

- ACTION -

POLICY ADVISORY BOARD (PAB) for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **November 10th, 2022 7:00 pm** via Zoom.

POLICY ADVISORY BOARD MEETING MINUTES

The following persons were present:

PAB REPRESENTATIVES:

Banks	*Stephanie Jones
Beaverton	Javier Mena
Cornelius	Brad Coffey
Forest Grove	*Mariana Valenzuela
Gaston	*David Meeker
Hillsboro	*Gina Roletto
King City	*Micah Paulsen
North Plains	*Trista Papen
Sherwood	*Kim Young
Tigard	*Liz Newton
Tualatin	*Bridget Brooks
Washington Co.	*Pam Treece

*Denotes Primaries

OCD STAFF:

Shannon Wilson, Program Manager
Shaena Johnson, Administrative Specialist II
Ann Hawkins, Housing & Community Development Specialist
Lauren Thomas, Housing & Community Development Specialist

GUESTS:

Schuyler Warren, City of Tigard

Board Chair Stephanie Jones called the meeting to order at 7:02 pm.

1. APPROVAL OF September 15, 2022 MINUTES

Kim Young MOVED TO APPROVE the September 15, 2022 MINUTES. Brad Coffey SECONDED. Motion CARRIED. (7 yes, 0 no, 3 abstentions). One Board member arrived after the vote to approve the minutes.

2. APPROVAL OF ESG Application and Rating Criteria

Lauren Thomas reviewed the ESG application and rating criteria with the Board.

For several years, Emergency Solutions Grant (ESG) funds administered through Washington County Office of Community Development (OCD) have been used for rapid rehousing activities contracted through Community Action. In response to HUD feedback as well as local feedback from consultations, the

Office of Community Development took a step back to reassess how to allocate future ESG funding.

Washington County OCD staff consulted with members of the Housing and Supportive Services Network (HSSN) and the Continuum of Care (CoC) to discuss the activities to be funded under regulatory guidelines of the ESG. Based on these consultations, the decision was made to change the focus of ESG funding to homeless prevention through rent assistance for FY22/23 and FY23/24. In addition, staff made the decision to put out a competitive application to select one agency to administer the ESG funds for FY 22/23 and FY23/24.

The distribution of the ESG funds for FY22/23 and FY23/24 was approved by the HSSN on November 2nd.

Staff have created a competitive ESG application and rating tool, some of which was taken from the CBDG Public Services application and rating criteria. A copy of the the application, rating sheets, and timeline for the ESG application cycle.

Stephanie Jones suggested we edit the equity lens rating criteria to be weighted times one instead of weighted times two. This edit was made prior to opening the application.

Lauren reviewed the ESG application timeline with the Board and discussed scheduling a new date for the applicant presentations. These are now scheduled for March 1st at 3pm.

Pam Treece MOVED TO APPROVE ESG Application and Rating Criteria. Javier Mena SECONDED. Motion CARRIED. (11 yes, 0 no)

3. CDBG and HOME Applications Update

Shannon Wilson reviewed the CDBG and HOME applications received for FY2023.

On October 7, 2022, applications were due at OCD for CDBG and HOME assistance for the 2023-24 funding cycle. Staff received a total of eleven CDBG applications and one HOME development applications.

A current review of the applications indicates that the sponsors requested a total of \$1,276,000 in CDBG funds and a total of \$1,200,000 in HOME funds. The PAB meeting packet included a breakdown, by category, of the number of requests received and the total amount of federal funds requested. Staff is in the process of reviewing the applications, and eligibility of the proposals is still being assessed.

4. MISCELLANEOUS AND ANNOUNCEMENTS

The PAB discussed several members who had recent elections and noted two of our PAB members will be resigning by the end of this year.

The next PAB meeting will be on December 08th

Kim Young made a motion to adjourn, Liz Newton seconded.

Chair Stephanie Jones adjourned the meeting at 7:30 pm.