



**MEETING MINUTES  
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY  
March 25, 2021, 9:00 a.m.**

**Virtual Meeting Via Zoom**

| <b><u>COMMITTEE MEMBERS PRESENT</u></b> | <b><u>STAFF PRESENT</u></b>                 |
|---|---|
| Katherine Galian (Chair)                | Komi Kalevor, Executive Director            |
| Sheila Greenlaw-Fink                    | Yaling Huang-Dressel, Housing Controller    |
| Jason Hitzert                           | Josh Crites, Assistant Director             |
| Eric Schmidt                            | Melisa Dailey, Housing Program Coordinator  |
| Balen Younis                            | Annette Evans, Homeless Program Manager     |
| Sid Scott                               | Will Seals, Asset Manager, Public Housing   |
| Vince Chiotti                           | Jes Larson, SHS Program Manager             |
| Renée Brouse                            |   |
|   | <b><u>ABSENT</u></b>                        |
| <b><u>ABSENT</u></b>                    | Shannon Wilson, Housing Development Manager |
| Melinda Bell (Vice-Chair)               |   |
| Ben Sturtz                              |   |
| Dave Bachman                            |   |
| Cindi Otis                              |   |
|   |   |

**I. ROLL CALL** – 9:04 a.m. A quorum was present.

**II. ACTION - APPROVAL OF MINUTES FROM February 25, 2021**

Motion: Renée Brouse

Second: Eric Schmidt

Vote: All approved

**III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES**

**MEMBER UPDATES**

Renée Brouse announced the Good Neighbor Center is hiring a program coordinator. She added they will be holding an event coming up on June 16.

Sheila Greenlaw-Fink stated a new housing resource is coming online in Tigard. She also noted The Good Neighbor Center will be partnering with Community Action on several projects.

Jason Hitzert reported Senate Bill 282 includes provisions that create a transition from the eviction moratorium back to a more normalized situation. It eases up restrictions on guests staying with renters and works in concert with Oregon Housing and Community Services. This allows the rolling out of some of the federal payments for rent.

Balen Younis shared the immigrant and refugee families were happy to receive their stimulus checks however there is continued concern over the ending of the eviction moratorium.

Eric Schmitt reported the Behavioral Health Council (BHC) in Washington County was unaware of the existence of the Housing Advisory Committee (HAC). He will be working to increase visibility of the HAC within the BHC.

Katherine Galian reported Community Action is preparing for the next round of emergency rental assistance. A little over 30% of renters feel they cannot pay rent or are unsure they can pay it for next month. The estimate is 15,000-18,000 households will be in need of rental assistance. One in five households were served in the first round of rental assistance and the next round of funds is projected to serve about half of households needing assistance.

## **ORAL COMMUNICATION**

### **IV. EXECUTIVE DIRECTOR'S REPORT**

Komi Kalevor reported on reopening the Housing Authority lobby to the public since Washington County has moved to moderate risk. The Metro supportive housing services local implementation plan (LIP) final draft is nearing completion. They are still in the midst of hiring several positions within Housing Services. He added there are eight vacancies on the Housing Advisory Committee which includes five members whose terms are expiring soon. These open positions will be presented at the Board's work session on April 6 and for approval on April 20. One role for a housing authority resident remains vacant with no applications but efforts are being made to fill that role.

### **V. STAFF REPORTS**

#### **A. Financial Statements**

Yaling Dressel reported the Department of Housing Services budget, which includes the homeless and Continuum of Care programs, is about \$5 million in addition to Kaiser 300 which is about \$900,000. The Metro Affordable Housing bond totals about \$66 million and the Metro supportive housing services measure budget adjustment was adopted for \$1.1 million. The next budget process is beginning and includes two sets of budgets. One is for the County covering the Department of Housing Services and another budget for the Housing Authority of Washington County which includes HUD funded programs like Section 8, public housing and the revenue bond-funded affordable portfolio. Section 8 has a negative cash flow which will be covered by current reserves. The public housing program is breaking even and Cares Act funding will be used for improvements

to reduce the operating costs. Kaybern Terrace, Aloha Park, and Cornelius Village will receive maintenance updates to reduce long term operating costs. The affordable housing portfolio deferred maintenance assessment is about \$20 million in repair costs. The local fund (developer fees and cash disbursements from Quatama Crossing) brings enough cash flow to be utilized for affordable housing's long term capital needs.

#### B. Housing Choice Voucher Program

Liz Morris reported the occupancy rate for the Housing Choice Voucher program is 86% which has decreased because of attrition. After coming into shortfall in late 2020, the issuance of vouchers was limited. Now the shortfall has been rectified with HUD subsidy, vouchers are available, and staff are connecting with tenants looking to transfer or those needing a tenant based voucher. There have been 100 applications sent out from the general waitlist with an additional 100 being sent out this week. Several of these people have been on the waitlist since 2015. She also noted project based vouchers are at 96% utilization.

#### C. FSS Programs and Special Projects

Liz Morris stated the team has been working on cleaning up the cases in the FSS program which decreased the enrollment number to 66 people currently participating. Remote briefings have been offered to prospective participants to increase program participation. The Kaiser Metro 300 program has reached 74 people who have leased, nearing the goal of reaching 80 people. Bienestar has been partnering as a navigator with this program to assist with finding housing to utilize these vouchers. Additional navigators are being sought to assist more people with the FSS process.

#### D. Public Housing

Will Seals reported his team achieved vacancy days of 36.14 working toward reducing it to the goal of 18 days. The occupancy rate remains high at 99.6% which exceeds the HUD standard. The emergency work order response time is closer to the 2 -3 hour goal.

#### E. Affordable Housing/Portfolio Rehab

Mr. Seals stated his team also achieved an occupancy rate of 96.9% and is looking forward to the rehabilitation of four properties within the portfolio. LMC has been selected as the general contractor for the rehab work and an RFP has been released to recruit an architect. The rehab project is referred to as "HAWC4".

#### F. Housing Development

Mr. Kalevor reported the Saltzman Road Senior Apartments with Home First Development updated its financing structure. Metro suggested 4% tax credits and Home First Development has agreed to this path meaning the cost will increase a bit but the tax credit will allow the church to be paid for the land. There are no changes to the other Metro bond projects. The 36-unit development called Forest Grove Family Housing has been changed to "The Valfre at Avenida 26". The name is a nod to former Housing

Authority director and affordable housing advocate Val Valfre as well as notating the address in Spanish.

### G. Report on Homelessness

Annette Evans reported the winter shelters supplied 200 beds this year. On March 15<sup>th</sup> they successfully transitioned 50 individuals to other shelters to continue the effort through funding from FEMA under a special initiative for non-congregate shelters. The 2021 Point in Time (PIT) showed an increase of 100 homeless individuals. She noted House Bill 3115 did not move out of committee yet. This bill codifies into state statute the 8<sup>th</sup> amendment for local jurisdictions which addresses Martin vs. Boise stating people who have no other place to go cannot be removed from publicly owned lands where they might be camping or living. Senate Bill 410 requires state agencies to implement policies with local governments to set standards for storing personal property from encampments or homeless individuals.

Jason Hitzert stated Senate Bill 410 has been amended and is just focused on Multnomah County.

## **VI. OLD BUSINESS**

Discussion regarding the terms homeless versus houseless: The consensus was to share information regarding both terms and when to use either term.

Union Gospel Mission Women's Shelter presentation was tabled until a future meeting due to Melinda Bell's absence and illness.

## **VII. NEW BUSINESS**

### **Metro Supportive Housing Local Implementation Plan**

Jes Larson reported on the supportive housing services implementation readiness for the new voter approved bond. Work is underway preparing for programmatic implementation that is scheduled to begin July 2021. The local implementation plan drafting process has concluded as well as a two-week public comment period. The final draft will be presented to the Board on April 6 for their consideration and hopeful approval. In general, the plan describes an analysis of current investments in Washington County towards supportive housing and homeless services as well as an analysis of the needs that are still unmet in the community. A response will then be prepared for planned investments with the supportive housing services programmatic funds.

For year one, this program has the expectation to achieve functional zero in chronic homelessness in the region which will be done by investing in supportive housing placements across the region with a goal of 5,000 placements within the tri-county area. Washington county's goal is 1,665 placements with 500 permanent supportive housing placements in the first year. An additional goal of 500 households to be served with other kinds of housing stabilizing services who don't need the permanent services. There is also an additional goal to provide 100 year around shelter beds in Washington

County. The service provider network will need to be increased to bring in a broad network of service providers. Lastly, she noted there is significant work underway to increase the tri-county coordination in this effort.

### **HAC Member Feedback**

Mr. Kalevor reported this is a new ongoing topic to be included on the HAC agenda. The reason for this agenda item is threefold. To better manage staff's role within the meeting, to manage the increased budget within the Housing Authority, and to obtain feedback to make improvements.

The committee suggested a framework of defined topics for HAC members to offer feedback. They also recommended reporting on new or revised information from staff report topics every other month since the information is provided in written format in the distributed report. This would allow more time for more focused discussion for feedback and input. There was also a suggestion for focused trainings regarding the various programs within the Housing Authority and the financial structures associated with each.

### **VIII. RESOLUTIONS/ACTION ITEMS**

NA

### **IX. ADJOURNMENT**

Meeting adjourned at 10:45 a.m.

Komi Kalevor  
Secretary/Executive Director