

**M I N U T E S**  
**HUMAN SERVICES COMMISSION**

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May 18, 2020  
12:15 p.m.

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**PRESENT:** Marilee Woodrow *Chair*, Pat Farr *Vice Chair*, Joe Berney, Chris Pryor, Gabrielle Guidero, Shaun Londahl, *Members*; Tom Mulhern, FOOD for Lane County, Emily Reiman DevNW, Sue Paiement & Chris Pickering Catholic Community Services, David Saez Centro Latino Americano, Julie Weisman Womenspace, Mike Fleck Community Sharing Program, *Presenters*; Erin Fifield City of Springfield Staff; Stephanie Jennings City of Eugene Staff; Steve Manela, Deanna Strachan-Wilson, Alex Dreher, Lyn Oliver, Lane County Staff.

**ABSENT:** Claire Syrett, *Members*

**I. CALL TO ORDER**

Chair Marilee Woodrow convened the meeting at 12:15 p.m. Those present introduced themselves.

**II. PUBLIC COMMENT**

There was no Public Comment.

**III. CONSENT AGENDA**

- Minutes of April 20, 2020
- Statement of Revenue and Expenditures as of April 30, 2020

*Chris Pryor moved to accept the Consent Agenda.*

*Shaun Londahl provided the second. The motion passed.*

**IV. MANAGER'S UPDATE**

Mr. Manela provided an update on resources made available by the state and federal government. He said the state has allocated to us \$929,000 for rental assistance funds. Staff is working on a plan to efficiently distribute the funds which will likely be mostly through the community service centers such as Catholic Community Services, Community Sharing in Cottage Grove and Siuslaw Outreach Services (SOS) in Florence with a portion set aside for the Latinx community through Centro LatinoAmericano. Human Services Division has also been allocated \$986,000 in Emergency Solutions Grant (ESG) funds which can be used for everything from eviction prevention activities, Rapid Rehousing, housing counseling, rental deposits, shelter and outreach. The Community Service Block Grant funding has allocated \$792,000 to be used for a broad range of anti-poverty services. Mr. Manela emphasized that all these funds must have a nexus with COVID-19 through the economy such as the impact from a household needing to stay home to take care of out-of-school children, or through the impact to their health. He summarized other COVID-19 funding grants focused on dislocated workers such as job development and career advising for people who had been laid off and impacted because of economic changes. The HSD will hire outreach workers who will work with people who are homeless to assist in the next phase of the COVID crisis with humanitarian assistance.

Responding to member' discussion of the confusing number of sources and grants, Mr. Manela noted that the HSD office staff work to maintain the message to the community around services being offered.

**V. COVID-19 COMMUNITY IMPACT:**

*Human Service Provider Survey Results: Expert Panel Discussion and Q and A*

- Food Security: Tom Mulhern, FOOD for Lane County
- Economic Security: Emily Reiman, DevNW
- Social Services: Sue Paiement & Chris Pickering, Catholic Community Services
- Immigrant/Latinx community: David Saez, Centro Latino Americano
- Domestic Violence: Julie Weisman, Womenspace
- Rural Services: Mike Fleck, Community Sharing Program

Ms. Dreher displayed a PowerPoint presentation with results from a survey to HSD subcontracted providers. The intent was to gain an up-to-date perspective on emerging needs. Providers were asked to describe the magnitude of need and demand for services that they were seeing around anti-poverty services that would be most impactful to fund given the pandemic and also given the funding streams that are anticipated.

Ms. Dreher reviewed the presentation:

- DHS noted a 62 percent increase in application for Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance to Needy Families (TANF) benefits.
- The Child Welfare hotline has seen a 25 percent decrease in calls from February to March. It is assumed to be due to the school closures and less opportunity for people to view and report abuse.
- While 9 percent of the Lane County population identifies as LatinX or Hispanic, that population represents 22 percent of the positive COVID-19 cases.

Ms. Dreher reviewed the survey feedback

- Services most impactful to fund and prioritize: #1 emergency rental assistance, and #2 utility payment assistance and access to food.
- Community and economic development activities recommended by providers were: #1 direct services, #2 small business grants and funding to non-profits to help them get through this time.
- Highest priority populations were families with children and Asset Limited Income Constrained but Employed (ALICE) families and seniors.
- Urban food pantries report seeing 30 to 50 percent new clients each distribution day – that's families who have not sought services before.
- In order to serve guests, providers are being very creative with their social distancing methods such as mailing items for signatures and using DocuSign if they have access to an electronic device.
- There is misinformation in the community around the eviction moratorium that rent payments are waived. When the moratorium expires providers anticipate people access assistance to pay for arrears.
- Volunteer retention is very difficult as many are retirement age or are unable to assist due to susceptible health systems.

## Panelists

FOOD for Lane County (FFLC): Mr. Mulhern said the demand for food spiked in March. It has been an erratic response combination factor due to people getting their stimulus checks. The pandemic has highlighted the need for home delivery of food boxes as the underlying issues of transportation and mobility issues are key issues. Some meal sites were shut down during COVID, and others such as the Dining Room and district meals are on a carry out basis. The school response has been terrific and they continue to provide meals. It has been a positive impact through all the communities. FFLC will also be working with the schools for the summer meal programs.

Centro LatinoAmericano (CLA): Mr. Saez noted that clients are having difficulties maintaining their jobs to pay rent and utilities, and to feed their families. He is thankful for the community response to helping with food, and CLA has received funds from United Way for rent assistance. Centro has benefited from foundation funding which has been quite flexible. They are also a part of a group of organizations push for Oregon worker relief funding. They haven't received State funds as of yet, but are still distributing funds from donations. When the COVID funds arrive, they will need to hire temporary staff.

Catholic Community Services (CCS): Ms. Pickering said CCS is experiencing a high volume of people requesting rent assistance, and people who have applied for unemployment but it has not been received, childcare assistance for people who can go back to work but have no childcare, and people requesting help to find employment.

DevNW: Ms. Reiman said that in addition to the economic uncertainty already expressed, she would add basic financial literacy and technical access.

Womenspace (WS): Ms. Weismann said the crisis and support line calls have doubled but not in domestic violence. Many calls are asking what Womenspace can provide; they are facing a great deal of anxiety and uncertainty. The highest demand is rental and utility assistance, and food. Womenspace did receive some survivor housing funds to assist in someone maintaining their housing or finding housing. That has allowed payment of upfront rent, deposits or utility arrears.

Community Sharing (CS): Mr. Fleck noted that CS finds it is providing less food due to the community activity. His agency is having difficulty spending the funds other than utility assistance and folks staying home due to COVID-19.

**VI. NEXT MEETING**

The next regularly scheduled meeting is Monday, June 15, 2020

**VII. ADJOURNMENT**

The meeting adjourned at 1:34 p.m.

*Recorded by Diana Alldredge  
HSD Staff*

**Lane County, Oregon**  
**Statement of Revenues and Expenditures**  
 Report: CY-0434 - Division by Account  
 Department: Health and Human Services  
 Division: Human Services Division  
 As of May 31, 2020

**Percent  
of Year**  
91.80%

Account	Description	Budget	MTD Actual	YTD Actual	Variance Over (Under)	Percent of Budget
451251	Department Of Energy	735,303.00	67,770.00	488,676.79	(246,626.21)	66.46%
451301	Fema	3,693.00	-	3,693.00	-	100.00%
451351	Health & Human Services	3,637,236.00	188,555.00	3,141,652.53	(495,583.47)	86.37%
451369	SAMHSA	478,759.00	102,436.38	311,996.72	(166,762.28)	65.17%
451401	Housing & Comm Development	2,555,794.00	174,900.27	1,683,011.72	(872,782.28)	65.85%
451901	Miscellaneous Federal	1,178,261.00	129,797.98	859,087.13	(319,173.87)	72.91%
453120	Community Services Block Grant	515,792.00	15,323.00	403,442.00	(112,350.00)	78.22%
453143	Coordinated Care Org-CCO	100,000.00	-	100,000.00	-	100.00%
453190	Miscellaneous State	1,243,696.00	235,406.39	781,517.20	(462,178.80)	62.84%
453403	Homeless Shelters	3,117,566.00	353,913.00	2,591,091.00	(526,475.00)	83.11%
453830	Veterans Affairs	274,085.00	67,771.18	206,313.54	(67,771.46)	75.27%
453910	Miscellaneous State Revenue	252,812.00	11,772.00	118,524.99	(134,287.01)	46.88%
455120	Eugene	2,147,590.00	-	1,804,353.03	(343,236.97)	84.02%
455160	Springfield	252,658.00	-	233,403.67	(19,254.33)	92.38%
466740	Trillium/OHP FEES	449,906.00	24,755.20	314,543.97	(135,362.03)	69.91%
466910	Miscellaneous Svc Charges	181,479.00	3,148.00	110,654.00	(70,825.00)	60.97%
466915	Special Projects	38,410.00	8,404.88	23,315.05	(15,094.95)	60.70%
466950	Private Donations	24.00	-	60.00	36.00	250.00%
466980	Refunds & Reimbursements	9,100.00	-	9,100.00	-	100.00%
486100	Investment Earnings	-	866.01	22,106.15	22,106.15	100.00%
496110	Fund Balance Carryover	1,731,247.00	-	1,731,247.25	0.25	100.00%
498510	Transfer Fr General Fund (100)	2,177,918.00	484,788.34	1,916,977.84	(260,940.16)	88.02%
498520	Transfer Fr Spec Rev Fd (200)	11,130.00	-	11,130.00	-	100.00%
498900	Intrafund Transfer	500,737.00	44,676.02	413,560.57	(87,176.43)	82.59%
<b>Total Revenues</b>		<b>21,593,196.00</b>	<b>1,914,283.65</b>	<b>17,279,458.15</b>	<b>(4,313,737.85)</b>	<b>80.02%</b>
<b>Personnel and Fringe</b>		<b>4,316,161.00</b>	<b>292,908.51</b>	<b>3,414,989.15</b>	<b>(901,171.85)</b>	<b>79.12%</b>
512111	Professional & Consulting	89,997.00	1,000.00	3,610.09	(86,386.91)	4.01%
512173	Training Services	249,500.00	4,000.00	188,145.41	(61,354.59)	75.41%
512178	Support Services	64,660.00	125.00	58,753.69	(5,906.31)	90.87%
512179	Subscriptions	600.00	-	212.15	(387.85)	35.36%
512181	On The Job Training - Services	290,500.00	7,000.00	152,505.28	(137,994.72)	52.50%
512201	Intergovernmental Agreements	11,000.00	-	-	(11,000.00)	0.00%
512211	Agency Payments	10,009,585.00	783,375.99	8,192,482.22	(1,817,102.78)	81.85%
512214	Client Support Fund	2,750,289.00	64,045.78	2,589,268.91	(161,020.09)	94.15%
512216	Agency Payments Prior Year	19,610.00	-	14,712.46	(4,897.54)	75.03%
512341	Refuse & Garbage	1,357.00	-	828.17	(528.83)	61.03%
512343	Light, Power & Water	17,920.00	915.65	10,214.28	(7,705.72)	57.00%
512344	Telephone Services	26,923.00	1,881.75	17,010.07	(9,912.93)	63.18%
512345	General Liability	12,388.00	1,032.34	11,355.68	(1,032.32)	91.67%
512354	Maintenance Of Equipment	40.00	-	-	(40.00)	0.00%
512357	Maintenance Agreements	-	4,200.00	4,265.71	4,265.71	100.00%
512366	Real Estate & Space Rentals	3,383.00	282.99	4,306.24	923.24	127.29%
512531	Fleet Equipment/Vehicle Svcs.	4,260.00	636.90	3,523.59	(736.41)	82.71%
512536	Copier Charges	13,802.00	133.09	4,576.90	(9,225.10)	33.16%
512537	Mail Room Charges	6,824.00	115.11	5,404.34	(1,419.66)	79.20%
512551	License Replacement	11,152.00	929.35	10,222.85	(929.15)	91.67%
512552	TS Indirect	215,358.00	17,917.40	197,091.40	(18,266.60)	91.52%
512553	Infrastructure Replacement	6,232.00	519.33	5,712.63	(519.37)	91.67%
512554	County Indirect Charges	571,425.00	47,618.75	523,806.25	(47,618.75)	91.67%
512556	Dept Support/Direct	100,969.00	8,414.08	92,554.88	(8,414.12)	91.67%
512611	Office Supplies & Expense	22,353.00	26.50	14,845.70	(7,507.30)	66.41%
512613	Professional Licenses	23,914.00	-	17,919.41	(5,994.59)	74.93%
512614	Printing & Binding	12,165.00	-	7,538.43	(4,626.57)	61.97%
512615	Advertising & Publicity	10,540.00	-	5,185.00	(5,355.00)	49.19%
512617	Photo/Video Supplies & Svcs	4,945.00	-	2,075.00	(2,870.00)	41.96%
512618	Postage	1,480.00	-	1,119.25	(360.75)	75.63%
512619	Radio/Communic Supplies & Svcs	5.00	-	4.31	(0.69)	86.20%
512620	Dues & Memberships	-	2,500.00	16,512.99	16,512.99	100.00%
512621	DP Supplies And Access	142,703.00	-	127,207.74	(15,495.26)	89.14%
512622	DP Equipment	3,649.00	-	2,659.83	(989.17)	72.89%
512623	Printer & Copier Expenses	-	-	119.99	119.99	100.00%
512626	Small Office Furniture	25,200.00	-	23,747.75	(1,452.25)	94.24%
512712	Food	800.00	30,883.00	31,616.68	30,816.68	3952.09%
512713	Clothing	-	-	1,080.00	1,080.00	100.00%
512716	Miscellaneous Supplies	2,320.00	-	2,313.78	(6.22)	99.73%
512721	Special Supplies	5,600.00	-	-	(5,600.00)	0.00%
512727	Safety Supplies	250.00	-	164.54	(85.46)	65.82%
512751	Medical Supplies	-	-	34.84	34.84	100.00%
512811	Business Expense & Travel	20,503.00	24.73	13,744.63	(6,758.37)	67.04%
512815	Committee Stipends & Expense	8,100.00	-	4,771.01	(3,328.99)	58.90%
512821	Outside Education & Travel	46,881.00	-	33,925.83	(12,955.17)	72.37%
512822	County Training Classes	1,867.00	-	57.82	(1,809.18)	3.10%
512823	Training Services & Materials	29,092.00	-	14,889.36	(14,202.64)	51.18%
512911	Miscellaneous Payments	228,389.00	-	657.47	(227,731.53)	0.29%
512914	Parking	648.00	-	648.00	-	100.00%
<b>Materials and Services</b>		<b>15,069,178.00</b>	<b>977,577.74</b>	<b>12,413,402.56</b>	<b>(2,655,775.44)</b>	<b>82.38%</b>
<b>Capital Projects/Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
<b>Debt Service</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
532120	Transfer To Spec Rev Fd (200)	305,929.00	25,494.09	280,434.99	(25,494.01)	91.67%
532900	Intrafund Transfer	500,737.00	44,676.02	413,560.57	(87,176.43)	82.59%
<b>Other Expenditures</b>		<b>806,666.00</b>	<b>70,170.11</b>	<b>693,995.56</b>	<b>(112,670.44)</b>	<b>86.03%</b>
992920	Operational Reserves	1,401,191.00	-	-	(1,401,191.00)	0.00%
	Reserves	1,401,191.00	-	-	(1,401,191.00)	0.00%
<b>Total Expenditures</b>		<b>21,593,196.00</b>	<b>1,340,656.36</b>	<b>16,522,387.27</b>	<b>(5,070,808.73)</b>	<b>76.52%</b>
<b>Revenues Over (Under) Expenditures</b>		<b>-</b>	<b>573,627.29</b>	<b>757,070.88</b>	<b>757,070.88</b>	