

# A Home for Everyone (AHFE) Coordinating Board

## Meeting Minutes – July 6, 2016

**Facilitated by: Initiative Director and Co-chair**  
**Prepared by: Carrie Young; Reviewed by: Jurisdictional Staff Members**

**Members present:** Michael Anderson-Nathe, Raihana Ansary, Alexandra Appleton, Carolyn Bateson, Ed Blackburn, Michael Buonocore, Henry Burton (Commissioner Bailey rep.), Shannon Callahan (Commissioner Saltzman rep.), Lee Po Cha, Sam Chase, Jillian Detweiler (Mayor Hales rep.), René Duboise, Chair Deborah Kafoury, Andrew McGough, Monique Menconi, Anne O’Malley, Art Rios, Sr., Shannon Singleton, Becky Straus, Martha Strawn Morris, Cheryl Thompson, Derald Walker, Joe Walsh (Councilor Echols rep.), Marisa Zapata. **Staff:** Gabe Abdellatif, Ryan Deibert, Christian Elkin, Sally Erickson, Jane Marie Ford, Liv Jenssen, Tiffany Kingery, Maria Lamb, Erin Pidot, Anna Plumb, Bella Rideau, Kate Schwab, Ian Slingerland, Wendy Smith, Liz Smith Currie. **Guests:** Chris Aiosa, Liora Berry, Janet Hamilton, Troy Hammond, Kiera Hanson, Kelly Jarvis, Christine Kennedy, Susan Madar, Carrie A. Miller, Rachel Post, Emmy Ritter, Blair Schaeffer-Bisht, Mark Sturbois, Brandi Tuck, Jill Weir.

Agenda Item	Discussion Points	Decision/Action
<b>Welcome, Introductions and Minutes</b> - Shannon Singleton, Co-chair	Co-chair called the meeting to order and commenced introductions.  May 2016 meeting minutes were approved by consent; no objections.	
<b>Public Comment</b> - Shannon Singleton, Co-chair	Floor opened for public comments. No public comments to be heard.	
<b>Initiative and Community Updates</b> - Marc Join, Initiative Director	<p><u>Shelter and Safety off the Streets:</u> Substantial progress is being made toward adding 650 year-round safe sleeping options by the end of 2017. Currently, not including the temporary capacity at the Peace Shelter, we are poised to add 450 year-round beds of facility-based shelter for Veterans, women, families, and disabled men.</p> <p><u>Temporary Shelter - Sears Closes, Peace Expands:</u> The Jerome Sears shelter in Multnomah Village closed as scheduled after six months. Fortunately, the Menashe family offered the opportunity to use more space in the downtown office building that has hosted the Peace Shelter for the past six months. That allowed all the residents of Sears to transition to Peace at least through July 22nd.</p> <p><u>McLoughlin Resource Center:</u> Planning and work continues to remodel the current St. Vincent DePaul facility, located on SE Milwaukie and 17<sup>th</sup> Avenue, into a shelter serving up to 120 single women and couples. Current plans are to open early October and operate the building 24/7. Transition Projects will operate the shelter and day resource space.</p> <p><u>Gresham Women’s Shelter:</u> Multnomah County has leased the building on 162nd and Burnside and a remodel is underway to convert the space into a shelter for up to 90 women. The shelter is set to open the first week in September. Human Solutions will operate the shelter, in close partnership with the Gateway Center and the domestic violence system.</p> <p><u>Hansen Building:</u> The Multnomah County-owned building at 122nd and Glisan is in the process of being converted to shelter up to 200 people. The building will help ensure that closure of the Peace Shelter will not lead to a loss of shelter capacity in the community. The Hansen building is scheduled to open on or before July 22nd and will serve Veterans, couples, and disabled men and women. Transition Projects will shift operations from the Peace Shelter to the Hansen Building. The building is</p>	

not anticipated to be a permanent shelter, but the timeline allows for at least a year.

Expansion of Existing Programs: The maximum occupancy of the Family Shelter, run by Human Solutions, has increased from 90 to 130 beds, plus overflow capacity. The Do Good Multnomah Veterans shelter moved to Rose City Park United Methodist Church has expanded to serve 25 Veterans and their pets per night on a year-round basis. Access to the shelter is referral based; contact (503) 490-7298 or online referral form at <http://dogoodmultnomah.org/contact/>.

Board member expressed concerns that there would be a gap with the Peace closing and the Hansen opening, and that there should not be people going back to the streets from shelter. Marc Jolin reported that work is being done to get time and capacity and to address the need for those coming from Peace. Board member also reported that many sweeps are happening and people are getting belongings taken.

Other Potential Shelter and Safety off the Streets Options: Ongoing discussions regarding other potential shelter sites, including:

Search for property, such as a parcel on Reedway in Lents, to offer outdoor shelter/safety off the streets options: There is currently a [request for information \(RFI\)](#) seeking responses from individuals, nonprofits, faith community, and businesses that are interested in providing information about properties suitable to use as shelters, about providing donated professional and construction services needed to improve shelters, or about operating shelter space for people experiencing homelessness. The RFI closes on July 18, 2016.

The idea of building a Haven for Hope-style homeless campus in Portland: Homer Williams, Dike Dames, and consultants are proposing a homeless shelter and services facility in Northwest Portland, specifically advocating that the Terminal 1 property host a local version of the San Antonio concept. The location would accommodate approximately 800 people and offer emergency shelter beds, transitional dormitory-style housing, and onsite services. Further discussion is needed, understanding that there is a need for low barrier shelter locally, to explore scale of need for low barrier shelter and if/how this type of concept would work and/or fit locally.

Board members agreed that permanent housing must be part of any shelter conversation. Permanent housing is the goal and shelter is to provide immediate safety off the streets.

Board Membership: Several Coordinating Board members have terms expiring at the end of July and staff will be reaching out to those members. Members that confirm they wish to renew for a second term will be confirmed by the Executive Committee members at their July 15<sup>th</sup> meeting. Solicitation for vacant positions will be posted and applications to fill the vacant positions presented to the Executive Committee at their September meeting.

Community Advisory Forum (CAF): Shannon Singleton, Co-chair, reported that the CAF partnership with [New Avenues for Youth's SMYRC program](#), the [Bridge 13](#) Community Education Program, will host a trans-inclusivity and service training on July 20<sup>th</sup>.

	<p>Marc Jolin, Initiative Director, reported that the Director’s Report was long, as it contains several updates on work happening related to AHFE and updates from the AHFE subcommittees. Also included in the Director’s Report is contact information for the Joint Office of Homeless Services. Marc opened the floor for other updates.</p> <p>Other Updates: City Council voted on June 30th to refer a General Obligation Bond measure to City Voters that, if passed, would authorize issuance of \$258.4 million of general obligation bonds for affordable housing. A housing bond, if approved by voters, would provide capital to purchase, rehabilitate and construct new projects. The Portland Housing Bureau estimates that with a strategic issuance of bonds over a 5 to 7 year period the City would be able to create and preserve 1,300 units of new affordable housing. More information can be found on the <a href="#">City Elections Page</a>.</p> <p>Board member asked how bond funds would be prioritized. Bond production and acquisition goals, timeline and other information for the proposed funds and units were outlined in a memorandum from the Portland Housing Bureau to Portland City Council found at <a href="http://www.portlandoregon.gov/saltzman/article/582101">http://www.portlandoregon.gov/saltzman/article/582101</a>.</p> <p><a href="#">Yes for Affordable Homes</a> is a campaign supporting the affordable housing bond measure and Shannon Singleton, co-chair and JOIN, has campaign sheets for those interested.</p>	
<p><b>Joint Office of Homeless Services and Budget Update</b>  <b>- Chair Deborah Kafoury, Multnomah County</b>  <b>- Marc Jolin, Initiative Director</b></p>	<p><u>Joint Office of Homeless Services:</u> Chair Deborah Kafoury shared that the City-County Joint Office of Homeless Services Office opened its doors on July 1. The centralized office will oversee the delivery of services to people in need, aimed at providing safe and stable housing for all residents. The City and County each have committed to providing at least \$15 million annually for its operation. The office will house nine full-time employees: Marc Jolin as the Director, four city employees from the Portland Housing Bureau, and three county employees from the Department of County Human Services. The Joint Office will support the AHFE initiative and now manages provider contracts and services; conducts homeless street counts and one-night shelter counts; oversees reporting and evaluation of program outcomes; and manages federal funding for addressing homelessness.</p> <p><u>Joint Office of Homeless Services Budget Update:</u> Marc Jolin presented a high level update of the Joint Office structure and budget. Marc Jolin reported that the Joint Office vacant positions will be posted and hired through the County hiring process. Marc added that the move to the Joint Office should be a smooth transition for providers and if it is not, providers should contact staff.</p> <p>Board member noted that there is no reference to racial equity, and added that the Joint Office is currently an all-white team and that there isn’t (does not see) a name on the list that is not white. Marc responded that outreach and racial equity is a priority for the hiring process.</p> <p>Marc Jolin reviewed the Joint Office budget portion of the presentation that highlighted allocations by program type. Marc opened the floor for comments and questions.</p> <p>Board member asked if the family system is seeing different results for rapid re-housing than HUD’s findings, which concluded that the programs implemented in demonstration sites did not appear to</p>	

	<p>result in long-term housing stability. Locally, the facility system tracks retention at 3, 6 and 12 months after assistance, and has a 96% retention rate after 12 months of exiting the program. Generally those that had longer term vouchers had better outcomes. It is important to have a continuum of options available to provide the needed level of assistance to provide stability.</p> <p>Troy Hammond, 211info, reported that Ticket Home is a voluntary diversion program that provides one-time transportation assistance for people who are experiencing homelessness in Multnomah County to travel to a location in the U.S. where safe stable housing has been confirmed.</p> <p>Marc clarified that the \$30 million dollars set out in the intergovernmental agreement as the minimum amount of general fund the two jurisdictions agree to contribute toward the work of the office annually (\$15 million each) is only a floor.</p> <p>Home Forward Budget Update: Michael Buonocore, Home Forward, presented Home Forward’s commitments toward the shared efforts which will be targeted through: HUD directed programming; budget allocations for rent, operating and flexible housing assistance; and prioritized access to permanent housing programs. More information about the allocations can be found in the presentation: <a href="http://ahomeforeveryone.net/s/CB_Presentation_20160706.pdf">http://ahomeforeveryone.net/s/CB_Presentation_20160706.pdf</a></p>	
<p><b>Third Quarter System Data - Ryan Deibert, Multnomah County</b></p>	<p>Ryan Deibert, Joint Office of Homeless Services, shared the existing System Performance Data outcomes, through the third quarter of the 2015/2016 fiscal year. While the system is not yet fully implemented, Ryan provided a summary of outcomes and equity indicators based on the existing data included in the presentations at: <a href="http://ahomeforeveryone.net/s/CB_Presentation_20160706.pdf">http://ahomeforeveryone.net/s/CB_Presentation_20160706.pdf</a></p> <p>Board member advised that care should be taken when framing outcomes for racial equity and closing the disparity, and that in fact, the data shows that not enough is being done to remove the gap in disparity.</p>	
<p><b>HUD Continuum of Care Application</b></p>	<p>Wendy Smith, Portland Housing Bureau, explained the HMIS documents that were distributed to Board Members. HUD has three requirements for the continuum of care regarding HMIS, including a privacy plan, a security plan, and a data quality plan. HUD is also planning on releasing additional rules this summer, which will need to be discussed and presented to the Board.</p> <p>Wendy shared the proposed plans and explained the development process behind the plans. Through the data and management workgroup, volunteers were requested to review and develop policy and procedures for these HUD requirements. The volunteers conducted the first level of review and development, then worked with the data management workgroup. After conversations with key users from various agencies and input from the community and staff involved with HMIS, they developed the proposed plans that were distributed to this Board.</p> <p>Board Member expressed concern re privacy requirement and protecting personal information collected through the HMIs process. Wendy shared that there will still be opportunities in the future to review these documents and make changes. Following Board approval, the plans will also be</p>	

	<p>subject to a final legal review.</p> <p>Motion to adopt the documents. Approved.</p>	
<p><b>2016 Continuum of Care (CoC) Application</b>  <b>- Jennifer Chang, Portland Housing Bureau</b>  <b>- Julia Delgado, Urban League of Portland</b></p>	<p>Ryan Deibert, Joint Office of Homeless Services, provided an update on the 2016 CoC Application and submission to the board. HUD regulations (24 CFR 578.9) require each CoC to determine how it will annually apply for CoC program funds. CoCs may apply as a Unified Funding Agency (UFA) or a Collaborative Applicant. For multiple reasons, it is not feasible for our CoC to apply as a UFA at this time. At the May 4, 2016 Coordinating Board meeting, the Board elected to designate the Portland Housing Bureau (PHB) as the Collaborative Applicant until such time as the Joint Office of Homeless Services was formed, and authorized PHB to complete the initial registration steps for the 2016 CoC Competition. HUD released the 2016 CoC Notice of Funding Availability on June 29, 2016, with the final application due on September 14, 2016. The Joint Office of Homeless Services was created on July 1, 2016, through an IGA between the City of Portland and Multnomah County. In order to change the Collaborative Applicant to the Joint Office and allow the Joint Office to compile and submit the 2016 CoC application, the Board must authorize the change.</p> <p>Motion and second to a) affirm prior Board direction by designating Multnomah County, through the Joint Office of Homeless Services, as the Collaborative Applicant for OR-501 (the Portland/Gresham/Multnomah County Continuum of Care), and b) authorize Joint Office staff to compile and submit the CoC application for HUD’s 2016 application process, including making any required certifications therein, on or before September 14, 2016.</p> <p>Additionally, Ryan reported that HUD regulations require each CoC to complete specific roles and responsibilities. Those roles and responsibilities are enumerated in our local CoC Charter. The Charter states that the roles and responsibilities may be performed by the membership at large, through delegation to various subcommittees and task forces, a lead agency or other network groups. Many of the required roles and responsibilities have previously been assigned to Portland Housing Bureau and Multnomah County Department of County Human Services staff who recently formed the Joint Office of Homeless Services. In prior years, other specific roles have been assigned by the Board to the Resource Advisory Committee. As the decision-making body for the local CoC, the Board should formally assign roles and responsibilities where it chooses to delegate them to other entities beyond the Board.</p> <p>Motion and second to delegate the following two roles and responsibilities to the Joint Office of Homeless Services:</p> <ol style="list-style-type: none"> <li>1. Under continued direction of the Board, assign the Joint Office of Homeless Services the role to review and submit, with consultation from the Data Outcomes and Evaluation Committee, the following CoC reports to HUD on an annual basis (or as otherwise required by HUD): System Performance Measures, Annual Homeless Assessment Report, Point in Time Count of Homelessness, Housing Inventory Count.</li> <li>2. Under continued direction of the Board and with strong support from Joint Office staff, the</li> </ol>	<p>Motion change the Collaborative Applicant to the Joint Office and authorize Joint Office staff to develop and submit the 2016 CoC application. All in favor.</p> <p>Motion authorize the Joint Office to review and submit annual HUD reports (1) and authorize the to develop rating and ranking and select the bonus project (2) for 2016. All in favor.</p>

	<p>following roles are assigned to the Resource Advisory Committee: Collecting feedback from CoC grantees regarding annual rating and ranking criteria and procedures for all CoC projects; finalizing rating and ranking criteria; conducting annual rating and ranking; guiding decisions regarding reallocation of existing projects; developing solicitation processes for new bonus projects and new projects funded through reallocation; selecting project applicants for new bonus projects and new projects funded through reallocation.</p> <p>Marc Jolin added that staff and the RAC are committed to ensuring that projects have the opportunity to provide input in a non-conflicted way.</p>	
<p><b>Racial Equity Lens Task Force: Survey and Recommendation - Marisa Zapata, Portland State University</b></p>	<p>The Equity Task Force is asking board members and government agency supporting staff to participate in short survey to assess perceptions and experiences with the AHFE process in general, and racial equity work in particular. The <a href="#">survey</a> takes about 10-15 minutes and answers will be used to make improvements to the process, and potentially to help other similar processes improve their work. 20 members have completed the survey and 2 elected officials. Marisa thanked those who have completed the comments sections as they are very helpful. She reported that so far she has seen some surprises and confirmed some assumptions. Paper copies are available to complete today.</p> <p>The group recommended an Equity retreat for board members separate from the regular meeting and facilitated by the Multnomah county Office of Equity to plan out how going to use the racial equity lens in a more intentional way moving forward and for the upcoming budget process.</p> <p>Board members agreed that August would not be a good month for a retreat and to explore options in September.</p>	
<p><b>Next Meeting - Marc Jolin, Initiative Director</b></p>	<p><b>The next meeting: Wednesday, August 3, 2016, from 3:00-5:00 pm.</b></p> <p>Meeting is adjourned.</p>	