

Housing Opportunities Action Council

Governing Board

Minutes 01-25-17

Time	Type	Presenter	Topic / Notes
1:30pm 15 min	Report	Co-Chairs and Program Manager	Introductions Approve December Minutes Program Manager report
<p>Welcome new member Nicole Hindes! Nicole serves as Director for Oregon State University's Human Resources Services Center—food pantry, emergency housing resources, and more for students on campus. The HRSC is located in Avery Lodge (between Jefferson & Madison). Nicole's appointment fills the open standing seat for OSU.</p> <p>Motion to accept Dec minutes made by Julie, seconded by Paula; passes unanimously.</p> <p>Lead Admin report:</p> <ul style="list-style-type: none"> The previous month has been filled with a variety of meetings. The Cold Weather Shelter 2017-2018 workgroup formed in mid-December and has met already three times. Membership includes service providers and the faith community. A budget model has been drafted and shared with the City and County. As outlined in the Program Manager report, the goal is to provide "safe sleep"; the baseline service level set as a goal is "safe sleep," with the expectation that consistent with practices this year, additional services will be provided by community partners. The workgroup is planning additional community outreach moving forward. Participation with key informant interviews have yielded several key themes, including the need for a platform to enable data-sharing and stronger (systems-level) coordination among service providers. Underscored here that the emergent theme of a greater coordination amongst interested parties and stakeholders is strong. Scheduled to speak at Philomath Rotary Club on 2/14/17 (lunch program runs 12 noon – 1 pm) Will be participating on a ride-along with Corvallis Police Department on 1/26/17 <p>Regarding the Adult Services Team: there is great value in this coordinated service delivery; appreciation for this activity being called out was noted.</p> <p>Critical mass, and a variety of groups speaking on the subject with one voice, will help create the momentum needed to make change happen.</p> <p>TYP midpoint update: Snapshot of progress to date at half way point of six month project (handout attached).</p>			
1:45pm 10 min	Charter and Operating Policy Review	Shawn Collins	Annual review process for HOAC Charter and Operating Policy
<p>Annual review of Charter conducted. A number of edits were made to clarify grammar or language. The Leadership Team has reviewed the proposed changes and recommends approval.</p>			

Charter

P. 1: Article I, Section 1: edit for grammar

P. 2: Article II, Section 3: edits to clarify language

P. 3: Article VII, Section 4: edit to clarify language

P. 4: Article VII, Section 5: edit to clarify and specify the TYP, rather than the HOAC work plan (which is called out in Operating Policies as a SMART Team responsibility).

Section 11: edits to clarify Chair of SMART and Funding Coordination Team will be on Leadership Committee.

Operating Policies

P. 1: No changes

P. 2: Section II, c. 2: 1. SMART Team membership definition originally had blanks. Recommended edit: "Consists of 2-4 Board Members, and representation of cooperating agencies and the public as appropriate to workload." 2. Language added to specify that the facilitator or chair of the Team is a member of Leadership Committee, consistent with Charter.

Section II, c. 3: 1. Edit for clarity 2. Language added to specify that the facilitator or chair of the Team is a member of Leadership Committee, consistent with Charter.

Motion to approve Governance Board Charter and Operating Policies as submitted made by Julie, seconded by Jim; passes unanimously.

A more comprehensive review of standing committee description(s) will be scheduled after the mid-point update is complete.

1:55pm 10 min	SMART Team update	Andrea Myhre
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As discussed earlier in the meeting, additional systems-level coordination among services is needed. Proposal for Care Coordination Systems Improvement Team (CCSIT) ad hoc group.

The recommendation is to begin developing a mechanism for service coordination, so that as the mid-point update is complete, and identifies specific services for the CCSIT to begin addressing, a mechanism is already in place. The focus is on the system, not specifically service delivery, or the way service is delivered.

The impetus here is to be able to better leverage funding as is becomes available for coordinated effort. The work group will "do the heavy lifting" and bring recommendations back to the Governing Board for review prior to any recommendation being acted on.

Motion to approve formation of a Care Coordination Systems Improvement work group by Paula, seconded by Dan; passes unanimously.

Folks interested in serving on this work group should let Shawn know.

ACTION: Request from the field for the SMART Team to consider a name change.

2:05pm 10 min	Funding Team update	Jim Moorefield
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<p>Changes and anticipated changes to the Federal Low Income Tax Credit Program <check this name> affect funding for development projects—such as those that Willamette Neighborhood Housing Services manages.</p> <p>There are funding gaps for projects already in the pipeline, or those projects in process of securing financing commitments. Funding for new projects (not yet to the financing phase) this year is being cancelled in order to backfill funding on projects awarded last year. Projects funded last year are already experiencing funding gaps.</p> <p>Recommendation: become informed and organize to advocate at the Capital, and for local endeavors. Efforts have the most impact at the State and the local level.</p>			
2:15pm 15 min		Public Comment	
<p>Jill (UU) – what has been accomplished against the original plan? They are thinking of hiring an organizer to help them do some organizing in the community ...</p> <ul style="list-style-type: none"> - The mid-point update process will address progress against the plan – future meetings (Feb-Apr) will focus on the outcomes from that process. 			
Adjourn formal meeting			
2:30pm 60 min	Listening Session with Governing Board	Sean McGuire	Benton County 2040 Thriving Communities Initiative