

HOAC Meeting

Wednesday, July 27th 2016

Minutes

1. Introductions

- a. Present: Pegge McGuire (CSC), Todd Bailey (Corvallis PD), Letetia Wilson (CARDV), Aleita Hass Holcombe (CDDC), Chris McFarland (BCHD), Bob Stebbins (HCC), Parker Williams (BCHD), Sara Hartstein (BCHD), Judy Ball (LWV), Tom Sherry (CHF), Corrie Latimer (Love INC), Kevin Weaver (Help/CDDC), Julie Manning (SHS), Jen Moore (United Way), Jen Chen (CHF), Andrea Myhre (JS), Tabitha Ciulla (BHFH), Bettina Schempf (Old Mill Center), Matt Gordon (First Christian Church), Emmett O'Malley (Benton County), Kenny Lowe (Benton County Mental Health), Jeffery Burns (COI), Brigetta Olson (WNHS), Mary Newman (OCWCOG/BC Vet Svc Off. For Dave Toler), Kenny LaPoint (Oregon Housing), Biff Traber (Corvallis Mayor), Anne Schuster (Benton County Commissioner), Paula Grace (Benton Community Foundation), Karen Rockwell (Benton Habitat for Humanity), Brad Smith (Corvallis Housing First), Martha Lyon (Community Services Consortium)

2. Agency update:

a. HOAC Leadership Committee: Mayor Traber

- i. New: We had a leadership committee meeting to set agendas for the HOAC meetings and what to do over the next few months
 1. Add to future protocol-realized we need to add notes about the leadership meeting so that it can be sent to everyone
- ii. Explicit: Working on where the HOAC is going (caseworkers, leads of organization, etc.)
 1. Need to gather notes from the leads of the organizations with the actual HOAC

b. Community Outreach: Jeffery Burns

- i. Decided not to extend emergency family use shelter
- ii. We have had an influx of people coming in to use services over the past several months
 1. We are going to concentrate getting everyone off of floors and into beds in order to accommodate for the people we are serving right now
 2. We will talk to the Board about the initiative for supporting a tri-county model (Linn, Benton and Lincoln Counties)
 - a. People will need to provide proof of residency of one of the three counties before gaining support and resources
 3. We have seen a significant amount of people coming in from out of state who are not originally from the community
 - a. We would like to focus on the helping people who are from the tri-county family before being able to serve others (as much as we would like to)
 4. Main goal: Help our community move forward
 5. Last night 27 people on our floor sleeping. Filled to capacity
- iii. We have an inclement weather center
 1. When the temperature reaches 85 degrees and above, the inclement weather center will be open with an area on site with water, snacks, popsicles for kids, and games to help people stay out of the heat

- iv. (To other agencies) Please do not send families to Community Outreach at this time because we are trying to accommodate the people we have now before we take on more
 - 1. We are not sure at this time where to send people
- c. Brad Smith is the new Board Chair for Corvallis Housing First
- d. COI is in process of meeting with CHF-both Boards are working together to move forward
- e. **Youth Homelessness: Andrea Myrhe (Jackson Street Health Services)**
 - i. Currently there is a crisis in the state with foster care and youth with behavioral issues
 - 1. Kids are sleeping on the floors of DHS offices, hotels etc.
 - 2. Lack of places for homeless youth and foster children
 - 3. We are seeing both shelters in Corvallis as almost full for the past few months, and the shelter in Albany has been full for the past 6 months
 - 4. We are working on partnerships with people to send homeless youth, especially foster care youth and youth with mental issues
 - ii. There is also a crisis with adult respite beds, lack of places for adults with mental health issues to go
- f. **Benton County Mental Health : Kenny Lowe**
 - i. The BC Adult Mental Health is seeing big challenges for housing
 - ii. Not being as successful with internal housing programs
 - 1. Not due to the dollar amount, it is due to availability and screening criteria (i.e. passing background checks) for people in the community
 - 2. It is becoming increasingly difficult to transfer adults from residential care into independent housing
 - iii. Question: Is this a lack of availability in total or people struggling to pass the criteria? Where is this all coming from?
 - 1. Response: (Kenny L) Single one bedroom apartments are rarely available in our community (little to no vacancy)
 - a. Access and screening process:
 - i. People we are dealing with have criminal backgrounds; they don't have enough rental history, and other things that they have faced in the past that are causing them not to pass the screening criteria, preventing them to gain housing.
 - iv. Families from out of state (we have seen all of these within the last 2 months)
 - a. We are currently working with 6 separate families who have come to us, or have been referred to us, from out of state
 - b. It is difficult to deal with because we are trying to help everyone who comes to us, but we need to be focusing on the people who are residents of our community before we have the capacity to help others
 - 2. I think altogether it is a lack of housing- **Andrea M**
- g. **DHS** is working on funds to build an office building for the child welfare, self-sufficiency, and rehab offices
- h. **AST: Martha Lyon (see AST Meeting/Conversation document)**
 - i. Thank you Rocio Muñoz for taking notes during our recent meeting/conversation (7/13/16)
 - ii. What we discussed in the meeting/conversation:
 - 1. The AST meeting/conversation document passed around includes a list of comments for what is working well and what needs improvement

2. The overall conclusion of our discussion: it is very clear that the group wants the AST to continue
 - a. Agencies and participants both find it valuable
 - b. However, the MOU is outdated (not the same copy, unsigned, and basic principles weren't covered) and needs to be redone
3. The Administrator support position needs to be paid due to the amount of time they will spend coordinating—different than facilitator
 - a. The administrator will be the person who gets us there
 - b. The work load was originally estimated 10-15 hours per week of work, now estimated to be equal to a part-time job
4. Everyone agreed that we need to keep better records for accountability, in order to discuss the good work that the AST had done so far
5. Everyone acknowledges that there are outcomes
 - a. We need to seek out people in the community who are able to help us communicate and work with participants
6. AST decision makers need to regularly review the committee criteria in order to stay on track
7. Next steps: fairly fundamental
 - a. What is the purpose and what are the outcomes the AST would like to produce?
 - b. Who is our target population?
 - i. Will it be the chronically homeless? People who are elsewhere on the housing continuum? Do people come to the AST when they need help in transitional housing?
 - c. What should our selection criteria be for the AST participants?
 - i. How are we going to make sure these people are going to stay with us?
 - ii. Do the participants need to come with a case manager? Or someone to help guide the participant? Is there staffing for this?
 1. This isn't the way the AST is currently running
 2. We realized everyone needs a case manager
 - d. How do we prioritize scarce resources?
 - i. Limited amount of money, so what is the criteria?
 - ii. Need to identify criteria that everyone can agree on so that it is consistent with grant restrictions
 - iii. There needs to be record of who got what, and when.
 - e. How should we structure the AST with respect to the facilitator and administrator positions? Should they be paid?
 - i. The facilitator role has been controversial because it generally rotates and they end up taking on a lot of work. Some people don't enjoy the position. So the facilitator and administrator need to be separate positions.
 - ii. The facilitator will act more as a case manager and will keep the meetings organized with minutes/notes while the support administrator is actually leading the discussion and the group and providing organization/communication
 - f. How do we define, measure and report outcomes?

- g. How do we pay for AST staffing?
- 8. There is a general consensus that the AST needs to stay and that it is an important resource, however some people are on different pages whether or not the AST is run by HOAC
 - a. The original intent for the AST is as an outgrowth of the 10 year plan, it was established as one of the goal areas within the 10 year plan
 - b. The AST was modeled after Albany's successful plan
 - c. The AST went an extra step to ask organizations to sign an MOU
 - d. HOAC agreed to continue meeting to address issues that have come up during the plan with the AST
- 9. IMPORTANT things for the planning process to address:
 - a. Need to clarify what the AST has to do with the HOAC
 - b. How many overlapping of similar services are being done by the organizations in the groups?
 - i. Yes/No because:
 - 1. The AST is not a single point of entry body. People can enter by themselves; therefor people are getting services from a lot of different ways due to capacity and/or comfortability issues. This can be a good/bad thing.
 - c. Should the HOAC continue directing the AST?
 - i. Could the HOAC provide support or advocacy to help establish funding for the AST? This would be a good body to help find funding for this group. – Bettina S (Old Mill)
 - ii. The HOAC could be a good place to funnel questions and resources for the AST as they become more formalized and develop a governing structure.
 - 1. This belongs to a larger funding discussion.
 - d. Legally speaking, if any agencies are going to sign an MOU, that agency should be a part of this
- 10. Next AST meeting: Tuesday, August 2nd 2016

3. Lead Administrator role status: Mayor Traber (see Lead Administrator Proposal)

- a. There seems to be a sense that the Lead Administrator and facilitator will continue forward, but we will work out the kinks as we move along.
- b. It will be a burden if there is not an Administrator assigned to this
- c. The HOAC is a body that can pass on the recommendation to the community to pass the Lead Administrator proposal
 - i. This is a matter of going to the City Council and Board of Commissioners to request funding for this position
- d. Lead Administrator Proposal
 - i. This is a different Administrator position than the support administrator position for the AST
 - ii. It will be a big asset for the organizations to be mission focused while United Way can step up as a group lead/facilitator- Corrie L (Love Inc)
 - 1. As a systemic change: we need to train all positions to be facilitators (these would be good skills)

2. Point of order (Mayor Traber): try to refrain from fixing the issue now, let us focus on the proposal
 - iii. With this current fiscal budget, there is funding to move forward for this proposal
 1. There is funding set aside for homelessness, with additional funding that has not been allocated from social services
 - iv. Julie Manning (SHS): Motion for the governing board of the HOAC to agree on moving forward with the proposal
 1. 1st: Jennifer M - United Way
 2. 2nd: Corrie L – Love Inc
 3. Discussion:
 - a. Motion to amend: Can we get rid of the third bullet under the Board and Committee Management- Paula G (Benton Community Foundation)
 - i. Friendly amend: “Serves as the neutral convener for the AST”
 4. Motion passes, with 0 nays and 2 abstains (Jennifer M and Alieta H)
 - v. Come to meetings to provide input and support for the proposal
- 4. Planning process update: Sara Hartstein (BCHD) (see Planning and Key Milestones Tracker)**
 - a. The Benton County Healthy Communities Team was asked to facilitate the mid-point update to the 10 Year Plan to Address Homelessness
 - b. IGA has not been finalized
 - i. Currently using existing funding
 - c. Convened the Quantitative Team- support collaboration between the LWV and the Benton County Epidemiology Team
 - d. Next meeting: Monday, August 1st 2016
 - e. The domain for the website has been purchased, Emmitt has been putting together a framework, is not launched yet
 - f. Developing core project summary documents (1pager, FAQ, etc.)planning process
 - g. Kicked off the Qualitative Team
 - i. Looking at doing a key partner mapping process, identifying organizations that we want to do key informant interviews with
 - ii. Look at identifying opportunities to gather qualitative data from people experiencing homelessness or people experiencing affordable housing issues
 - iii. Will schedule next qualitative meeting shortly
 - h. Moving forward:
 - i. August: Finalize core project summary documents, launch website
 - i. What do you think about pulling the AST into the planning process? Commissioner Schuster
 - i. I think it is necessary to consider the AST in the planning process for the 10 Year Plan update.
- 5. SMART Team update: Andrea Myhre**
 - a. Ad Hoc group
 - b. We are sending out a doodle for more involvement
- 6. Funding team update**
 - a. None
- 7. Review draft policy level-statement (s)/ position statement regarding inclement weather shelter: Mayor Traber**
 - a. Without trying to solve this and going more in a directional way, Jim M. developed a position statement regarding the inclement weather shelter

- b. Leadership committee: decide what it represents by sending out drafts for comments/corrections/objections
- c. Leadership Group meets next week, so sending out a draft should happen later next week
- d. Jeff- Because of various opposition groups, how broad is the support for emergency shelters? We need to figure this out in order to begin the process for laying out the emergency shelter plans. August is deadline for having a position statement in order to have permits cleared in time for the emergency shelters this winter. It is necessary and time sensitive issue so it is critical to get these plans moving forward.

Will the COI have something prepared by our next meeting? - Mayor Traber

- 1. Yes, we think so. – COI
- ii. I'm proposing this group takes a position in the August meeting on whether or not they support emergency/cold shelters this coming winter in order to get plans to move forward. – Jeff
- iii. COI and Corvallis Housing need to be having a conversation on what they would like to see and plan
- iv. Andrea (JSYS) – do we want to endorse a policy team?
 - 1. Mayor Traber - It's too early for that before having a position statement that represents the body. Let's see what comes from the two organizations before making comments and decisions on the matter
 - 2. Andrea - This burden should not be placed on non-profits alone. If you need something, you should speak up and request what you need.
- v. The women's shelter is going forward without any interruption; the issue is on the men's shelter.
- vi. The intent of the position paper is to articulate the principles of the proposals in order to judge the groups that come forward

8. Next meeting: August 24th, 2016 at the Corvallis Fire Department