommended that the other workgroups also continue to meet to continue some of the work.</p> <p><u>Veterans</u> – Sally Erickson, Portland Housing Bureau This workgroup continues to meet monthly to work through the policy work/changes outlined in the plan. Currently work toward all of the policy recommendations outlined. The one thing that was agreed on was that there needs to be more affordable unit stock available in order to deploy VASH vouchers. Until more units are available, the strategy has been on to access existing affordable units. Working with landlords to lower screening criteria and set aside a certain number of units will be key to deploying the federal resources.</p> <p>Staff will take this information back and work on next step proposals.</p> | |
| <p>Closing Comments/Next Meeting - Marc Jolin, Initiative Director</p> | <p>The next meeting will be Wednesday, May 6, 2015, from 3:00-5:00pm. Next meeting the Board will discuss Coordinated Access and Continuum of Care. Meeting is adjourned.</p> | |