



HOUSING ADVISORY COMMITTEE

MEETING AGENDA AND INFORMATION PACKET

THURSDAY, February 23, 2023 • 9:00 am – 11:00 am

Zoom Webinar ID: 815 5483 5905 PW: 173720

Call-in number: 1 253-215-8782

OUR MISSION

The Washington County Department of Housing Services provides a continuum of affordable housing options that promote community strength.

OUR STRATEGIES

- Provide rental assistance
- Assist people in achieving housing stability, focusing on lower income populations
- Develop, acquire, and maintain affordable housing
- Provide career placement and training opportunities through partner organizations
- Connect low-income people to additional programs and services
- Provide home ownership opportunities, where appropriate
- Collaborate with public and private partners

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, February 23, 2023 • 9:00 am – 11:00 am

Zoom Webinar ID: 892 7558 8004 PW: 087757

Call-in number: 1 253-215-8782

- I. MEETING CALLED TO ORDER
- II. DISCUSSION – ORAL COMMUNICATIONS and MEMBER UPDATES
- III. ACTION – APPROVAL OF MINUTES
 - A. January 20, 2022 **9:15 A.M.**
- IV. EXECUTIVE DIRECTOR’S REPORT
 - A. Executive Director Report..... Page 3 **9:20 A.M.**
- V. RESOLUTIONS / ACTION ITEMS
 - A. Approve Return to In-Person Meetings..... Page 5 **9:50 A.M.**
- VI. ONGOING BUSINESS
 - A. Annual / 2024 Housing Services Department Budget Planning..... Page 5 **9:30 A.M.**
- VII. NEW BUSINESS
 - A. Gov. Kotek’s Homelessness State of Emergency Update Page 5 **10:00 A.M.**
- VIII. DEPARTMENT UPDATES
 - A. Finance Updates Page 7 **10:10 A.M.**
 - B. Development Updates Page 7 **10:35 A.M.**
 - C. Additional Department Updates..... Page 7
- IX. ADJOURNMENT **11:00 A.M.**

2023 HAC MEETING SCHEDULE	
Thursday, January 20 (Rescheduled 2022 Forum)	[No July Meeting]
Thursday, February 23	Thursday, August 24
Thursday, March 23	Thursday, September 28
Thursday, April 27	Friday, October TBD – Forum
Thursday, May 25 – Budget Review	Thursday, November 16
Thursday, June 22	Friday, December TBD – Luncheon



IV. EXECUTIVE DIRECTOR'S REPORT

Since lifting COVID-19 restrictions and masking requirements in coordination with the State of Oregon in March of 2022, the Housing Department continues to follow health protocols, while focusing on the balance between community service and safety. Many County meetings are moving to hybrid settings, with in-person meetings that still offer the option of virtual attendance. We continue to work with our boards and committees and will monitor situations during the Winter season and consider options.

Recruitment for new Housing Advisory Committee members is currently under review, with interviews having been held during the week of February 13th. Applications for positions on the HAC are accepted year round, but recruitment interviews are held (typically) during the month of February in order to have final approval of candidates by the Board of County Commissioners before the March 31st term limit end date and the new term begin date of April 1st. After appointments for new members has been approved by the Board of County Commissioners, new members will attend a new member orientation meeting and begin formally attending HAC meetings with the April meeting. The current number of positions for the HAC the are either open or have a candidate up for reappointment is six, including the following member positions:

- Elderly representative
- Property Management Representative
- Social Services Organization representative
- Finance Professional representative
- Design/Architecture/Engineering representative
- Real Estate/Development/Construction representative

On Friday, January 20th, Washington County held the postponed 2022 Housing Advisory Committee (HAC) Forum in a hybrid format at the Washington Street Conference Center. The Forum had a presentation on the economics of Washington County and Oregon State from Josh Lehner, a panel discussion between Mindy Stadlander (Health Share Oregon), Marni Kuyl and Josh Crites (Washington County) on Medicaid, and concluded with a panel discussion between Patricia Rojas (Metro), Kathy Nyland (City of Tigard), Jesse VanderZanden (City of Forest Grove), and Natasha Detweiler (Oregon Housing and Community Services (OHCS)) on community partnership. A link to a recording of the forum can be found on the County's YouTube page, on the Housing Advisory Committee webpage, or [here](#) (if viewing a digital copy of the agenda).

Some highlights shared at the HAC forum from the year 2022 include:

- Housing Authority/Housing Services helped roughly 1300 people experiencing homelessness move into long-term housing;
- Housing Authority/Housing Services provided 320 year-round, temporary, and winter shelter beds
- Housing Authority/Housing Services opened 117 new affordable apartments thanks to the Metro Regional Affordable Housing Bond. Low-Income Housing Tax Credits, County's Housing Production Opportunity Fund (HPOF) and Private Activity Bonds. As of the HAC Forum, there are nearly 1,000 additional units under construction in Washington County;
- Housing Authority/Housing Services administered 3,800 vouchers/rental assistance of which roughly 3000 are federally funded; the balance is Regional Long Term Rent Assistance (RLRA) aka "ARLA" made possible by Supportive Housing Service funds
- Housing Authority/Housing Services renovation of our affordable housing portfolio to provide over 332 high quality homes through AHP4 project. AHP Phase II that will rehabilitate the balance of under 300 units is in due diligence and financial feasibility stage.



WASHINGTON COUNTY OREGON

As of November 1, winter shelter capacity is available, bringing up total shelter capacity in Washington County to serve 320 households. The Winter Shelter launch by the combined Housing Supportive Housing Services (SHS) and CoC teams added 80 shared space (congregate) beds and 65 single room (non-congregate) units through May 31, 2023. Washington County partners with Open Door, HousingWorks, Project Homeless Connect, Just Compassion, Centro Cultural and Boys and Girls Aid Society to provide winter shelter operations.

Shelter is allocated through a simple assessment coordinated by Community Action. Shelter assessments can be completed by outreach providers and housing case managers to ensure shelter options are low barrier. Once individuals reach the top of the waitlist, they are given 72-hours to claim their spot. The congregate shelter locations are the Cloverleaf Building at the Westside Commons (50 beds) and the Beaverton Community Center (30 beds).

The SHS program is also partnering with the City of Hillsboro to provide temporary safe rest pod shelter to 30-40 individuals in the parking lot of the eventual permanent year-round Hillsboro shelter location (corner of TV Hwy and 17th Ave). Pods opened October 21 and received media attention from KOIN. Around the clock shelter operations are provided by Open Door HousingWorks and guests will be connected to housing services to help them transition into permanent, affordable housing. These pods will provide much needed shelter through March 2023 prior to the construction of a permanent year-round shelter at this location. The pods can also be deconstructed and moved to another location when one is identified.

Lastly, the authority continues to wait on full Move-to-Work (MTW) plan approval from HUD. We have received partial approval of some activities and are excited to share that the rent assistance team is moving forward with a revised, triennial review schedule for seniors and people with disabilities. Once we receive full approval, we'll be ready to move forward with implementation of our Tiered Rent Program, the Beaverton School District services, and other MTW activities.

Thank you for your interest and dedication to affordable housing in Washington County!

Komi Kalevor
Director



V. RESOLUTIONS/ACTION ITEMS

A. Approve Return to In-Person Meetings

Staff and committee members will discuss the feasibility of conducting all Housing Advisory Committee meetings, beginning in March of 2023, in a hybrid format; with the expectation of the majority of staff and committee members attending in person. Committee meetings have been conducted virtually due to protocols related to COVID-19, but with the County’s return to normal efforts beginning in 2022 we are now able to transition to hybrid meetings. HB2560, passed on January 1st 2022, requires that all Oregon public meetings have remote accessibility, but leaves full discretion to boards/committees on deciding between conducting in-person/hybrid meetings or remaining fully virtual. If there are no requests for virtual attendance to a meeting, the meeting can go without the virtual option as long as the opportunity for members of the public to request virtual access is clearly stated in the meeting notice, and a clearly stated timeline by which the public have to submit a virtual access request.

VI. ONGOING BUSINESS

A. 2023/2024 Housing Services Department Budget Planning

The Washington County Department of Housing Services / Housing Authority of Washington County (HAWC) is preparing our budget priorities for the 2023-2024 year (our financial year runs from July 1, 2023 to June 30, 2024). As part of this process, we are gathering feedback from our community about the work we do and where to focus next year.

Our conversations are centering around three big questions:

- 1) What solutions to address housing and homelessness are most important to you and our community?
- 2) What does it mean to you to advance equity with our budget commitments?
- 3) What are unmet and/or ongoing needs you see in our community?

We are looking for your feedback on these questions. We know that there is a significant amount of need in our community, and that the reality of funding and staffing sometimes means we can’t do as much as we would like. Our work often centers on long-term commitments and goals of consistent improvement and progress. With all of that in mind, it is important that we hear from our community about how we do our work and where we should explore priorities.

VII. NEW BUSINESS

A. Gov. Kotek’s Homelessness State of Emergency Update

On January 10th 2023, Gov. Tina Kotek signed an executive order declaring a state of emergency in much of Oregon due to homelessness. Washington County was informed that the Governor’s office is directing Oregon Housing and Community Services (OHCS), and the Oregon Department of Emergency Management (OEM) to support the Continuum of Cares (CoC) and their local partners in standing up a Multi-Agency Coordination (MAC) group to meet the statewide goals named in the Executive order:



1. Prevent homelessness for at least 8,750 households statewide
2. Increase shelter capacity in emergency areas by 600 units, and
3. Rehouse at least 1,200 households statewide.

The concept behind this strategy is based on a model that is currently operating [in Seattle](#)

OHCS and OEM have scheduled one on one “Planning Meeting & Listening Session” with CoC leads and Emergency Management teams from across the state. The intent of this meeting is to get clarity on what the governor’s direction is for each CoC, resources that are being made available from the State to support this effort and clarify the requests imbedded in the regional planning template for our CoC. As our CoC includes all of Washington County and the jurisdictions within it, we will be working together with our city and service provider partners to develop a comprehensive and cohesive plan and implement our local strategy.



VIII. DEPARTMENT UPDATES

A. Finance Updates

Update will be sent separately, via email, from packet to committee members before the meeting on Thursday, February 23rd, 2023.

B. Development Updates

On February 7, 2023, the Washington County Board of Commissioners approved the final allocation of Washington County's eligible share of \$118 million in Metro Housing Bond funds. The Metro Housing Bond has been the key public resource supporting affordable housing development in Washington County, with 11 projects receiving committed funding to support over 875 units of new housing.

The Department of Housing Services development team has started planning efforts on additional future funding options and planned projects to continue the pipeline of affordable housing in Washington County. There are several planned projects in the development pipeline, and those projects could utilize a combination of several funding sources. The Housing Advisory Committee (HAC) will consider a presentation by Washington County Housing Development Manager, Andrew Crampton, on potential funding sources and potential pipeline projects in Washington County.

These funding options include utilizing the HAWC Local Development Fund to acquire sites in anticipation of expected additional state resources from the Governor's biannual budget allocation request package, Metro Site Acquisition Funds, OHCS 4% Acquisition/Rehab and Preservation funds, and land banking by acquiring sites utilizing PSH Capital funds for temporary houseless services uses with a plan for future permanent affordable housing development.

Utilizing these funding opportunities, Housing staff estimate there are approximately seven potential pipeline projects that would provide approximately 557 regulated affordable housing units in Washington County that could close on development within the next two to three years.

C. Additional Department Updates

1. Rental Assistance

General Updates:

The Rental Assistance Division has been working on the Tiered Rent Study launch as part of our MTW eligibly. The first round of enrollment to the random assignment study has taken place over the last of January and beginning of February. The division has also welcomed several new staff members and promotion over the past couple of months.



Voucher Utilization

Vouchers and Awards Leased Up											
HUD Programs											
	HUD Regular Vouchers (ACC)										
	HCV			VASH			FYI			All Actual UML	
	ACC	#	%	ACC	#	%	ACC	#	%	#	%
Dec-22	2,732	2,568	94.00%	247	162	65.59%	7	7	100.00%	2,737	91.66%
Jan-23	2,732	2,574	94.22%▲	247	167	67.61%▲	7	7	100.00%	2,748	92.03%▲
Grand Total	2,732	2,574	94.22%	247	167	67.61%	7	7	100.00%	2,748	92.03%

*Grand total percentages are calculated as the number of units leased up over the annualized ACC/Allocation for each program.

Vouchers and Awards Leased Up												
HUD Programs							Regional Programs					
	HUD Special Vouchers						SHS/RLRA					
	Mainstream			EHV			RLRA			SHS/RRH		
	ACC	#	%	ACC	#	%	Allocated Units	#	%	Allocated Units	#	%
Dec-22	208	150	72.12%	89	76	85.39%	800	607	76%	400	66	0.165
Jan-23	208	150	72.12%	89	75	84.27%▼	800	616	77.00%▲	400	79	19.75%▲
Grand Total	208	150	72.12%	89	75	84.27%	800	616	77.00%	400	79	19.75%

*Grand total percentages are calculated as the YTD number of units leased up over the annualized ACC/Allocation for each program.



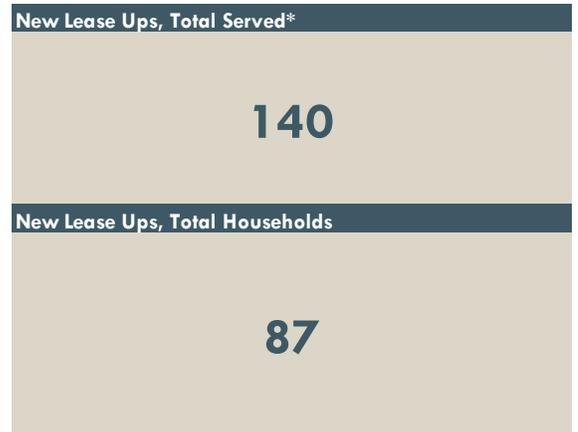
New Admission Demographics

Demographics shown for all new lease-ups across all Rental Assistance Division Programs.

New Lease Up Participants by Race		
Race	Count	%
American Indian	7	5%
Asian	2	1%
Black	11	8%
Missing race	3	2%
Multiple	18	13%
Pacific Islander	3	2%
White	96	69%
Grand Total	140	100%

New Lease Up Participants by Ethnicity		
Ethnicity	Count	%
Hispanic or Latina/o/e	27	19%
Not Hispanic or Latina/o/e	111	79%
x-missing ethnicity	2	1%
Total	140	100%

New Lease Up Participants by Race and Ethnicity, Combined		
Hispanic or Latina/o/e	Count	%
American Indian	0	0%
Black	0	0%
Missing Race	0	1%
Multiple	1	1%
White	26	19%
Not Hispanic or Latina/o/e		
American Indian	7	5%
Asian	2	1%
Black	11	8%
Missing Race	3	2%
Multiple	17	12%
Pacific Islander	3	2%
White	70	50%
Grand Total	140	100%



*All household members



Family Self Sufficiency

Participating Households

Housing Choice Vouchers	55
Public Housing	11
VASH	1
Mainstream	2
Total Participating Households	69

Escrow Balances

Households with Escrow Balance >\$0	32 (46%)
Total Escrow Balance	\$266,430
Highest Escrow Balance	\$37,469
Average Escrow Balance	\$3,806

Monthly Escrow

Households Accumulating Monthly Escrow	23 (33%)
Total Monthly Escrow	\$12,852
Highest Monthly Escrow	\$1,169
Average Monthly Escrow	\$184

Average Increase in Annual Earned Income

Households showing increase in Annual Earned Income	27 (39%)
Total Increase in Annual Earned Income	\$586,513
Highest Increase in Annual Earned Income	\$54,749
Average Increase in Annual Earned Income	\$879

2. Public Housing & Affordable Housing

Public Housing

Program	Units	Occupancy Rates			
		Oct - 22	Nov - 22	Dec - 22	Jan - 23
Public Housing	244	100%	99.5%	98.7%	98.7%

Average Vacancy Days

HAWC closed January with an occupancy rate of 98.7%. Two units were leased in January with an average vacancy period of 33 days in January. HAWC’s goal for vacancy period is 18 days.

Work Order Effectiveness

Average maintenance response time for work orders is a major indicator that correlates closely with resident satisfaction and preservation of our capital assets. HUD standard for completion time on emergency work order is 24 hours and 25 days for routine work orders. HAWC’s goal is 3 hours for



emergency work orders and 3 days on routine work orders. For January, the average maintenance response time for emergency and routine work orders was:

Work Order Performance				Waitlist			
Emergency W/O	Jan - 23			1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
	Avg. Time	Routine W/O	Avg. Time				
6	3.0 hours	182	17.7 days	711	200	45	21

Affordable Housing

HAWC owns and operates affordable properties included in financial reports under Affordable Housing, Bond Portfolio, and Specialty Housing

Occupancy Rates	
	Jan - 23
AHP4 (332 units)	76.5%
Bond Portfolio (263 units)	98.3%
Specialty Housing Portfolio (28 units)	96.4%

HAWC Partnership Affordable Projects

Project Name	City	St.	1 BR	2BR	3 BR	4 BR	Total Units	Year Completed
Covey Run	Forest Grove				26	14	40	2001
Gateway Commons	Hillsboro		18	51	44		113	2004
Quatama Crossing	Beaverton		222	423	66		711	2006
The Orchards at Orenco Station	Hillsboro		40	17			57	2015
The Orchards at Orenco II Station	Hillsboro		44	14			58	2016
The Orchards at Orenco III Station	Hillsboro			33	19		52	2018
Sunset View Apartments	Beaverton		88	112	36		236	2016
The Fields	Tigard		128	104	32		264	2020
Willow Creek Crossing	Hillsboro	38	71	11			120	2020
TOTAL	-	38	611	765	197	14	1,651	

Note #1: Cascade Housing Inc., the development partner, has sold Covey Run and is in the process of selling Gateway Commons. Affordability covenants are unaffected.

Portfolio Rehab

- Bonita Villa: Building A, the first of four buildings at the property, is nearing completion of the interior work and is on track for a handover to property management for occupancy in February.



- Aloha Park: Building 7, the first building to be renovated, has completed all interior work and residents began occupying the units on January 15th. Work is progressing on Building 6, and site work is underway for the remaining buildings.
- The Ridge at Bull Mountain: Interior work and occupancy has been completed on Buildings A and B, and Building C is targeting occupancy in early February as well.

3. Homeless Services Division (SHS & COC)

One Homeless Services System Update

The Homeless Services Division has launched a 9-month process to re-imagine system governance to bring our needs assessment, gaps analysis, system evaluation, planning, budgeting, reporting and oversight structures into alignment. Members from each of our currently seated advisory groups were invited to participate in a Transitional Advisory Group (TAG). The group will have a series of gatherings and review proposals and feedback over the next several months. Eight individuals have been selected to participate. The first gathering of this group took place on February 1, 2023. In their first meeting they reviewed the shell of a proposed structure that would meet HUD, Metro, and County governance requirements and clearly define reporting lines. The next step will be to identify specific areas of work, approvals, and advisory needs for the department and review feedback from the broader network of participants regarding what is working well in the current system to begin the work of fleshing out the proposed structure and identifying key items to include in charter documents.

Time Place Manner policy development update

The Board of County Commissioners have directed staff to develop a draft policy to establish camping restrictions consistent with House Bill 3115 passed by the Oregon Legislature in 2022. Effective June 30, 2023, city and county jurisdictions must ensure that all ordinances regulating camping on public property must be reasonably objective and clear as they pertain to time place and manner for people experiencing homelessness. Furthermore, camping on public property must be allowed to some extent as if no shelter alternative is readily available.

During a briefing with the Board on January 17th, staff were directed to explore implications of policies that include restrictions on locations including natural areas, right of way, and residential areas; restrictions on manner similar to the Encampment Management Program; and possible restrictions on length of time bring back a draft policy that would meet the standard of reasonableness. Staff were also directed to consider enforcement procedures that would ensure the effectiveness of the policy without creating undue burden on people experiencing homelessness.

Staff are working with stakeholders including outreach providers, shelter providers, law enforcement and city partners, and legal expertise to gather specific feedback in support of the policy development. Broad



public engagement will be conducted following further direction from the Board in April work session to discuss the topic.

Aloha Inn PSH program opens March 13, 2023

Community partners are preparing to open the first 100% PSH program in Washington County, funded with new voter approved revenue from the Affordable Housing Bond and the Supportive Housing Services Levy. Applications from eligible households who are experiencing chronic homelessness are currently be processed to accept new residents who will begin moving in on March 13th. The building will support 54 households (individuals and couples) in studio units with 24/7 staffing and wrap around services. The building will be managed with coordinated PSH services provided by CPAH, Bienestar and Sequoia Mental Health, and property management provided by Cascade Management. A community meeting is being held Tuesday, February 21st to introduce neighbors to the program and partners. A renaming process will be conducted by a local artist through March, in partnership with local community members, service providers, and residents, and the new name will be announced at a grand opening celebration held for community partners and supporters in April.

Permanent Supportive Housing provides households with a disabling condition and have experienced prolonged homelessness with intensive case management services and Regional Long-term Rent Assistance (RLRA) to ensure permanent housing stability. Once placed in housing, case managers continue to provide wrap around supports.

Housing Case Management Services – Permanent Supportive Housing –	
<i>As of 2/15/23</i>	
Enrolled in PSH program, working with a case manager	951 households
Housing Placements	674 households
Shelter Plus Care Program Placements	182 households
Households enrolled and seeking housing with an RLRA voucher	176 households
Eligible and waiting for PSH program	586 households

Rapid Rehousing provides 2-24 months of rent assistance with supportive housing case management services for households who need temporary support to end their homelessness while working towards independent financial and housing stability.



Rapid Rehousing	
Enrolled in RRH program, working with a case manager	185 households
SHS RRH housing placements	89 household
CoC RRH Placements	94 Households
Eligible and waiting for RRH program	772 households

Federal Funding, Reporting, and Activities

Under the FY2021 CoC Program, HUD awarded a grant of \$4,055,487 to provide rent assistance, services, and administration funding for programs this term. On 8/1/2022, HUD announced the [FY2022 CoC Program](#) Notice of Funding Opportunity to apply for competitive funds for the next grant term. Housing Services, the CoC Collaborative Applicant, submitted the Consolidated application and coordinating the project application competition in response to the [FY2022 CoC Program Request for Proposals](#). The CoC Board met on 9/14/2022 to rate and rank new and renewal project applications for inclusion in the CoC Collaborative Application. Following a [public review](#) period from 9/23/2022 through 9/27/2022, the application was submitted to HUD on 9/28/2022 and we are currently waiting to hear the outcome of that application process.

2023 HUD NOFO – Registration has opened for the FY 2023 CoC Program Competition. Washington County Department of Housing Services will register for the competition on behalf of our Continuum and project sponsors before the deadline of 3/2/2023.

Homeless Services Reporting

The Supportive Housing Service program provided a quarterly update to the Board of County Commissioners on February 7th and submitted the quarterly report to Metro as required. The program is on track to achieve or surpass all program goals for Year 2. Program updates and outcomes can be found [here](#).

A critical aspect of the HEARTH Act is a focus on viewing the local homeless response as a coordinated system of homeless assistance options as opposed to homeless assistance programs and funding sources that operate independently in a community. To facilitate this perspective the Act requires communities to measure their performance as a coordinated system, in addition to analyzing performance by specific projects or project types.

The System Performance Measures include performance outcomes for all projects included in the Housing Inventory Chart and are presented to our CoC and CoC Board prior to submission to HUD. Once these measures are submitted to HUD they are made available on our [website](#) for public viewing.



The Metrics that Washington County is required to report on are:

- Metric 1: Reduction in Length of Time People Remain Homeless
- Metric 2: Reduction in % of People Returning to Homelessness (Recidivism)
- Metric 3: Reduction in # of People Experiencing Homelessness
- Metric 4: Increase in % of Adults who Gain or Increase Income (HUD-funded CoC Program)
- Metric 5: Reduction in People Experiencing Homelessness for the First Time
- Metric 7a1: Increase in % of Adult Head-of-Households Exiting from Street Outreach to Permanent Housing (PH)
- Metric 7b1: Increase in % of Adult Head-of-Households Exiting to PH or retain Permanent Supportive Housing (PSH)

The full report will be available for review after 2/28/2023

Other upcoming reports:

Point in Time Count & Housing Inventory Count – Due May, 2023