



# Poverty and Homelessness Board

## Executive Committee Meeting

May 20, 2021

12:00 p.m. – 1:30 p.m.

Join from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/951740429>

Call in by Phone: +1 (646) 749-3112 Access Code: 951-740-429

To watch live or later, visit: <https://lanecounty.ompnetwork.org/>

# AGENDA

### Topic

1. Welcome and Agenda Review – Kris McAlister, Chair  
Member Check In (Jurisdictional Updates)
2. Consent Agenda – Chair ..... 5 min
  - *Approve Minutes from March 18, 2021*
  - *Shelter Subcommittee Membership Roster*
  - *Youth Homeless Solutions Workgroup Membership Roster*
  - *Lived Experience Advisory Group for Unhoused Engagement Membership Roster*
  - *RFP Evaluation HMIS Subcommittee Membership Roster*
3. Membership – Chair..... 5 min
  - Adding Mattias Smith to Executive Committee
  - Vice-Chair nominations
  - Terms expiring June 30: Philanthropy Representative, Education Representative
4. Provider Forum- Lane County staff ..... 20 min
5. New Tableau Website – Lisë Stuart ..... 5 min
6. Forensic Intensive Treatment Team (FITT) – Olivia McClelland, Lane County ..... 20 min
7. Strategic Plan 2022-2027 – Alex Dreher, Lane County Staff..... 20 min  
Draft Scope of Work
8. Navigation Center- Sarai Johnson.....5 min
9. Public Comment..... 5 min  
*Individuals who plan to offer comment must register and indicate they wish to give public comment in the chat box, with name and contact information.*
10. Wrap Up/Next Meeting ..... 5 min  
Summarize board decisions, assignments, next steps, and next month’s meeting agenda

*The Poverty and Homeless Board (PHB) is an action oriented group of elected officials, community stakeholders, and individuals who represent low-income and homeless people’s concerns. The purpose of the PHB is to create innovative partnerships and programs that use best practices to reduce poverty and homelessness in Lane County. The PHB will work to generate resources, community and legislative support for housing and services to achieve its goals.*

## **PHB Shelter Subcommittee Membership**

- Sheryl Balthrop
- Tim Black
- Susan Blane
- Dan Bryant
- Commissioner Farr
- Jacob Fox
- Michelle Hanks
- Julie Lambert
- Kirstin London
- Kris McAlister
- Shawn Murphy
- Richard Self
- Lori Stenshoel
- Mayor Van Gordon
- Mayor Vinis

\* Kristinia Rogers voted in by Shelter Stakeholder Committee on 4/22, pending PHB approval

**Youth Homelessness Solutions Workgroup 2021**

<b>Name</b>	<b>Representing</b>	<b>Affiliation</b>
<b>Susan Lopez (Chair)</b>	PHB Member	Victim Services Rep
<b>Kirstin London</b>	HY Housing/Service Provider	Youth ERA
<b>Stacey Yates</b>	HY Housing/Service Provider	SVDP Youth House
<b>Jim Jamieson</b>	Community Member	CASA Volunteer
<b>Vacant</b>	Education Representative to the PHB/McKinney Vento Liaison	
<b>Deborah Dailey</b>	Community Member	
<b>Laura Rodello</b>	HY Housing/Service Provider	DHS
<b>Mattias Smith</b>	Youth Lived Experience Rep to PHB	15th Night Youth Action Council, PHB
<b>Julia Johnson</b>		Eugene School District 4J
<b>Jenna Ely</b>	Provider	Connected Lane County
<b>Christian Moller-Anderson</b>	Provider	A Smile for Kids
<b>Julie Watts</b>	Egan Warming Center	Youth Egan Site Coordinator
<b>Maleigha Myers</b>	Provider	Looking Glass
<b>Mike Yoshioka</b>	Provider	St. Vincent de Paul Youth and Family Services
<b>Makayla Elliott</b>	Provider	Direction Service
<b>Molly MacGraw</b>	Provider	Direction Service
<b>Alexandria Becherer</b>	Provider	Youth House Program Manager
<b>Alex Dreher</b>	Staff	Lane County Human Services Division
<b>Diana Alldredge</b>	Staff	Lane County Human Services Division

**2021 Lived Experience Advisory Group for Unhoused Engagement (LEAGUE)**

<b>Member Name</b>	<b>Representing</b>
Howard Mitchell, Chair	Community Member
Jamie Cornett	Community Member
Joseph Reid	Community Member
Julie Lambert	Community Member
Kris McAlister, Vice Chair	Homeless/Formerly Homeless Representative
Richard Self	Community Member
Sabra Marcroft	Community Member
Alex Dreher	LCHSD Staff
Amanda Borta *	LCHSD Staff *Lead
Diana Alldredge	LCHSD Staff

**2021 RFP-Eval-HMIS Committee**

<b><i>Member Name</i></b>	<b><i>Representing</i></b>
Brittany Quick-Warner	Eugene Chamber
Cliff Harrold	At Large Elected/ Lane County Sheriff
Foster Martinez	SVDP Supportive Housing Program
John Raleigh Fox	Rural Elected/ Coburg City Council
Kris McAlister, Chair	Homeless/Formerly Homeless Representative
Shawn Murphy	Laurel Hill Center
Amanda Borta	LCHSD Staff *Lead
Daina Davisson	LCHHS Staff Quality & Compliance
Diana Alldredge	LCHSD Staff
Lisë Stuart	LCHSD Staff *Lead
Melissa Coloma	LCHSD Staff *Lead



## Scope of Work

### Strategic Plan Development for the Poverty and Homelessness Board

#### 1. About the Poverty and Homelessness Board

The Poverty and Homelessness Board was formed in 2014. It is an action-oriented group of elected officials, community stakeholders, and individuals who represent low-income and people experiencing homelessness' concerns in Lane County. The PHB serves as the administrative board for the Lane County Community Action Agency and as the oversight board for the Lane County Continuum of Care. It provides advice to the regional Human Services Commission and the Lane County Board of Commissioners with the goal of reducing and preventing poverty and homelessness in Lane County.

#### 2. Project Overview

The Poverty and Homelessness Board (PHB), an advisory board to the Lane County Commissioners, seeks a vendor to assist in the development of their Five-Year Strategic Plan. The last PHB Strategic Plan was created in April 2016 and spanned 2016-2021. The final Strategic Plan should be a comprehensive, succinct, and visually appealing set of strategic initiatives, goals, and objectives that can be implemented through the Poverty and Homelessness Board from 2022-2026.

The Strategic Plan should:

- Coordinate the homeless service system improvement recommendations and work of the Joint Shelter and Housing Strategic, Sarai Johnson.
- Coordinate with other relevant housing and systemic change plans in Lane County, Eugene, Springfield, and rural cities.
- Determine gaps in existing plans and strategies to identify strategic areas of focus appropriate for the Poverty and Homelessness Board.
- Include strategic areas of focus, goals, and objectives that are measurable, attainable, realistic, and timely.

Key Considerations:

- The Strategic Plan should not duplicate, but rather amplify existing relevant housing and poverty plans in Lane County.
- The Strategic Plan should focus on the unique role of the PHB as an advisory board to the Human Services Commission and Lane County Commissioners.



- Ensure people with lived experience and consumers of services are at the table when determining initiatives and goals.

Applicants should have demonstrable experience successfully developing consensus-based strategic plans, be knowledgeable in collective impact or collaborative strategic initiatives, and have strong facilitation skills. They should be able to facilitate discussions that ensure participation by all present in order to stimulate challenging thought processes, prevent tangential discussion, and move the group to consensus.

Applicants should have a general understanding of the existing relevant plans, stakeholders, and strategic initiatives to address poverty and homelessness in Lane County, including but not limited to those specified below.

Relevant Plans and Strategic Initiatives:

- [Lane County Poverty and Homelessness Board Strategic Plan \(2016-2021\)](#)
- [The Lane County Public Shelter Feasibility Study System Analysis \(aka “The TAC Report”\)](#)
- [Eugene-Springfield 2020 Consolidated Plan](#)
- [Lane County Community Needs Assessment 2019](#)
- [Youth Homelessness Needs Assessment 2019](#)

Stakeholders

- [The Poverty and Homelessness Board](#)
- [Human Services Commission](#)
- [Better Housing Together](#)
- [Housing Policy Board](#)
- [The City of Eugene’s Housing Tools and Strategies Working Group](#)

### 3. Scope of Work and Deliverables

It is expected that the development of the Poverty and Homelessness Board Five-Year Strategic Plan will be accomplished through a combination of activities, including:

- Background research on history and current leadership team, including environmental scan of organization and opportunities ahead.
- Comparing the PHB with other similar Continuum of Care or Community Action Agency advisory bodies of similar size communities.



- Focus groups, interviews, surveys and/or any other method that will be useful in receiving PHB member input.
- Facilitated group meetings with PHB, staff, and relevant partners to create consensus regarding a strategic plan.
- Meetings will be conducted virtually to prevent the spread of COVID-19.

Consultant will compile the results of the strategic planning work sessions and produce a final publication detailing the strategic planning process and the final strategic plan in electronic and editable format. The final product should be an easy to read, concise, roadmap of goals and objectives, with measurable outcomes. Consultant will also prepare visually appealing graphic representations of the strategic plan for marketing and informational purposes to convey the plan to the general public (see the [TAC 10 Recommendations](#) for reference).

#### **4. Proposal Format**

To best evaluate the ability of the vendor to meet our goals, please include the following in your proposal:

- Examples of similarly-complex projects and a summary of strategic planning experience. Include attachments, hyperlinks, or a sample of relevant written work.
- Identify who will be involved on your project team, their role, and include their relevant experience.
- Describe your organization, its size and structure. Indicate whether your business is woman or minority-owned.
- Description of your approach to strategic planning
- Suggested project timeline with major tasks and milestones. Include your understanding of the work to be performed, estimated hours, and other pertinent information.
- Sample Project Work Plan
- Project budget by line item

Proposals will be scored based on the following criteria:

Vendor Qualification (Maximum 10 points)

- Consultant has the qualifications necessary to successfully complete the scope of work
- Consultant has prior experience working on similar projects
- Consultant has prior experience working with Continuum of Care or Community Action Agency advisory boards





#### Written Proposal (Maximum 20 points)

- The proposal demonstrates an understanding of the project objectives and desired results
- The proposal illustrates an approach to the scope of work that will likely lead to the successful development of an actionable strategic plan that does not duplicate existing community plans.
- The proposal illustrates the consultant's ability to successfully execute the proposed approach
- The proposal includes an appropriate process to interact with PHB members and relevant stakeholders

#### Work Plan (Maximum 10 points)

- The proposal adequately details project activities and milestones or deliverables associated with each stage of the scope of work
- The proposal includes a detailed timeline for each stage
- The work can be completed within the project timeline

#### Budget (Maximum 10 points)

- The proposal includes a detailed budget for each stage of the scope of work
- Proposed costs are reasonable