

- ACTION -

POLICY ADVISORY BOARD (PAB) for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **June 8th, 2023 7:00 pm** via Zoom.

POLICY ADVISORY BOARD MEETING MINUTES

The following persons were present:

PAB REPRESENTATIVES:

Banks	*Stephanie Jones
Cornelius	*Eden Lopez
Forest Grove	*Mariana Valenzuela
Gaston	*Jerry Hoodenpyl
King City	*Micah Paulsen
Sherwood	*Kim Young
Tigard	*Maureen Wolf
Tualatin	*Bridget Brooks
Wash Co	*Pam Treece
Beaverton	*Javier Mena
Hillsboro	*Gina Roletto

*Denotes Primaries

OCD STAFF:

Shannon Wilson, Program Manager
Shaena Johnson, Administrative Specialist II
Lauren Thomas, Housing & Community Development Specialist
Madeline Bonkoske, Housing & Community Development Specialist
Kelvin Valdovinos, Housing & Community Development Specialist
Zach Wimer, Housing & Community Development Specialist

1. Call to Order and Attendee Introductions

Board Chair Stephanie Jones called the meeting to order at 7:01 pm. PAB board members and staff introduced themselves.

2. Approval of Minutes, May 11th, 2023

Maureen Wolf MOVED TO APPROVE the May 11th, 2023 MINUTES. Kim Young SECONDED. Motion CARRIED. (11 yes, 0 no, 0 abstention).

3. HOME-ARP Final Application and Scoring Approval

Kelvin Valdovinos brought the final HOME-ARP application and scoring criteria to the PAB for approval.

On March 11, 2021, President Biden signed ARP into law, which provides over \$1.9 trillion in relief to address the continued impact of the COVID-19 pandemic on the economy, public health, State and local governments, individuals, and businesses.

To address the need for homelessness assistance and supportive services, Congress appropriated \$5 billion in ARP funds to be administered through HOME to perform four activities that must primarily benefit qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations. These activities include: (1) development and support of affordable housing, (2) tenant-based rental assistance (TBRA), (3) provision of supportive services; and (4) acquisition and development of non-congregate shelter units.

The Washington County Consortium, which includes the cities of Beaverton, Hillsboro, and Tigard have received \$6,101,728 in HOME Investment Partnership – American Rescue Plan (HOME-ARP) funds from the U.S. Department of Housing and Urban Development (HUD). This allocation is part of the American Rescue Plan Act of 2021. The purpose of HOME-ARP funds it to provide homelessness assistance and supportive services.

Staff within Washington County, Office of Community Development, have been working on the development of the HOME-ARP application. Attached, is the Final HOME-ARP Application and Scoring Criteria intended to be released June 2023. At this time, our department would like to request final approval of both documents on Thursday, June 8th.

The HOME-ARP Non-Congregate Shelter scoring criteria now totals (103) possible points with (31) of those being Objective points assigned by staff and (72) Subjective points awarded by your Board. The HOME-ARP Supportive Services scoring criteria now totals (87) possible points with (23) of those being Objective points assigned by staff and (64) Subjective points awarded by your Board.

Non-Congregate Shelter - Scoring Criteria

Administrative Scoring	31 points
PAB	72 points
<u>TOTAL</u>	103 points

Kelvin highlighted the updates and changes to the rating questions. Javier Mena asked about scoring questions # 18 & 19 regarding adequate and reasonable costs. Stephanie Jones asked if these questions could be moved to the administrative scoring. Kim Young noted that the PAB would need additional parameter to effectively answer these questions.

After some clarifications, it was agreed upon to move the rating for questions # 18-19 to administrative responsibility and to be included in the staff report to the PAB.

Kim Young MOVED TO APPROVE the HOME-ARP Final Application and Scoring criteria with amendments as discussed and listed above. Mariana Valenzuela SECONDED. Motion CARRIED. (11 yes, 0 no, 0 abstention).

4. Policy Advisory Board Elections

Article V of the Policy Advisory Board (PAB) Bylaws outlines the PAB Officers and their roles. PAB Officers include Chair and Vice Chair that are elected by PAB members. The PAB Secretary is appointed by the Office of Community Development staff. The PAB Secretary is Shaena Johnson, Administrative Specialist II. Current members serving in Chair and Vice Chair positions – Stephanie Jones and Bridget Brooks were elected in July 2021 and their current terms expire in July 2023. PAB Officers have two-year terms and can serve up to two consecutive terms in any one office.

During the June PAB meeting, nominees for the two officer roles will have an opportunity to briefly share their interest in serving in the role with the Board. Following comments from all nominees a vote to elect a Chair and Vice Chair will be taken. Only primary PAB members that are part of the Urban County Community Development Block Grant consortium are eligible for election as officers. This excludes all alternate members, and both primary and alternate members from the cities of Beaverton and Hillsboro. The new officers will begin their terms with the July 13th PAB meeting.

Stephanie Jones expressed interest in continuing as PAB Chair.
Kim Young self-nominated for the PAB Vice Chair.

Pam Treece MOVED TO FORWARD THE SLATE OF Stephanie and Kim. Micah Paulson SECONDED. Motion CARRIED. (11 yes, 0 no, 0 abstention).

5. Miscellaneous And Announcements

Shannon thanked Stephanie for her first term of service and continuing for a second term as PAB Chair. She also recognized Bridget for her two terms of PAB Vice Chair. Shannon took the opportunity to also thank Kim for stepping into the Vice chair roll for this next term.

Shannon shared pictures from the Latino Cultural Festival. We partnered with the Fair Housing Council of Oregon, Lauren Thomas was there representing.



Shannon shared photos from Plambeck Gardens, a HOME Project in the city of Tualatin, sponsored by Community Partners for Affordable Housing. This project recently closed on their construction loan financing; they have their groundbreaking on June 16th from 10:30 to 11:30am.



CPAH
COMMUNITY PARTNERS
FOR AFFORDABLE HOUSING

**PLAMBECK GARDENS
GROUNDBREAKING**

SAVE THE DATE

JUNE 16 | 10:30-11:30 AM

Enterprise
BWE

usbank

REDSTONE

EnergyTrust
of Oregon

WASHINGTON COUNTY
OREGON

**23500 SW BOONES FERRY RD,
TUALATIN, OR 97062**

RSVP →

QUESTIONS, EMAIL INFO@CPAHOREGON.ORG



Next months meeting is July 13th 2023, in person at the Washington County Public Services Building. Shaena Johnson reminded the PAB about the meal orders, please have them in by July 30th 2023.

Shannon welcomed Jerry Hoodenpyl as the new primary PAB member from the City of Gaston. She also recognized David Meeker and updated that he needed to step down.

Stephanie Jones adjourned the meeting at 7:27p.