



# Department of Housing Services



## Homeless Solutions Advisory Council New Member Guide 2025



*Collage of Solutions Council members, Homeless Services Division program participants, and partners.*

### **Mission**

The Homeless Solutions Advisory Council provides guidance on the county's homeless services system of care, encouraging collaborative partnerships across a wide array of systems to build a Washington County where the experience of homelessness is rare, brief, and one-time.



# Department of Housing Services



## Table of Contents

- I. Welcome Letter from Assistant Director, Jes Larson (page 3)
- II. Bylaws: Homeless Solutions Advisory Council (page 4)
- III. Meeting Schedule (page 4)
- IV. Roster of Members (pages 4-7)
- V. The Homeless Services Division
  - i. Mission, Vision, Equity Statement, and Values (page 8)
  - ii. Organizational Charts (page 9)
  - iii. Progress Charts (page 10)
  - iv. Point-in-Time Count (pages 11-12)
  - v. Partners (pages 13-14)
  - vi. Continuum of Care (pages 14-15)
  - vii. Funding Sources (pages 15-16)
  - viii. Homeless Services Programs (pages 16-18)
  - ix. Shelter System (page 19)
  - x. Community Connect and HMIS (pages 20-21)
- VI. Department of Housing Services / Housing Authority of Washington County (pages 21-22)
- VII. Oregon Government Ethics Law – A Guide for Public Officials (pages 22-24)
- VIII. Public Records and Meetings Law (pages 24-25)
- IX. Washington County Workplace Discrimination, Harassment, and Rehabilitation Prevention (page 26)



# Department of Housing Services



## Welcome Letter

Hello esteemed Solutions Council members,

I am eager to welcome you to your new role as a member of the Homeless Solutions Advisory Council (Solutions Council). As we embark into the new year, we also embark on a new chapter of our collective work to address homelessness with housing stability in our community.

The first three years were a time of rapid growth thanks to voter-approved Supportive Housing Services measure resources. At the same time, the tried-and-true work of as the county's Continuum of Care has taken advantage of new opportunities to stretch resources and strengthen partnerships to better serve our community. Today, we are tasked with hard conversations as dips in SHS revenue have pushed us to determine how to adjust to a period of resource constraint and focus our work on optimizing our new homeless system of care, no longer rapidly expanding it.

The Homeless Solutions Council will guide the county as stewards of federal, state, and local resources strategically and equitably invested to make homelessness rare and brief in our community. The Solutions Council includes technical subcommittees, strategic work groups, a lived experience advisory body, and our trusted partners at HSSN (the Housing & Supportive Services Network). This structure of experts, partners, and community voices will work together with you to inform and lift-up best practices, aligned with our community values.

The year ahead will offer challenges and new opportunities. We in the county understand the gravity of this work and remain committed to continuous improvement. Thank you for joining us and being part of the solution in Washington County.

In partnership,  
Jes

Jes Larson  
Assistant Director of Homeless Services



# Department of Housing Services



## Bylaws: Homeless Solutions Advisory Council

Members are encouraged to read through the Solutions Council Bylaws, linked below. The Bylaws include the roles of the Chair and Vice-Chair, the subcommittees, and more.

LINK: [Bylaws: Homeless Solutions Advisory Council](#)

## Meeting Schedule

Meetings will occur monthly on the third Thursday of the month from 2 to 3:30 p.m. and will take place in person and via Zoom.

## Roster of Members (as of January 2025)

### Abelmar Garcia Gomez

Abel is a McKinney-Vento Liaison and Foster Care Point of Contact for the Hillsboro School District. He is the Co-Chair for McKinney-Vento Education Network and a current member of the Continuum of Care (CoC) board. Abel previously served as the Coordinator for Latino Youth Programs for the school district and would bring lived experience to this board. Abel resides in District 2 of Washington County.

### Adam Peterson

Adam Peterson (he/him) has spent his career in behavioral health and systems change efforts. He currently serves as the Behavioral Health and Integrated Services Program Manager at Health Share of Oregon, one of the coordinated care organizations serving folks with Medicaid in Washington County. More recently through his work, he's had the opportunity to dive deeply into the intersection of healthcare and housing. Adam grew up in Washington County and continues to proudly reside in District 3 with his wife and son.

### Christina Matousek

Christina is the Co-Executive Director at National Alliance on Mental Illness (NAMI, Washington County). She has extensive experience in the education field as a teacher and has provided advisory to the State as a member of the State Advisory Council on Special Education, which advises the Oregon Board of Education. She has also been



# Department of Housing Services



recently appointed to the State Mental Hospital Museum to gain a better understanding of the history of mental health treatment in Oregon. Christina resides in District 2 of Washington County.

## Danielle Dawson

Danielle A. Dawson is the Executive Director of Good Neighbor Center in Tigard, bringing over 15 years of experience in homelessness services, from direct volunteer work to executive leadership. Over the past decade, she has provided oversight for homeless shelters and housing programs as well as domestic violence and sexual assault services, building deep expertise in addressing complex housing insecurity challenges. Since 2014, she has actively served on Continuum of Care boards and committees, helping to shape inclusive policies and programs that address systemic barriers to safe and stable housing. With both professional knowledge and lived experience with homelessness, Danielle brings a compassionate approach focused on practical, lasting solutions.

## Dayana Paz

Dayana Paz is the Director of Client Services at the Family Justice Center and is a HSSN member. Dayana has strong relationships with the 18+ agencies the Family Justice Center partners with and brings the critical skills of cross-agency coordination and collaboration. She also brings very significant experience with individuals/families fleeing abuse or domestic violence. Dayana resides in District 1 of Washington County.

## Drew Williamson

Drew is the Senior Director of Shelter and Housing for Boys and Girls Aid. Drew is an active member of the Housing and Supportive Service Network (HSSN). Drew has partnered with a vast network of service providers over the years. Additionally, Drew has worked with Oregon Alliance at the State-Level to advocate for increased funding of homeless youth programs. Drew resides outside of Washington County but serves homeless youth across the County.

## Hannah Leyshon

Hannah Leyshon (she/her) is a passionate leader who believes in thinking differently about housing, services, and community solutions to broad social problems driving inequity. Hannah specializes in planning, implementing, and evaluating housing services and operations across the metro area. She is experienced in collaborating with local service providers to fill critical service gaps, and through her lived experience, understands the barriers facing our homeless populations. She also





# Department of Housing Services



has experience volunteering at shelters for Salvation Army and Transitions Projects Inc. Hannah resides outside of Washington County, however, she serves community members all around the metro area. Hannah currently works as the Housing Services Director for Bridges to Change and is responsible for housing program operations, oversight of services, and leadership of the division.

## James Bane

James is a retired physician who has spent the last 30+ years in the medical field. James worked at the VA and spent time working on the Healthcare for Homeless Program. Prior to that, he worked at the Multnomah County Health Department as a physician. Since retiring, he has volunteered with Street Roots, Transition Projects, the Medical Reserve Corps of Washington County, and Multnomah County providing health consultations to those experiencing homelessness. James resides in District 2 of Washington County.

## Kim Haughn

Kim Haughn is a Community Risk Reduction Manager at Tualatin Valley Fire & Rescue. She's worked for the fire district for nine years. Prior to TVF&R, she worked for Washington County's Department of Land Use and Transportation for eleven years. In 2023, she took part in the Bloomberg Harvard City Leadership Initiative focusing on strategic and collaborative approaches to address homelessness with local partners. She currently sits on multiple committees including Tigard CHART, Washington County SIM-C, and Clackamas County Community Response Framework, all of which entail covering a variety of topics such as homelessness, behavioral health, and substance use. When Kim is not working, she loves spending time with her partner and their boxer dog exploring the great outdoors.

## Kim Marshall

Kim is the Executive Director for Project Homeless Connect and is a voice for change in the local community. She brings with her a great amount of board experience, all of which relate to different community-oriented topics. Kim has long been engaged in this work and is a participant in the Housing and Supportive Services Network (HSSN). She brings a large network of service provider partnerships to this board. Kim resides in District 3 of Washington County.



# Department of Housing Services



## Rachael Duke

Rachael Duke (she/her) is the Executive Director at Community Partners in Affordable Housing, a role she's served since 2015. Rachael has 35 years of experience working in the field of housing and housing services. Her vast experience includes fifteen years with HomeForward/the Housing Authority of Portland, seven years with the City of Portland's Bureau of Housing and Community Development, and three years with Outside In, a non-profit that serves youth who are homeless. At Home Forward, Rachael spent the last few years of her tenure responsible for the overall operations of the agency's resident services, including time developing and implementing supportive housing for people with multiple housing barriers. Over the last three decades, Rachael has served on numerous boards, currently serves as board chair for Housing Oregon.

## Stacey Triplett

Stacey is the Engagement Director for AARP Oregon. Stacey has experience in workforce development and creating cohesion amongst community partners for service delivery and advocacy outcomes. She enjoys a breadth of connections with Washington County including through the AARP Community Action Team which volunteers in providing high-impact outreach at local events, civic projects and with elected leadership. Stacey resides outside of Washington County but works across the county on behalf of older adults and their families. She leads the financial resilience portfolio that includes Social Security and other retirement savings topics especially OregonSaves performance and oversight. She previously served on the Homeless Plan Advisory Committee, as well as the Board of Directors for Proud Ground.

## Vernon Baker

Vernon is the Executive Director for Just Compassion of East Washington County. He also brings a lot of other experience to the council, as he has worked with the City of Tigard and Multnomah County on numerous initiatives such as accountability for police departments, and transparency for oversight committees. Vernon continues to be a voice of equity and inclusivity for members of the community. Vernon resides outside of Washington County, but primarily works in Districts 1 and 3.

## Zoila Coppiano

Zoila is the Director of Housing Stability at Community Action, overseeing programs including Rent Assistance, Utility Assistance, Eviction Prevention, Coordinated Entry, Case Management, Weatherization, a Family Shelter, and a Food Pantry. With over a decade at Community Action, Zoila draws from her lived experience as an immigrant.



## Department of Housing Services



She was one of the first Bilingual Community Connect assessors in 2014 and has served as a Housing Navigator, Rent Well Instructor and advocate, helping individuals and families secure and maintain housing. She has previous experience with the Oregon Department of Human Services (ODHS) and the Domestic Violence Resource Center (DVRC). She currently also serves on the Tri-County Planning Body and is passionate about ensuring underserved communities have access to critical resources. Zoila resides in District 4 of Washington County.





# Department of Housing Services



## The Department of Housing Services Mission, Vision, Values and Structure

### Department of Housing Services Mission

The Department of Housing Services creates pathways out of homelessness, promotes housing stability, and invests in affordable communities for Washington County and our residents.

### Department of Housing Services Vision

We envision a Washington County where everyone has an affordable home with the supports and opportunities each of us needs to thrive.

### Department of Housing Services Values

- **Collaboration:** we can't do this work alone. We work in partnership with the people we serve, other public agencies, non-profit organizations, private businesses, and our neighbors.
- **Accountability:** We believe in transparency and being good stewards of public resources.
- **Responsiveness:** We are committed to meeting the diverse needs of the community we serve and adapting in response to changing conditions.
- **Equity:** We center racial equity and promote equitable access for all to an array of housing opportunities.
- **Sustained impact:** We take the long view through a commitment to deliberate, strategic and holistically sustainable approaches.

### Department of Housing Services Equity Statement

To achieve our vision of a community where everyone has an affordable home with the supports and opportunities each of us needs to thrive, we work to advance racial equity. Communities of color have been systematically excluded from opportunities to own property, achieve financial security, and create generational wealth through centuries of racist and unjust policies and practices. Washington County residents also face barriers to housing because of other characteristics such as immigration status, disability, and age.

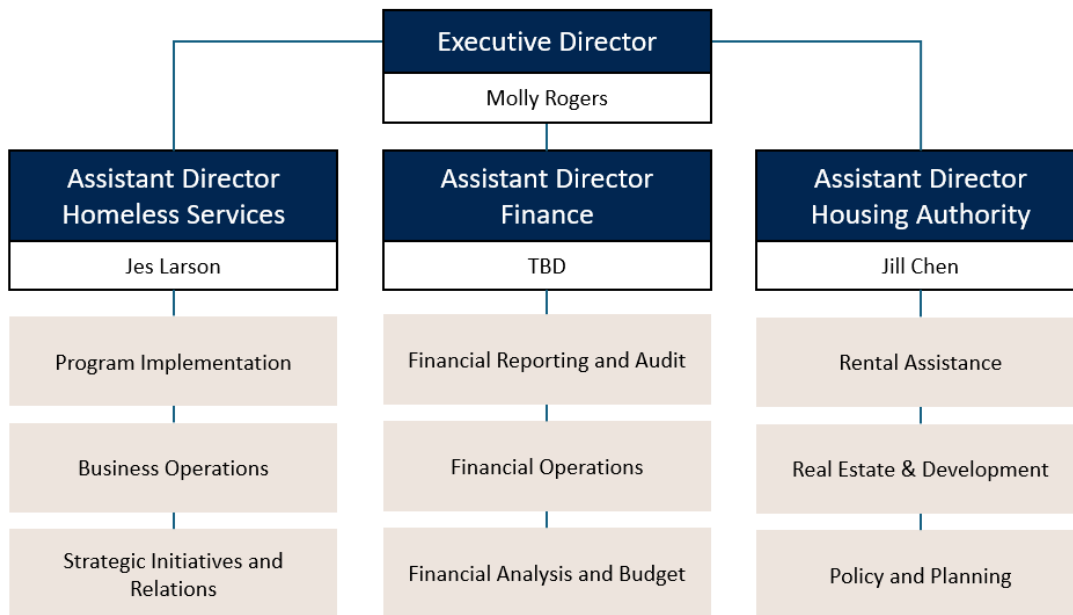
Eliminating these disparities requires that we address barriers that create inequities in housing opportunity while prioritizing services to populations disproportionately impacted by these disparities. We will deploy intentional strategies to advance racial equity while working to increase access to housing opportunities for all who face barriers to housing in our community.



# Department of Housing Services



## Department of Housing Services: Leadership

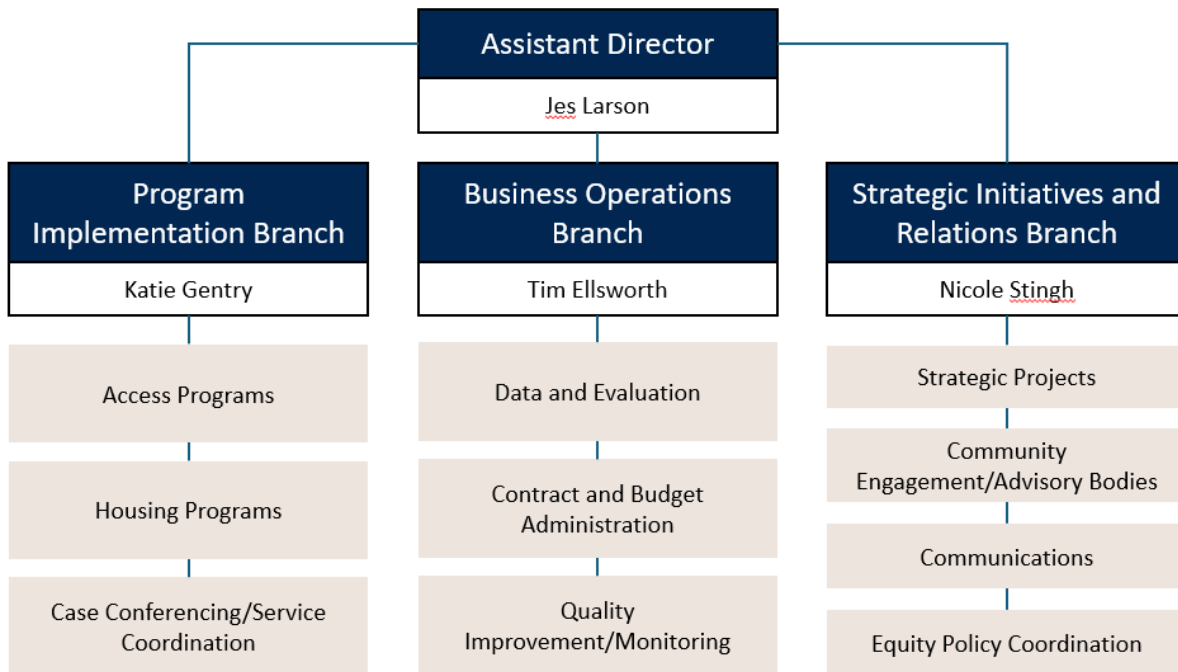




# Department of Housing Services



## Homeless Services Division



### Homeless Services System of Care: Values & Vision, Progress, Point-in-Time Count, Partners

#### Values & Vision

Washington County’s homeless services system is built on cross-sector collaboration and innovative approaches to create a future where homelessness is brief and rare. We use data-driven decisions to leverage multiple funding sources, each with complex requirements, to ensure a complete system of care for those experiencing homelessness. Washington County braids programs and resources together, allowing community-based service providers to focus on service provision.

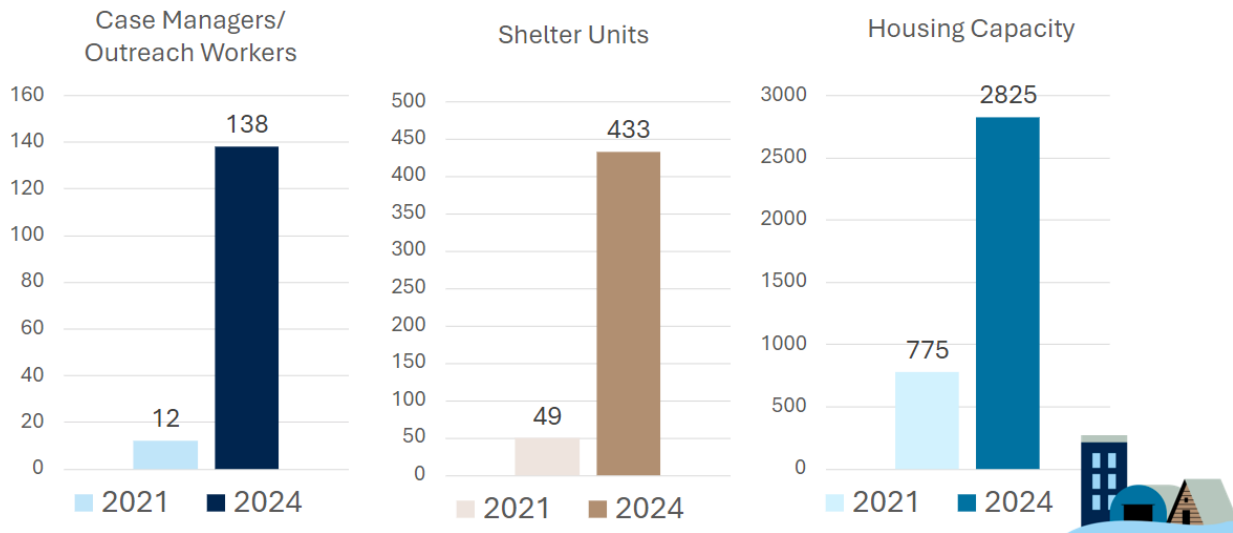


# Department of Housing Services



## Progress

Below is a chart displaying the growing capacity of Homeless Services.



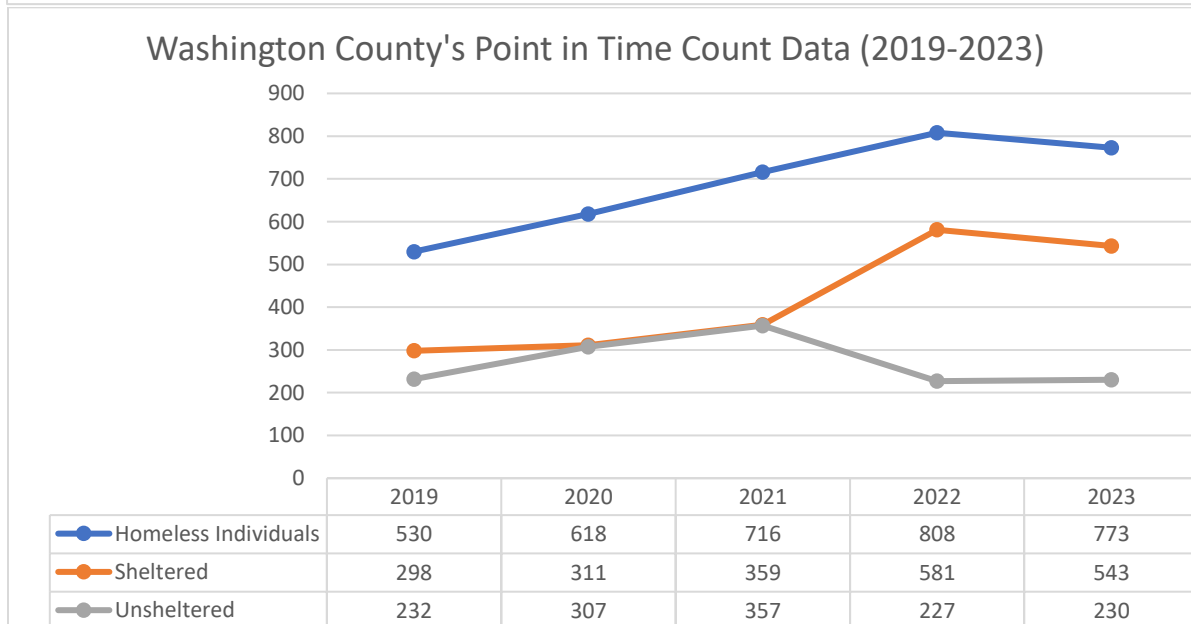
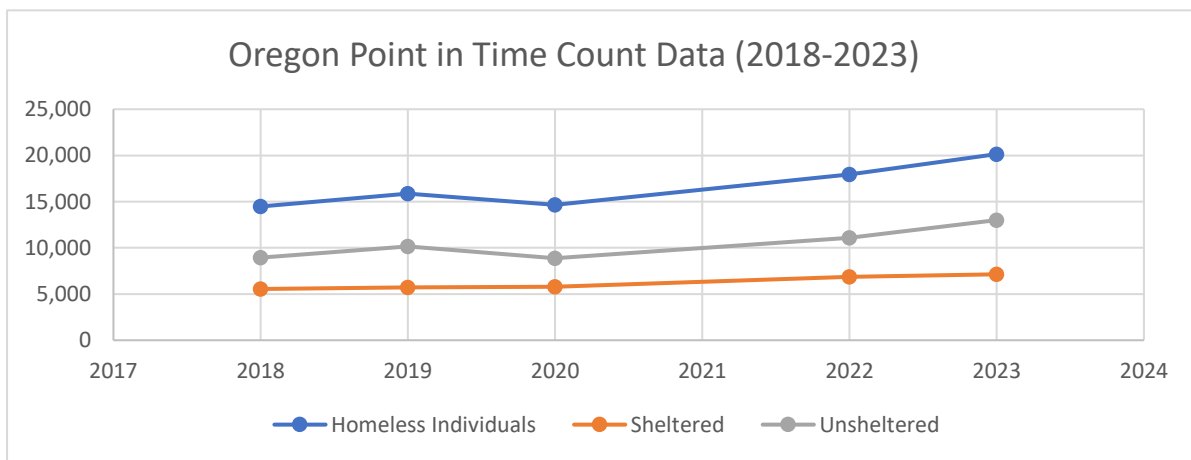


# Department of Housing Services



## Point-in-Time Count

Also known as the PIT, the point-in-time count is a count of sheltered and unsheltered people experiencing homelessness on a single night. The County leads the PIT in January of odd numbered years. The most recent data from Washington County’s full count is from January 25<sup>th</sup>, 2023 (see below) and updated PIT data from the count completed in January 2025 is anticipated in May 2025.





# Department of Housing Services



Sheltered and Unsheltered by Race and Ethnicity (Washington County, 2023)

	Sheltered	Unsheltered	Total
	Sheltered	Unsheltered	Grand Total
Hispanic/Latino	110	26	136
No Data	0	0	0
Non-Hispanic/Non-Latino	433	204	637
American Indian or Alaska Native	6	9	15
Asian	5	7	12
Black or African-American	61	13	74
Multiple Races	38	11	49
Native Hawaiian or Other Pacific Islander	33	3	36
No Data	0	0	0
White	400	187	587





# Department of Housing Services



## Contracted Partners

The Homeless Services Division partners with the following organizations.

<i>Updated January 2025</i>	Housing Case Management Services (HCMS)	Enhanced Rapid Rehousing (ERR) Services	Outreach Services	Shelter Services	Resident Services	Housing Liaison Services	Regional Long-Term Rent Assistance (RLRA)	Permanent Supportive Housing (PSH)	Eviction Protection	Quality Assurance	Other Services	CoC Programs
Bienestar	X	X				X	X			X		
Boys & Girls Aid	X	X		X			X			X		X
Community Development Partners					X							
Centro Cultural	X	X		X		X	X		X	X		
Community Action	X					X	X		X	X	X	X
Community Partners for Affordable Housing	X	X			X		X	X		X		
Easter Seals	X	X					X			X		
Family Promise GWC	X	X					X			X		
Family Promise TV	X	X		X		X	X			X		
Forest Grove Foundation			X									
Good Neighbor Center	X	X					X			X		X
Greater Good Northwest	X	X	X	X		X	X			X		
HomePlate	X	X	X				X			X		
Immigrant and Refugee Community Organization	X	X	X				X			X		
Just Compassion	X	X	X	X			X			X		X
Native American Rehabilitation Association	X	X					X			X		
New Narrative	X	X	X			X	X			X		X
Open Door HousingWorks	X	X	X	X		X	X			X		
Oregon Community Warehouse											X	
Project Homeless Connect	X	X	X	X		X	X	X		X		
Sequoia Mental Health Services	X						X	X		X		



# Department of Housing Services



<i>Updated January 2025</i>	Housing Case Management Services (HCMS)	Enhanced Rapid Rehousing (ERR) Services	Outreach Services	Shelter Services	Resident Services	Housing Liaison Services	Regional Long-Term Rent Assistance (RLRA)	Permanent Supportive Housing (PSH)	Eviction Protection	Quality Assurance	Other Services	CoC Programs
Urban League	X	X					X			X		
Virginia Garcia Memorial Health Center											X	
Worksystems Inc.											X	
Domestic Violence Resource Center	X	X		X				X				X
The Salvation Army	X		X									

Other Services includes Community Connect, Housing Careers Pilot Program, Recuperative Care Program, Household Supplies, and Culturally Specific Administrative Support.

### Continuum of Care

The Continuum of Care (CoC) is a federally defined structure designed to bring partners across systems of care and agencies together to coordinate in the provision of homeless services. In Washington County, our continuum includes nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and community members with lived experience of homelessness and housing instability.

The Homeless Solutions Advisory Council (Solutions Council) serves as the CoC Board and provides high level oversight to the large suite of programs and services provided to Washington County households who are at risk of losing their housing or are unhoused. The Solutions Council also advises on the implementation of state funding to address homelessness, acting as the Multi-Agency Collaborative Agency Group (MACG) and other funds received, including the regional Supportive Housing Services tax.



# Department of Housing Services



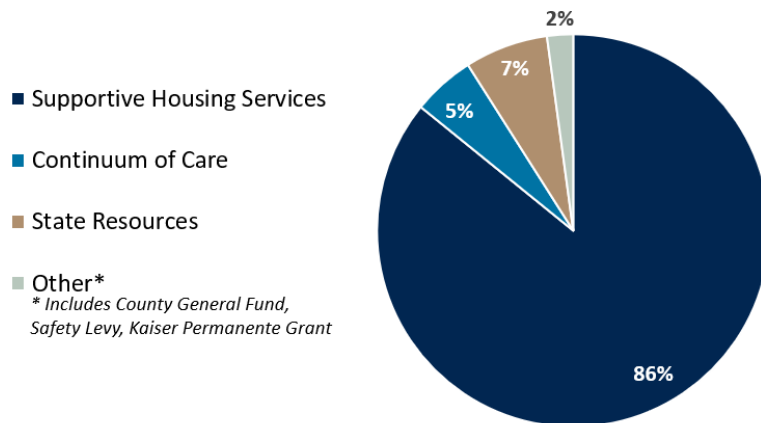
The Housing and Supportive Services Network (HSSN) is a convening of community-based service providers, partners, and stakeholders that serves as a forum to provide information and educational opportunities about topics and issues that impact the homeless services system. This shared learning space is an opportunity for program updates, system changes, and other collaboration to support the workforce providing direct services and working across the county. The HSSN meets monthly on the first Wednesday of each month; 8:30am – 10:00am.

The HSSN also maintains an email list (HSSN listserv) through which partners keep each other updated on events, programs and other announcements. Requests to be added to the listserv can be submitted to [homeless\\_services@washingtoncountyor.gov](mailto:homeless_services@washingtoncountyor.gov).

All agencies and individuals attending Solutions Council meetings, registrants on the HSSN listserv, and others requesting to become stakeholder/members are deemed members of the Continuum of Care.

## Funding Sources

The pie chart below details the Division’s Fiscal Year 2024-25 revenue sources by the overall percentage of the yearly budget. The amount of a given funding source may change year-over-year, but the general percentages are likely to be consistent.



- Supportive Housing Services Measure:** In May of 2020, voters approved the largest per capita investment in ending homelessness in the United States. Washington County receives 33.3% of this tax. Metro collects the taxes from the SHS measure and distributes funds to the three County’s based on the estimated tax revenue to be



# Department of Housing Services



collected from individuals in those counties. Because this revenue source has a high degree of variability, revenue can fluctuate year over year.

- **Federal Continuum of Care Grant:** The Homeless Services Division serves as the Collaborative Applicant for HUD's Continuum of Care (CoC) Competitive Grant. This funding source is subject to limited variability as the award value from HUD may shift based on new or expanded projects awarded.
- **Oregon Housing and Community Services:** One time funds through the Governor's executive orders anticipated to become biennial funding for shelters, outreach, rehousing and long term rent assistance. Amount TBD.
- **Washington County Public Safety Levy:** Approximately \$2.5 million annually is invested into Homeless Services directly related to public safety. These funds typically help fund our emergency shelter network and housing programs.

## Housing Programs – Homeless Services

**Homeless Prevention:** This program helps people who are already housed avoid homelessness. This is short-term support that includes rent assistance and, in many situations, also includes a case manager who provides support and connection to other resources that help a person stay housed.

**Housing Liaisons:** The Housing Liaison program fills a critical gap in services to households and individuals struggling with housing insecurity and/or homelessness but are not enrolled in a housing program. Housing Liaison program is a short-term intervention that primarily works with staff in other departments, such as Health and Human Services or Corrections, and shelter staff to assist them with resolutions for their participants. The Housing Liaisons work with staff to provide coordinated support to participants. Liaison's answer questions, offer information, and assist with navigating housing resources as well as provide direct assistance to help people get rehoused.

**Rapid Rehousing (RRH):** Rapid Rehousing is a time limited supportive housing program (up to 24 months) for individuals and families who have experienced homelessness. Participants are matched with a case manager who works with them to assist them to fully get back on their feet.



# Department of Housing Services



**Regional Long-Term Rent Assistance (RLRA):** RLRA rent assistance vouchers are funded by the Metro SHS Program and provide rent subsidy to qualified low-income tenants and allows private landlords to rent apartments and homes to these tenants at fair market rates. It can be either a tenant-based subsidy to help households find market homes, or a project-based subsidy that helps households who need on-site supportive services in a specific building. Participants work with a HCMS case manager to assist in locating a unit and other services.

**Permanent Supportive Housing (PSH):** Permanent Supportive Housing is a proven model to help people experiencing chronic homelessness succeed in housing. It pairs a housing unit with long-term rent assistance, making the home affordable to no to little income households, and long-term onsite health and social services that help individuals maintain housing stability. PSH is a proven strategy and prioritized for individuals who have barriers to housing stability and results in cost savings in other public systems. SHS currently helps fund onsite services for 54 households at the Heartwood Commons and 20 households at the Viewfinder.

**Regional Long-term Rent Assistance (RLRA) Only:** Rent subsidy for people who experienced chronic homelessness who have sufficiently stabilized to only need ongoing rent assistance and not case management.

**Shelter Plus Care:** The Shelter Plus Care program is a Permanent Supportive Housing program funded through the HUD CoC program and provides around 200 households with rent assistance paired with services. This program has both project-based and tenant-based housing vouchers and support services.

**Housing Case Management Services (HCMS):** The HCMS program provides wrap around support services for households that are chronically homeless or at risk of chronic homelessness. HCMS Case Managers provide supports from outreach and engagement, housing search and navigation, and on-going stabilization supports including resource navigation and financial assistance.

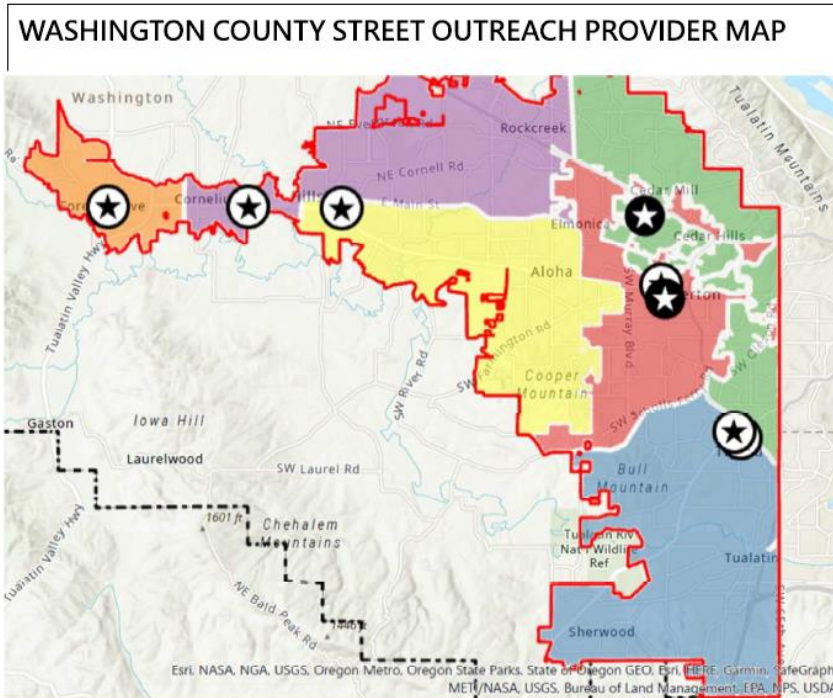
**Locally Coordinated Command Centers (LC3):** LC3s were established through Executive Order 2023-02 and implemented a process to focus on areas of concentrated unsheltered homelessness throughout the county. Using a collaborative approach the process included municipal representatives, outreach provider agencies and county staff to engage with people experiencing unsheltered homelessness to develop a 'By-Name List' of individuals and identify and address barriers to move them into shelter and housing.



# Department of Housing Services



**Outreach:** Washington County leads and collaborates with partner agencies to implement a county-wide outreach system. A network of outreach providers regularly visits encampments and areas frequented by unsheltered individuals and identifies and responds to reports of new encampments, to connect with people experiencing unsheltered homelessness. Outreach providers build relationships with unsheltered individuals, complete coordinated entry assessments, and provide supports to move them inside and into the homeless services system to provide housing and services.



**PROVIDER KEY**

	Forest Grove Foundation		New Narrative
	Open Door Housing Works		Just Compassion
	Project Houseless Connect	<u>Population-specific:</u>	
	Greater Good NW	<ul style="list-style-type: none"> <li>• Home Plate Youth Services</li> <li>• Immigrant &amp; Refugee Community Organization (IRCO)</li> </ul>	





# Department of Housing Services



## Washington County's Shelter System

**Emergency and Alternative Shelters:** Shelter provides an invaluable steppingstone for people experiencing homelessness in our community to stabilize and work towards long-term housing. Our Shelter Program serves a diverse array of participants using a variety of shelter models including shared space (also called congregate) shelter, motel-based shelter, and pod style (also called alternative) shelter. Between these three models, we serve families, youth, and adults (including medically fragile adults and veterans). Currently, our shelter system offers over 400 beds/rooms across our community. The map below shows the distribution of shelters throughout Washington County.

### Western Washington County (Forest Grove & Cornelius)

- Casa Amparo, 20 rooms
- Cornelius Safe Rest Pods on 4th Ave, 30 pods (Temporary)

### Hillsboro

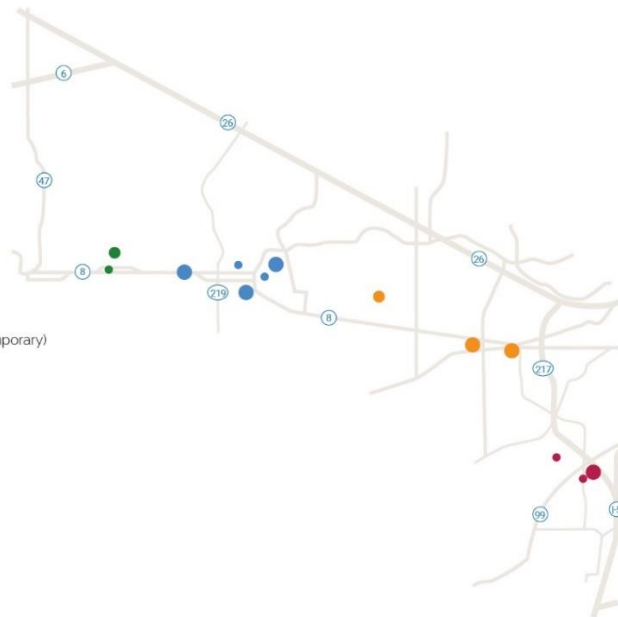
- FUTURE** year-round Hillsboro Shelter, 75 beds/pods
- Safe Place Youth Shelter, 12 beds
- Hillsboro Bridge Shelter, 50 rooms (Temporary)
- Community Action Family Shelter, 5-9 rooms
- Cloverleaf Shelter, 50 beds (Temporary)

### Beaverton & Aloha

- Safe Rest Village at Aloha United Methodist Church, 30 pods (Temporary)
- Veterans Shelter, 58 beds
- Beaverton Shelter, 60 beds

### Tigard, Tualatin, & Sherwood

- Good Neighbor Center, 5-9 rooms
- Tigard Just Compassion Shelter, 20 beds (60 beds 2025)
- Family Promise of Tualatin Valley, 70 rooms



In collaboration with shelter and outreach providers, Washington County also activates inclement weather shelters. This temporary surge capacity serves as a life-saving measure to minimize potential harm to unsheltered individuals during periods of extreme cold, extreme heat, or unhealthy air quality conditions, by ensuring no-turn away capacity in our shelter programs.



# Department of Housing Services



## Community Connect and Homeless Management Information System (HMIS)

Community Connect is the coordinated entry point for emergency housing – which includes accessing shelter and housing programs – for individuals and families experiencing homelessness in Washington County. Individuals are assessed and matched to the programs that best fit their situation and where there may be openings. The system utilizes a phased assessment process:

- Phase I: The initial assessment determining eligibility and referral to a housing resource.
- Phase II: Housing Placement assessment completed at program enrollment to include housing barriers, if any, tenant screening report. Prioritizes high barrier households to project-based units.
- Phase III: Housing Stabilization Plan completed after a household moves into a housing unit encompassing housing needs (physical and behavioral health, education, employment, social supports) and creates referrals to resources accordingly.
- Phase IV: Housing Needs Review to determine continued level of assistance/services needed.

Community Connect assessments are provided by outreach workers, shelter providers, day centers, and by calling (503) 640-3263, or via email at [communityconnect@caowash.org](mailto:communityconnect@caowash.org). Most contracted partner agencies are also trained to provide Phase I assessments.

Community Connect holds bi-weekly case conferencing for chronically homeless individuals using a By-Name List. The Case Conferencing includes outreach, shelter, housing, and service providers and is designed to ensure coordinated support for engagement and housing. All Community Connect data is entered into the Homeless Management Information System (HMIS).

Homeless Management Information System is utilized within Washington County to track homeless data and is required for US Department of Housing and Urban Development (HUD) programs. All providers who are contracted to provide services specifically focused on serving homeless populations are required to enter data into HMIS. Washington County Housing Services manages the system and provides system training and support.



# Department of Housing Services



Washington County is currently in the process of moving to a Tri-County implementation of the HMIS system with Multnomah County's Joint Office of Homeless Services as HMIS Lead. It is important to note that a separate, comparable database is used to store and track data for service providers serving victims of domestic violence or sexual assault.

## Housing Services Department / Housing Authority of Washington County

**Affordable Housing:** Housing Services owns and operates nearly 900 affordable rental homes in 16 buildings across the county. These properties keep rents lower than market rate, often through agreements or restrictions with the State and other jurisdictions. Housing Services has also administered the Regional Affordable Housing Bond for Washington County, currently on track to create more than 900 additional units of affordable housing in our community.

Many older affordable housing properties are now reaching the expiration of affordability restrictions or need significant construction updates. The department works diligently to pursue opportunities or partnerships to preserve the existing affordable housing in our community to ensure an adequate supply of accessible homes for the future.

**Rent Assistance:** The Department of Housing Services provides several rent assistance programs that support households by paying a portion of their rent, allowing families to find housing that is suitable for their needs. Housing Services administers rent assistance to nearly 5,000 households in Washington County, through a variety of programs including the vouchers described below.

**Housing Choice Vouchers (HCV)** or Section 8, are federally funded assistance that help households pay rent at the apartment or home of their choice. The household portion of rent responsibility is based on income – so households with lower incomes receive more assistance to stay stably housed and work toward individual goals. The Housing Authority contracts 2,732 Housing Choice Vouchers.

**Special Purpose Vouchers (SPV)** provide rent assistance for specific populations and include the following:

- **Veterans Affairs Supportive Housing (VASH)** program serves veterans exiting homelessness. The Housing Authority contracts 272 VASH vouchers in coordination with the local Department of Veteran Affairs.
- **Shelter Plus Care (SPC)** program provides permanent housing vouchers for people with disabilities experiencing literal and chronic homelessness. The



# Department of Housing Services



Homeless Services Division works closely with service providers to ensure support services to all SPC voucher holders and administers roughly 200 (the total number fluctuates) vouchers.

- **Foster Youth to Independence (FYI)**, a HUD program, provides 59 Housing Choice Vouchers to foster youth ages 18 – 24, who are at risk for homelessness. Participants receive 3 years of rental assistance pairs with wrap-around supports through the Oregon Department of Human Services (ODHS) and other community-based agencies.
- **Project Based Vouchers (PBV)** are a component of the housing choice voucher (HCV) program, but rather than being allocated directly to an individual or household they are attached to a specific unit. Washington County currently has 476 units that are under designated under Project-based.

**Public Housing:** The Housing Authority of Washington County owns and manages **244 units** of Public Housing. There are 112 single family units and 132 multi-family units. The amount of rent the tenants pay is calculated based on income, usually about 30% of household adjusted income. Because many of these public housing sites are scattered throughout the County and are in need of significant restoration, the Housing Authority has received approval to sell 60 of the single family houses and convert the associated assistance to rental assistance vouchers. Families living in those public housing units will be given vouchers and financial support to find appropriate, affordable housing as needed.

**Homeownership Program:** Housing Services currently operates a federally funded program that supports families in achieving homeownership. However, the program is difficult to navigate and currently used by only a few families. We hope to redesign the homeownership program in 2025 to serve a greater number of households more effectively in achieving homeownership goals.

**Family Self Sufficiency Program:** The Family Self-Sufficiency (FSS) program is a five-year, voluntary program designed to assist low-income families currently living in public housing or receiving rent assistance. The program helps families progress toward economic independence by offering education, planning and community support. Currently 86 families are active in the FSS program.

Oregon Government Ethics Law – A Guide for Public Officials

To see the full guide, please visit:

<https://www.oregon.gov/ogec/Documents/2021%20PO%20Guide%20Final%20Adopted.pdf>.



# Department of Housing Services



**Below is an overview of the guide for public officials, covered by Oregon’s government ethics laws:**

Council members fall within the definition of “public official” pursuant to Oregon’s public meetings law. As a result, the provisions in Oregon Government Ethics law restrict some choices, decisions or actions of a public official. The restrictions placed on public officials are different than those placed on private individuals because service in a public office is a public trust and the provisions in ORS Chapter 244 were enacted to provide one safeguard for that trust.

Public officials must know that they are responsible for compliance with the provisions in Oregon Government Ethics law. This means that each public official must make a personal judgment in deciding such matters as the use of official position for financial gain or avoidance of a financial detriment, what gifts are appropriate to accept, when to disclose the nature of conflicts of interest, and the employment of relatives or household members. It is important for both public officials and members of the general public served by public officials to know that the provisions in Oregon Government Ethics law apply to the actions and conduct of individual public officials.

One provision, which is the cornerstone of Oregon Government Ethics law, prohibits public officials from using or attempting to use their official positions or offices to obtain a financial benefit, or avoid a financial detriment, for themselves, relatives, or businesses with which they are associated if that financial benefit or opportunity for financial gain would not otherwise be available but for the position or office held.

Oregon Government Ethics law limits and restricts public officials and their members of the household and relatives as to gifts they may accept. Under certain narrow circumstances, public officials may accept certain gifts. This guide will discuss those provisions. Public officials are allowed to receive salary and reimbursed expenses from their own government bodies.

For some public officials who are elected to offices or hold other select positions, there is a requirement to file an Annual Verified Statement of Economic Interest. This guide will discuss that filing requirement.

Another provision that frequently applies to public officials when engaged in official actions is the requirement to disclose the nature of conflicts of interest. This guide will discuss the definition of a conflict of interest, the distinction between actual and potential conflicts of interest, and describe how a public official must disclose and dispose of a conflict of interest.



# Department of Housing Services



The statutes and rules discussed or illustrated in this guide do not and cannot address every set of circumstances public officials may encounter. Since compliance is the responsibility of each public official, public officials need to familiarize themselves with the wide variety of resources that offer information or training on the provisions in Oregon Government Ethics law.

In addition to the statutes in ORS Chapter 244 and the Oregon Administrative Rules (OAR) in Chapter 199, see <https://www.oregon.gov/ogec/Pages/default.aspx>, the Oregon Government Ethics Commission (OGEC) website. OGEC's website offers information, training and links to this guide, ORS Chapter 244 and OAR Chapter 199 and is a valuable resource for public officials. The Commission offers a variety of free training resources, and many government agencies also offer internal training to their employees or the agencies may request training from the Commission's trainers. There are a number of membership organizations, such as The League of Oregon Cities, Association of Oregon Counties, Oregon School Boards Association and the Special Districts Association of Oregon, that provide training to public officials. It is imperative for government bodies that employ or represent public officials to ensure their public officials receive training in Oregon Government Ethics law. Those that fail to provide this training do a disservice to the public officials who employ or represent them.

## Public Records and Meetings Law

State statute provides that "Every public body, including every state officer, agency, department, division, bureau, board, and commission," as well as "every county and city governing body, school district, special district, municipal corporation, or any board, department, commission, council, or agency" is subject to Public Records Law (Oregon Revised Statute 192.311 (4)) – including the Solutions Council! A public record is any writing with information about the conduct of public business that is prepared, owned, used, or retained by a public body. Members of the public, including corporations or other business entities, can request the government agencies or officials to produce these records. This is called a public records request. Please note that all written or recorded communications related to the Solutions Council is a public record and must be appropriately archived by the County.

Public meetings are gatherings of a quorum or more members conducted by a state, regional, or local governing body to decide or consider any matter. County staff uses a protocol designed to ensure compliance with public meeting laws, but please be mindful if Solutions Council members gather with enough representation to constitute a quorum. The Oregon Court of Appeals has determined that an unlawful public meeting occurs if a quorum of public officials





# Department of Housing Services



engage in a group telephone call or email conversation. In fact, a series of emails over time may constitute an unlawful public meeting depending on the facts and circumstances.

LINK: [Public Records and Meetings Law](#)

## Workplace Discrimination, Harassment, and Retaliation Prevention

Washington County is committed to providing a work environment that is fair, civil, and respectful of each person's dignity and is free from all forms of discrimination, harassment, sexual assault, or retaliation on the basis of race, religion, color, national origin, ancestry, disability, genetic information, use of protected leave, marital status, pregnancy, sexual orientation, sex, including gender or gender identity, or age. All public officials representing Washington County must abide by the County's Workplace Discrimination, Harassment, and Retaliation Prevention policy, linked below.

LINK: [Workplace Discrimination, Harassment, and Retaliation Prevention](#)