

MINUTES

HUMAN SERVICES COMMISSION

H&HS Charnelton Building, Room #258
151 W. 7th Avenue, Eugene

December 17, 2018
12:15 p.m.

PRESENT: Jay Bozievich *Acting Chair*, Greg Evans, Pat Farr, Gabrielle Guidero, Shaun Londahl, *Members*; Kara Smith FOOD for Lane County, *Presenter*; Stephanie Jennings City of Eugene Staff, Erin Fifield City of Springfield Staff; Steve Manela, Alex Dreher, Lyn Oliver, Robin Scott, Lisè Stuart, *HSD Staff*; Dan Brubaker (White Bird Clinic), Eileen Chanti (First Place Family Center), Kris McAlister (Poverty and Homelessness Board), Lise Schellman (Womenspace), Susan Ban (ShelterCare), Tom Mulhern (Catholic Community Services), Pamela Krause, Majeska Seese-Green, *Guests*.

ABSENT: Marilee Woodrow *Chair*, Claire Syrett *Vice Chair*, *Members*.

I. CALL TO ORDER

Acting Chair Jay Bozievich convened the meeting at 12:21 p.m. Those present introduced themselves.

II. PUBLIC COMMENT

There were no members of the public who wished to speak.

III. CONSENT AGENDA

- Minutes of November 19, 2018
- Statement of Revenue and Expenditures as of November 30, 2018

Greg Evans moved to approve the Consent Agenda. Gabrielle Guidero provided the second. The motion passed 5:0 with no abstentions.

IV. MANAGER'S REPORT

Mr. Manela distributed a spreadsheet, *Human Services Division Fund 285 by Major Program Area as of November 30, 2018*. He said this additional financial report is by member request and offered monthly.

Governors FY 2019-21 Budget Recommendations

Mr. Manela referred members to pages 11 and 12 in the meeting packet for a summary of Governor Kate Brown's recommended budget. Highlighting the proposed items that relate to the Human Services Division (HSD), Mr. Manela noted the \$50 million dollars for preventing and addressing homelessness. This is the Emergency Housing Account (EHA) and State Homeless Assistance Program (SHAP) funding received. He said this represented a \$10 million dollar increase over the current biennium. This revenue is now also permanent whereas only \$20 million had been permanent funds previously. This was accomplished with \$4 million dollars of additional general fund and \$6 million dollars increase in the Document Recording Fee (DRF). We saw the increase come into effect in the last quarter.

Members discussed the impact of additional funds and the community's interest in creating a public shelter as related to the Technical Assistance Collaborative (TAC) Shelter Feasibility Study and System Analysis.

Shelter and Supportive Housing Strategies Update

Mr. Manela reported that the latest news on the Martin Luther King, Jr. (MLK) 50 unit development is that last week Homes for Good learned that they were granted \$67 million from the Federal Home Bank of Des Moines, Iowa for the project.

Ms. Jennings said that Homes for Good received the Federal Home Loan Bank of Des Moines grant of \$750,000 toward the Commons on MLK project. Homes for Good submitted an application for HOME funds for the Commons on MLK project. The evaluation committee ranked the project very highly and the HOME consortium governing board will discuss and decide allocations in January.

Mr. Manela offered an update on the \$2 million Lane County Housing Improvement Program sponsored by the Board of County Commissioners (BCC) and Lane County Administrator Steve Mokrohisky. The purpose of the fund is to promote Permanent Supportive Housing (PSH) in a flexible sense for projects focused on tiny homes; services enriched housing as part of affordable housing projects to specific housing projects. \$1.5 million of the total funds came from the Secure Rural Schools funds.

Six proposals were received representing a good geographic area: two from Cottage Grove, one from Junction City and the remainder from Eugene. There was a nice range of projects also from senior & disabled to homeless youth.

The review committee consisted of Mr. Mokrohisky, Lane County Director of Operations Greg Rikhoff, H&HS Director Karen Gaffney, Ms. Jennings and Mr. Manela, and the process was coordinated by H&HS Program Services Coordinator Robin Scott. The review committee scored the proposals, and the finalists have been invited back the week of January 7 to answer some questions and provide a presentation. Mr. Manela expected to have an update on the contract process at the January Human Services Commission (HSC) meeting.

V. FOOD FOR LANE COUNTY

FOOD for Lane County (FFLC) Community Engagement and Advocacy Coordinator Kara Smith noted that the latest U.S. Department of Agriculture (USDA) report on food insecurity released September 2018 indicated food insecurity in Oregon has decreased from 14.9 percent to 12.9 percent from 2016-2018, and is now more in line with the national rate of hunger. However Lane County still has the second highest rates of hunger of 15.4 percent, with Union, Coos and Josephine Counties at 15.9 percent. Significant issues that impact Oregon hunger are rent burdens, Supplemental Nutrition Assistance Program (SNAP) constrictions, and childcare. People of color, renters and single mothers experience hunger insecurity rates of two to three times higher than the rest of the population.

Regarding legislation updates, Ms. Smith said the Farm Bill passed Congress without the cuts to snap proposed in the House version. Public Charge proposed rule change has created a fear in immigrants accessing services, even at the food pantries.

Trade Mitigation Process has impacted the amount of federal food FFLC receives. Because of trade disputes, the USDA has declared the purchase of \$1.2 billion in US farm products that will be distributed through food banks through 2019. FOOD for Lane County expects to receive an additional 1 million pounds of federal food throughout 2019. (They typically distribute 8 million pounds of food, so the trade mitigation process will provide an additional million). Second, because of the trade mitigation process, the USDA bonus commodities distributed to food banks at the end of the calendar year will likely be rolled over to 2020 – about \$800 million, in addition to what they already receive from the USDA. This represents an additional 1 million pounds of food to FFLC in both 2019 and in 2020.

Ms. Smith announced that FFLC has raised \$3 million so far for their capital campaign. The goal is to go public in July. FFLC will get the second warehouse up and running as soon as possible in the New Year to accommodate the influx of USDA food, which has already started coming their way.

FFLC is now partnered with Trillium to focus on three aspects: 1) the Veggie RX program addressing diabetes, 2) a grant to expand food distribution to rural health clinics such as Junction City Medical Center, McKenzie Medical Center, PeaceHealth Cottage Grove and in Dexter, Orchid Health in Oakridge, and Peace Harbor in Florence, and 3) provide a simple two-question screening tool.

FFLC launched warehouse and culinary job training program in July 2017. Since that time, 34 people have participated with 16 people graduating with the LCC Non-Credit Training Certificate and four current trainees are expected to graduate at the end of December. Funding for the program comes from the FFLC budget, with a 50/50 match from the Oregon Employment Department, Department of Human Services (DHS) SNAP Training and Education Program.

Members discussed the poor access to fresh produce in several areas in Lane County.

VI. FY 2019-2021 BUDGET PLANNING

Mr. Manela advised that the HSC will be kicking off the budget planning process when convened in the New Year. Management Analyst Lisë Stuart will have the Community Needs Assessment (CNA) completed for our review, and we'll begin working on the Strategic Plan. He suggested that a subcommittee of the HSC consisting of the city budget committee representatives join with the Poverty and Homelessness Board Executive Committee for that purpose.

Referring to the memorandum on page 9 in the meeting packet, Mr. Manela said the meeting with Mr. Mokrohisky, Health & Human Services with the ShelterCare Board of Directors was to address the impact of funding trends and policies for ShelterCare and other organizations, and in specific to the cost sharing and the HSC policy of requiring leveraging and only funding 85 percent of the contract expenses. Mr. Mokrohisky directed the HSC write a memo on this topic to the jurisdictions administrators in advance of the beginning of the jurisdictions proposed budget development, and to share this information with the HSC members.

VII. TAC SHELTER SYSTEMS STUDY UPDATE

Ms. Dreher reported that Technical Assistance Collaborative (TAC) will have the final report of the Public Shelter Feasibility Study and Study Systems Analysis by the end of the year as planned. Human Services Division (HSD) staff has been working with the TAC team and the final draft version is expected at the end of the week. TAC will provide a presentation to the joint elected officials in an evening meeting on January 22. This will be very similar to the October 10 presentation and will also be available live online and on Metro TV. The HSC and PHB will review the final report at their meetings.

VIII. ANNOUNCEMENTS

Mr. Manela noted that Councilor Greg Evans will not be assigned to the HSC in 2019. He thanked Mr. Evans for his work on the HSC.

IX. NEXT MEETING

Members discussed that the third Monday in January 2019 is a holiday and offices will be closed. After discussion, the general agreement was that Friday, January 18 would work well for those in attendance.

Mr. Bozievich requested the HSD office send out a poll to determine attendance for the 18th.

X. ADJOURNMENT

The meeting adjourned at 1:35 p.m.

*Recorded by Diana Alldredge
HSD Staff*

**HUMAN SERVICES DIVISION
FUND 285
By Major Program Area
As of December 31, 2018**

REVENUES		ADMIN & RESERVES	ENERGY ASSISTANCE	HUMAN SERVICES & HOUSING	WORKFORCE	VETERANS SERVICES	TOTAL	
451251	Department of Energy	679,162	-	348,228.21	-	-	348,228.21	
451351	Health & Human Services	3,727,527	-	632,269.14	27,705.00	-	659,974.14	
451369	SAMHSA	284,287	-	-	7,458.46	-	7,458.46	
451401	Housing & Comm Development	2,373,496	-	-	798,557.48	-	798,557.48	
451901	Misc Federal Revenue	1,243,256	-	-	-	459,896.75	459,896.75	
453120	Community Svcs Block Grant	484,021	-	-	164,888.00	-	164,888.00	
453143	Coordinated Care Org-CCO	200,000	-	-	200,000.00	-	200,000.00	
453190	Misc State	1,266,639	-	-	-	396,959.59	396,959.59	
453403	Homeless Shelters (EHA ALL-SHAP	2,982,279	-	-	719,326.00	106,819.00	826,145.00	
453830	Veterans Affairs	257,246	-	-	-	67,836.39	67,836.39	
453910	Misc. State (OEA/ECHO/DHS)	177,994	-	45,471.66	14,326.00	-	59,797.66	
455120	Eugene	1,557,073	-	-	860,853.74	-	913,259.99	
455160	Springfield	254,454	-	-	154,316.32	-	161,901.82	
466740	Trillium/OHP Fees	380,359	-	-	145,265.63	-	145,265.63	
466910	Miscellaneous Svc. Charges	462,365	-	54,531.78	-	-	54,531.78	
466915	Special Project	64,097	-	-	-	7,373.25	7,373.25	
466950	Private Donations	10,000	-	-	5,471.00	-	5,471.00	
466980	Refunds & Reimbursements	1,755	14.40	-	1,754.69	10.00	1,779.09	
486100	Investment Earnings	-	9,450.66	-	-	-	9,450.66	
496110	Fund Balance Carryover	1,811,420	1,388,377.24	96,523.33	187,006.93	77,254.17	1,811,420.99	
498510	Transfer Fr General Fund (100)	1,167,642	-	-	318,281.50	-	509,149.50	
498900	Intrafund Transfer	493,830	152,465.57	-	-	-	152,465.57	
TOTAL REVENUES		19,878,902	1,550,307.87	1,177,024.12	3,605,210.75	1,040,939.51	388,328.71	7,761,810.96
EXPENDITURES								
Personnel and Fringe		4,048,715	172,801.61	252,171.27	404,441.57	709,060.29	215,254.16	1,753,728.90
512111	Professional & Consulting Services	93,987	433.00	1,425.90	39,897.88	400.50	-	42,157.28
512173	Training Services	263,749	-	-	98.00	107,220.83	-	107,318.83
512178	Support Services	83,195	-	-	-	77,171.81	-	77,171.81
512179	Subscriptions	600	-	-	-	199.20	-	199.20
512181	On The Job Training-Services	380,393	-	-	-	144,864.29	-	144,864.29
512201	Intergovernmental Agreements	41,698	-	-	-	-	-	-
512211	Agency Payments	8,899,793	-	687,156.87	2,646,464.01	-	-	3,333,620.88
512214	Client Support Fund	2,715,191	-	263,780.00	100,331.40	111,274.10	-	475,385.50
512216	Agency Payments Prior Year	-	-	546.00	-	-	-	546.00
512341	Refuse & Garbage	1,204	94.08	126.98	55.28	-	178.12	454.46
512343	Light, Power & Water	17,646	496.72	975.73	805.44	-	1,717.75	3,995.64
512344	Telephone Services	23,767	2,488.49	2,176.83	1,843.81	2,300.75	2,707.37	11,517.25
512345	General Liability	11,902	547.02	847.02	1,264.44	2,561.52	730.98	5,950.98
512354	Maintenance of Equipment	51	-	-	-	-	-	-
512355	Maintenance of Structures	-	-	-	-	-	1,100.00	1,100.00
512366	Real Estate & Space Rentals	2,519	-	-	104.95	629.70	-	734.65
512531	Fleet Equipment/Vehicle Svcs	6,790	427.42	520.19	334.54	23.23	-	1,305.38
512536	Copier Charges	6,000	117.55	436.64	285.50	-	955.80	1,795.49
512537	Mail Room Charges	7,500	-	1,528.18	407.94	-	293.27	2,229.39
512552	TS Indirect	191,718	10,270.50	14,835.54	17,117.52	37,659.00	15,976.50	95,859.06
512554	County Indirect Charges	400,671	14,889.00	32,158.50	54,505.56	57,315.48	41,467.02	200,335.56
512555	Direct/Information Services	-	-	-	-	-	-	-
512556	Dept Support/Direct (Q&C)	98,163	-	-	49,081.50	-	-	49,081.50
512558	PC Replacement Svcs.	-	-	-	-	-	-	-
512611	Office Supplies & Expense	22,817	1,490.31	477.84	955.96	2,215.80	2,048.99	7,188.90
512613	Memberships & Professional	13,575	7,436.65	1,100.00	1,545.00	-	300.00	10,381.65
512614	Printing & Binding	10,435	-	879.70	627.90	475.67	1,178.64	3,161.91
512615	Advertising & Publicity	3,800	-	89.96	97.30	-	-	187.26
512617	Photo/Video Supplies & Svcs	4,800	-	-	-	-	-	-
512618	Postage	832	(113.05)	-	171.75	-	-	58.70
512619	Radio/Communic Supplies & Svcs	15	-	-	0.41	-	-	0.41
512621	DP Supplies and Access	95,857	778.82	321.36	74,875.22	1,947.71	278.51	78,201.62
512622	DP Equipment	4,332	-	-	-	-	-	-
512623	Printer & Copier Expenses	-	388.93	-	-	-	-	388.93
512626	Small Office Furniture	2,500	107.26	235.25	349.45	-	-	691.96
512712	Food	-	-	-	-	-	150.00	150.00
512716	Miscellaneous Supplies	38,585	-	-	-	-	-	-
512721	Special Supplies	8,340	-	2,000.00	-	-	-	2,000.00
512727	Safety Supplies	500	-	-	-	-	-	-
512811	Business Expense & Travel	18,976	108.00	2,337.42	3,878.83	3,458.87	308.47	10,091.59
512815	Committee Stipends & Expenses	8,000	885.34	-	2,588.00	82.84	-	3,556.18
512816	Awards & Recognition	-	-	-	-	-	-	-
512821	Outside Education & Travel	39,192	2,990.64	170.22	6,663.29	893.01	2,724.58	13,441.74
512822	County Training Classes	13,495	-	-	-	-	-	-
512823	Training Services & Materials	3,037	-	69.53	71.05	-	3,641.70	3,782.28
512911	Miscellaneous Payments	190,426	-	-	500.00	333.76	-	833.76
512914	Parking	500	-	-	-	-	-	-
Materials & Services		13,726,551	43,836.68	1,014,195.66	3,004,921.93	551,028.07	75,757.70	4,689,740.04
532120	Transfer to Special Rev. Funds (H&I	271,429	9,848.52	26,499.54	59,145.42	30,173.52	10,047.48	135,714.48
532900	Intrafund Transfer (HSD)	493,830	-	23,553.52	91,765.26	24,494.28	12,652.51	152,465.57
992920	Operational Reserves	1,338,377	-	-	-	-	-	-
Other Expenditures and Reserves		2,103,636	9,848.52	50,053.06	150,910.68	54,667.80	22,699.99	288,180.05
TOTAL EXPENDITURES		19,878,902	226,486.81	1,316,419.99	3,560,274.18	1,314,756.16	313,711.85	6,731,648.99
REVENUE OVER (UNDER) EXPENDITURES		-	1,323,821.06	(139,395.87)	44,936.57	(273,816.65)	74,616.86	1,030,161.97