



HOMELESS PLAN ADVISORY COMMITTEE

AGENDA AND INFORMATION PACKET

THURSDAY, JANUARY 20, 2022 • 2:30 pm – 4:30 pm

Zoom ID: 890 0021 3151 PW: 1111

Call-in number: 1 (253) 215-8782

OUR PURPOSE

The purpose of the HPAC is to provide oversight to the implementation of the plan and leadership to effectively collaborate with state and local partners to develop additional resources to meet the ambitious goals included in “A Road Home: Community Plan to Prevent and End Homelessness.”

The HPAC will be advisory to the county Homeless Program Manager, the Director of Washington County Department of Housing Services, the County Administrator, and the Board of Commissioners for Washington County (“Board of Commissioners”).

OUR EQUITY STATEMENT

The Department of Housing Services provides housing opportunities to all eligible persons no matter their race, color, religion, national origin, age, disability, familial status, marital or domestic partnership status, sex, gender identity, sexual orientation, veteran status, legal source of income or type of occupation.

In order to be relevant and effective in a rapidly changing and increasingly diverse environment, the Department of Housing Services commits to the principles of diversity, equity and inclusion for all members of the community we serve. Equitable access to resources and opportunity is the means to healthy, economically vibrant people and communities. We believe that authentically listening to, working inclusively with, and being accountable to the community we serve increases innovation and effectiveness and leads to more successful outcomes.



AGENDA

THURSDAY, JANUARY 20, 2022 • 2:30 pm

Zoom ID: 890 0021 3151 PW: 1111

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Chairperson: Rachael Duke, Community Partners for Affordable Housing
Chairperson Elect: Kara Kazemba, Ancora Therapy
Secretary: Komi Kalevor, Housing Authority of Washington County
Officer terms end December 2022

- I. ROLL CALL – 2:30 pm
- II. APPROVAL OF AGENDA – 2:35 pm
 - A. ACTION: Approve the January 20 Meeting Agenda.
- III. APPROVAL OF MINUTES – 2:40 pm
 - A. ACTION: Approve the October 21 Meeting Minutes.
- IV. COMMUNICATIONS AND PUBLIC COMMENT – 2:45 pm
- V. NEW BUSINESS – 2:50 pm
 - A. HPAC Year 2022 Work Planning Exercise with Tracy Smith
 - i. HPAC Work Planning 2022 Graphic Timeline
- VI. UNFINISHED BUSINESS – 3:35 pm
 - A. HPAC Bylaws
- VII. STAFF REPORTS – 3:45 pm
 - A. Continuum of Care Programs – Annette Evans
 - B. Supportive Housing Services – Jes Larson
- VIII. ANNOUNCEMENTS AND OPEN DISCUSSION – 4:15 pm
- IX. ADJOURNMENT – 4:30 pm

2022 HPAC MEETING SCHEDULE	
Thursday, January 20, 2022	2:30 pm – 4:30 pm
Thursday, March 17, 2022	2:30 pm – 4:30 pm
Thursday, May 19, 2022	2:30 pm – 4:30 pm
Thursday, July 21, 2022	2:30 pm – 4:30 pm
Thursday, September 15, 2022	2:30 pm – 4:30 pm
Thursday, November 17, 2022	2:30 pm – 4:30 pm



HOMELESS PLAN ADVISORY COMMITTEE (HPAC) MEMBERS

County Commissioner	Commissioner Pamela Treece Washington County Board of Commissioners
Mayor or City Councilor	Councilor Elena Uhing City of Forest Grove
Business	Stacey Triplett WorkSystems, Inc.
Citizen At-Large	Appointment pending
Citizen At-Large	Kara Kazemba Ancora Counseling and Therapy
Citizen At-Large	Vera Stoullil Resident of Washington County
Community Corrections	Steven Berger Washington County Community Corrections
Entitlement/Mainstream	Phillip Williams Oregon Department of Human Services
Faith Community	Carol C. Herron St. Anthony's Catholic Church
Homeless Consumer	Michelle Markus Mental Health & Addiction Assoc of Oregon
Hospital/Healthcare	Talia Buchsbaum Oregon Health & Science University
Hospital/Healthcare	Elizabeth Uno, MD Virginia Garcia Memorial Health Center
Housing Authority	Komi P. Kalevor Housing Authority of Washington County
Nonprofit Housing Provider	Rachael Duke Community Partners for Affordable Housing
Nonprofit Service Provider	Kemp Shuey Community Action Organization
Philanthropy	Kasi Woidyla Virginia Garcia Memorial Foundation
Sheriff's Office	Chief Deputy Al Roque Washington County Sheriff's Office



MINUTES

Homeless Plan Advisory Committee of Washington County
October 21, 2021 | Zoom
Meeting transcript available upon request

A. COMMITTEE MEMBERS PRESENT

Steven Berger	Vera Stoullil
Brenda Christoffer	Pamela Treece
Rachael Duke	Stacey Triplett
Carol C. Herron	Elena Uhing
Komi Kalevor	Beth Uno, M.D.
Kara Kazemba	Phillip Williams
Albert Roque	Kasi Woidyla
Kemp Shuey	

B. COMMITTEE MEMBERS ABSENT

Talia Buchsbaum
Michelle Markus

C. STAFF PRESENT

Allie Alexander Sheridan	Austin Saldana
Annette Evans	Ty Schwoeffermann
Vara Fellger	Janeen Smith
Jes Larson	Stacy Williams

D. GUESTS PRESENT

Zoi Coppiano	Nicole Ramos
Amanda Garcia-Snell	Brandon Schrader
Mandy Gawf	Tracy Smith
Megan McKibben	Paige Spence
Cole Merkel	

Chair Rachael Duke called the meeting to order at 2:32 pm.

I. INTRODUCTIONS

A quorum is present.

II. APPROVAL OF AGENDA

Motion: Approve agenda of October 21 meeting.
Action: Kara Kazemba
Second: Brenda Christoffer
Vote: Approved, unanimous.

III. APPROVAL OF MINUTES

Motion: Approve minutes of July 15 meeting.
Action: Carol Herron
Second: Councilor Uhing
Vote: Approved, unanimous.



IV. COMMUNICATIONS AND PUBLIC COMMENT

None.

V. NEW BUSINESS

A. Low Income Employment and Housing Implications

Brandon Schrader, Washington County Economist from the Oregon Department of Employment, presented his report on economic indicators that drive factors such as lack of available housing units, capacity constraints in locating new units as people stay in them, increased rent of vacated units by landlords, and loss of employment or underemployment because of the COVID-19 pandemic as the cause of barriers are to rehousing individuals and families. His presentation provided an overview of employment trends in low-income industries and housing insecurity in Washington County compared to Portland's economic and housing trends. Notably, Washington County has the second highest growth rate of wages over the last five years, as the average wage in Washington County increased by 12% from \$71,000 to \$80,000. Other indicators present positive news such as Washington County's unemployment rate decreased as the business community was set up to be well-insulated from the initial impact of the COVID-19 pandemic. The full presentation is available at https://www.co.washington.or.us/Housing/EndHomelessness/upload/Low-Income-Employment-and-Housing-Implications_October-2021.pdf. Contact Brandon Schrader at Brandon.W.Schrader@Employ.Oregon.gov for more information.

Discussion followed.

Komi Kalevor inquired about the difference between low-income industries and low-paying jobs. Brandon elaborated that various trades provide different levels of employment and at an average low wage. The data suggests an aggregate of all the employees that work in a particular industry. For example, an industry might consist of workers who are paid an average wage that is below the threshold of \$54,000.

Multiple members contributed comments about Brandon's presentation. Elena Uhing, Councilor of the City of Forest Grove, mentioned that although industries are well established, they are generally low paying industries lacking health care, retirement, upward mobility, etc.

Kemp Shuey, Executive Director of Community Action Organization, expressed that people working in educational services have high degrees of educational attainment but earn low wages. The impact on single wage earners is common, especially when factoring the cost of living in Washington County, children, and other expenses.

Councilor Uhing inquired about HUD's low-income standard for a family of four. Komi Kalevor responded with \$96,900 for a family of four.

Al Roque, Chief Deputy of the Washington County Sheriff's Office, commented that Brandon's presentation is informative, especially for those who do not often see this data. He tried to resolve the slide about the overwhelming majority of people having trouble meeting their bill obligations compared to their spending. It seems a little incongruent. Brandon said that just because people are spending more money than they were back in January 2020 does not mean that they can keep up with household bills.



VI. UNFINISHED BUSINESS

A. Homeless Plan Advisory Committee Charter and Integration of Supportive Housing Services (SHS) Program Advisory Committee

Ty Schwoeffermann, Jes Larson, Zoi Coppiano (Community Action Organization, and Kasi Woidyla (Virginia Garcia Memorial Foundation) brought forth their presentation of recommendations made by the short-term Homeless Plan Advisory Committee (HPAC) workgroup regarding Bylaws revision, charter, and the integration of Supportive Housing Services (SHS). The workgroup consisted of four members from the Local Implementation Plan (LIP) committee and four members of HPAC who contributed their expertise, experiences, and vision for the HPAC. The workgroup met three times to prepare the draft of the bylaw changes and recommendations for HPAC's consideration. There are three main areas of workgroup activity: update duties and responsibilities to include the SHS LIP, replace "A Road Home: 10 Year Plan to End Homelessness" with the annual "A Road Home Community Plan to Prevent and End Homelessness", and update language and terminology throughout the HPAC bylaws (e.g., "Homeless Program Coordinator" replaces "Department of Housing Staff"). The workgroup will continue to convene about 2-3 times to discuss the following :

1. Subcommittees (establish model and increase meeting frequency)
2. Advisory and oversight role of HPAC
3. Committee members reimbursement program

The full presentation can be found at

<https://www.co.washington.or.us/Housing/EndHomelessness/upload/HPAC-Charter-and-Integration-of-SHS-Advisory.pdf>

Discussion and resolutions followed.

In consideration of language, Stacey Triplett, Community Programs Manager of WorkSystems, Inc, expressed that she would like to suggest a change to the "geographically isolated" phrase in the equity mission statement. And suggested "socially isolated communities instead of geographically isolated communities"

Councilor Uhing was in favor of the term "geographically isolated communities", reasoning that there are individuals who experience housing insecurity in rural territory and should have their voices represented in the HPAC work.

Chair Duke suggested to add the term "socially isolated" to the language stated in Article II – Purpose of the HPAC Bylaws which will represent elderly, disabled, and bilingual communities who feel socially isolated.

Carol Herron, Faith Community representative of St. Anthony's Catholic Church, then raised concern about being able to establish a quorum for the July meeting as some HPAC members are not available during the summer; however, Annette Evans assured that HPAC has traditionally held meetings in July and had a quorum though not all 17 members are present.

Councilor Uhing expressed appreciation for the privilege of participating in the HPAC Workgroup as it was a new challenge and exciting adventure. She also gave special appreciation to the Washington County staff



who, although new to the HPAC work, rallied and provided aid to the HPAC Workgroup process.

Motion: Approve to Update the HPAC Bylaws as amended to also include the term “socially and geographically isolated”

Action: Elena Uhing

Second: Kemp Shuey

Vote: Approved, unanimously

Motion: Approve to increase the meeting frequency to six meetings per year

Action: Stacey Triplett

Second: Elena Uhing

Vote: Approved, unanimously

Motion: Approve the continued work of the HPAC Workgroup

Action: Vera Stoulil

Second: Kasi Woityla

Vote: Approved, unanimously

Chair Duke then introduced Tracy Smith, owner of Inhance LLC, who has more than 25 years of business experience partnering with public private and nonprofit organizations for areas of excellence include facilitation, executive recruitment, organizational development, project management, and process management. Tracy’s role will create some clarity and structure, while giving a neutral facilitator to guide the workgroup so that we as public employee staff can fulfill our role as information providers and ensure we have a workgroup staff who are accountable to all commitments made to HPAC.

B. Board Positions

Chair Duke then moved the meeting forward for a discussion about board positions with Annette Evans. The following five seats are expiring:

1. Community representative (Brenda Christoffer)
2. Housing authority representative (Komi P. Kalevor)
3. Public Benefits and Resources (Phillip Williams)
4. Community corrections (Steven Berger)
5. Hospital healthcare (Elizabeth Uno)

Chair Duke mentioned this is the most exciting time to be on this committee and encouraged individuals to submit applications for interviews. Vara sent notice of re-application via Granicus, the County’s boards and commissions database.

Motion: Approve 12-month extension of Chair, Chairperson Elect and Secretary positions with term ending 12/31/2022

Action: Stacey Triplett

Second: Vera Stoulil

Vote: Approved, unanimously



Chair Duke turned the meeting over for staff reports.

VII. STAFF REPORTS

A. Supportive Housing Services (SHS) Program

Jes Larson, SHS Program Manager, provided a programmatic update outlining the following accomplishments:

- Housing Case Management Services (HCMS) program.
- Winter shelter system.
- Permanent Supportive Housing (PSH) funding opportunities.
 1. Aloha Inn will become 54 permanent supportive housing units operated organizations with expertise in providing supportive housing and wraparound supports including case managers and rent assistance to ensure that people who have experienced prolonged homelessness establish housing stability.
 2. Partnership with existing and future affordable housing buildings to dedicate units to receive service funding such as resident services, wraparound support, and case management

Councilor Uhing asked if the dedicated units will be set aside throughout Washington county. Jes answered that units set aside are part of the goal of SHS. The noncompetitive process will encourage affordable housing owners to offer their site and receive SHS funding to ensure both the rent assistance and the wraparound support needed for housing stability are provided.

B. Housing and Supportive Services Network (HSSN)

Annette Evans, Homeless Program Manager, provided the following highlights of her HSSN report for October:

- Carol Herron has operated a winter shelter since 2008 and has been partnering with other agencies to provide a safe warm place, a hot meal, and prevention of loss of life during cold weathers.
- Implementation of a new Rural Assistance and Transition from Homelessness Program contract. This program will provide a continuum of services such as outreach intensive case management, health care, coordination and housing navigation aligned with housing placement through the Coordinated Entry System in areas geographically isolated areas outside the Metro Service District Boundary
- Continuum of Care application in a competitive process for HUD Continuum of Care funds to fund about 200 beds or more in the community
- American Rescue Plan Act (ARPA) program. It is a \$6 million program to address homelessness and is available to provide rent assistance and other homeless services. The annual “A Road Home” report, which contains the County’s six goals and about 40 strategies, will be finalized by December and added to HPAC’s January agenda for review before it gets released.
- Vera Stoulil, Vice President of Boys & Girls Aid Society, partnered with Second Home, HomePlate Youth Services, and McKinney-Vento liaisons to open a day center in Forest Grove for youth living in the west end of the County.



VIII. ANNOUNCEMENTS

Chair Duke brought the meeting toward the final 15 minutes of the agenda for announcements and other discussion items.

Komi Kalevor provided a couple of announcements from the Housing Authority of Washington County (HAWC):

- Landlord Compensation Fund (LFC) program. As the disbursement agency, HAWC has expensed 100% of the LFC fund and will pay the remaining 20%; thus, \$20 million is taken out of \$150 million for Washington County.
- Washington County Housing Department received \$2.8 million in CARES Act funding for rental assistance and is on track to accomplish expense funds by the deadline in 2021.
- Goldcrest Apartments is a new affordable housing complex developed by BRIDGE Housing Corporation and scheduled to close and commence construction at the end of 2021 or in early 2022. As the bond issuer, HAWC received an allocation of \$17 million from the Oregon State Treasury yesterday.

Chair Duke shared her update of Community Partners of Affordable Housing (CPAH). CPAH closed on the purchase of a piece of land on Friday to build 60 units. They hope to have many large bedroom sizes and set aside units for permanent supportive housing.

IX. ADJOURNMENT

The meeting adjourned at 4:16 pm.

Respectfully submitted

Komi P. Kalevor
Secretary, HPAC
Executive Director, Housing Authority of Washington County