

M I N U T E S
HUMAN SERVICES COMMISSION

Remote/GoToMeeting 602-588-741

May 17, 2021
12:15 p.m.

PRESENT: Pat Farr *Chair*, Matt Keating *Vice Chair*, Claire Syrett, Laurie Trieger, Shaun Londahl, Members; Erin Fifield City of Springfield Staff, Jason Dedrick, Brooke Freed, and Teresa Kennedy, City of Eugene Staff; Steve Manela, Alex Dreher, Amanda Borta, James Ewell, Katharine Ryan, Lyn Oliver, Rick Kincade, Robin Scott, Sarai Johnson, Stephanie Talbott, Vanessa Moya Lopez, Lane County Staff; Chris Pickering, David Saez, Leslie Finlay, Michael Yoshioka, Michelle Hankes, Mike Fleck, Shalyn Pilling, Tom Mulhern, Guests.

ABSENT: Marilee Woodrow, Member

I. CALL TO ORDER

Chair Pat Farr convened the meeting at 12:15 p.m. He called out attendance for members, staff and guests.

II. PUBLIC COMMENT

There was no public comment.

III. CONSENT AGENDA

- Minutes of April 19, 2021
- Statement of Revenue and Expenditures as of April 30, 2021

Claire Syrett moved to approve the consent agenda.

Matt Keating provided the second. The motion passed.

IV. RENTAL & ENERGY ASSISTANCE UPDATE

Program Services Coordinator Stephanie Talbott reported that the CARES and STARR funding will be wrapped up by the end of June. As of this Monday morning we have spent \$10.5 million and served 2,322 households. She noted the document will be emailed to members after the meeting.

Ms. Dreher displayed the *Rent Relief Update as of 5.17.21* on the screen.

Ms. Talbott said the HSD was coordinating with the State on rolling out the Treasury funds we were allocated. These total over \$29 million dollars, with additional funds on the horizon. We are following the state's lead and having a soft opening this week and full press release next week. We have been very mindful of the need to make the funds as equitable as possible with the application process open for a full week, and robust phone support in English and Spanish. Per Treasury guidance, these funds prioritize those households with the greatest arrearages and the lowest income, as well as those who have been unemployed 90 days or longer. The income level is at 80 percent of Area Median Income (ARI). There is also preference given to those who have been negatively impacted by the 2020 Wildfires. They can cover rent arrearages, current rent and three months advance rent as well as utility bills for the same periods. The household will need to reapply after three months, but a household can get up to 15 months of assistance. Households who received prior rent relief are eligible for Treasury assistance.

- Locally Homes for Good (HFG) is working on the Landlord Compensation fund with the State. The landlord can apply for funding, however they must agree to accept 80 percent.
- Currently there is not a report available to determine whether the landlord is an individual or a property management group. The landlord/vendor is tracked through the HMIS, but the landlord is not categorized.
- No eligible renters have been denied due to lack of funds and we have reached out to everyone who has applied to date. We have not run out of funds before we ran out of names.
- Portland State is doing research to quantify the need as far as resources, and even the research couldn't find a way to measure it.
- It is unknown at this time if the funding is sufficient to the need, as we haven't been able to measure the amount of debt with which people are struggling.
- TTY and multiple language translations are available on the website.

Several members requested the presented document be emailed to them after the meeting.

From the Chat

- 12:43 Claire Syrett – Not everyone knows that TTY refers to. That is the system that allows people with hearing impairments to communicate via phone
- 12:49 Stephanie Talbott – <https://www.pdx.edu/homelessness>. This is a link to the Portland State webpage with research on the cost of Oregon Evictions. “Approximately 89,000 Oregon households owe back rent, according to the center’s analysis of the Census Household Pulse survey of social and economic impacts of the coronavirus. As many as 200,000 have little to no confidence in their ability to pay next month’s rent, which suggests that these numbers will continue to grow. More than half of the 200,000 households include children. The Oregon Renters Survey conducted by Dr. Lisa K. Bates showed that Black, Indigenous, and People of Color were disproportionately at risk of eviction during the pandemic”.

V. HUMAN SERVICE FUND 2021-2022 PROPOSED BUDGET

Accounting Analyst Lyn Oliver said the Human Services Fund 2021-2022 Proposed Budget documents in the meeting packet were 1) Memorandum dated May 17, 2021, 2) FY22 Proposed By Major Category, 3) HSD Fund 285 History FY18-Proposed FY22, and 4) COVID Funding as of 5-11-21. She also displayed the documents on the GTM screen and put the link to the agenda and budget documents in the Chat:

<http://lanecounty.hosted.civiclive.com/common/pages/DisplayFile.aspx?itemId=17708358>

Referring to the Memorandum, Ms. Oliver said the proposed FY22 budget was developed in February totaling \$33,999,021. Revenue from the jurisdictions of Eugene and Springfield were estimated at FY21 levels less one time COVID funding. Final contributions are determined through each jurisdiction’s budget process. Subsequent technical and supplemental budgets will include recent COVID awards estimated up to \$38 million. Highlights were:

- Human Services and Housing represented 68 percent of the budget, Energy Assistance 13 percent, Workforce Services 10 percent, Administration and Reserves 6 percent, and Veterans Services 3 percent.
- Human Services personnel in FY22 totals 52.35 FTE with 21.0 FTE in Workforce Services, 16.4 FTE in Human Services & Housing 6.6 FTE in Veteran’s services, 5.1 FTE in Administration, and 3.25 FTE in Energy Assistance and Weatherization.
- Direct Assistance and Agency Contracts make up 68 percent of the budget. Personnel is 15 percent of the budget, Materials & Services 12 percent, and Administration (Agency, Department and County) is 5 percent.
- Operational Reserves total \$2,460,310. Reserves are comprised of \$1,094,763 of TAC positions and River Avenue Shelter carry over, \$1,000,000 of LC H&HS reserves for cash flow, and \$365,547 of historical agency reserve.

Ms. Oliver provided a slide presentation on the screen noting the COVID Funded Projects were Parent Education, Community Service Centers, Access Center Singles, Food Distribution, Access LatinX Services, Energy Assistance, Weatherization, Outreach, Shelters: D2D, Pallet, Micro-site and Motel, Rent Assistance, Homeless Prevention and Rapid Rehousing.

Mr. Farr noted this is an action item on the Agenda.

Members discussed jurisdiction participation and the status of the jurisdiction budget committees.

Responding to a question about agency salaries, Mr. Manela said there was an increase of \$168,638 to agency salaries. However there were some organizations that increased personnel costs due to the pandemic, and some that decreased costs due to shutting down for a number of months.

Mr. Farr clarified the motion would be to move to approve the FY 21-22 Human Services budget.

Claire Syrett moved to approve. Laurie Trieger provided the second.

The motion passed.

Mr. Keating asked for a future agenda item to discuss the HSC relationships with agencies who provide mental health and wraparound services.

VI. NEEDS ASSESSMENT

Program Services Coordinator Alex Dreher indicated the direct link to the Lane County Community Needs Assessment Full Report 2019:

https://lanecounty.org/UserFiles/Servers/Server_3585797/File/HSD/Lane%20County%20CNA%20FINAL%20September%202019.pdf and displayed the report on the screen. She explained that the Human Services Division served as the designated Community Action Agency (CAA) administering anti-poverty funds across Lane County. The CAA assesses community needs every three years as required by the Community Services Block Grant (CSBG) Act. Needs and services assessed in this report and those that are eligible through CAAs. The intent of the report is beyond a compilation of data and serves as an analysis and overview of expressed needs, finding, and perceptions of accessibility, strengths and opportunities of anti-poverty services in Lane County. The purpose of the Community Needs Assessment (CNA) is to guide policy, program and funding decisions for the most strategic and effective outcomes based on direct input from people served by the anti-poverty programs. Ms. Dreher explained that the next step is for staff to explore the need for a survey and bring recommendations to the HSC members as well as the Poverty and Homelessness Board which actually serves as the CAA Board. COVID will change the way in which the surveys are collected - in the past they were electronic as well as paper, and fliers to social service agencies. Surveys during COVID will need to be virtual for safety, and we will need to be mindful in order to be equitable.

Mr. Manela advised that the CNA was also a significant part of the Strategic Plan in which Ms. Dreher has been working. Also the CNA is one part of the Results Oriented Management & Accountability (ROMA).

VI. NEXT MEETING

The next regularly HSC meeting is Monday, June 21, 2021.

Mr. Farr encouraged members to attend the community’s Mental Health Summit which meets monthly with the next meeting on Monday, June 21, 2021.

VII. ADJOURNMENT

The meeting adjourned at 1:25 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, 2021

**Percent
of Year**

91.78%

Account	Description	Budget	MTD Actual	YTD Actual	Variance Over (Under)	Percent of Budget
451251	Department Of Energy	738,601.00	31,040.00	454,062.94	(284,538.06)	61.48%
451301	Fema	911,095.00	-	2,500.00	(908,595.00)	0.27%
451351	Health & Human Services	4,240,333.00	779,405.00	2,890,206.74	(1,350,126.26)	68.16%
451369	SAMHSA	411,212.00	96,719.74	277,495.21	(133,716.79)	67.48%
451401	Housing & Comm Development	6,495,169.00	60,778.00	1,872,018.59	(4,623,150.41)	28.82%
451901	Miscellaneous Federal	18,938,297.00	2,448,168.02	14,526,272.61	(4,412,024.39)	76.70%
453120	Community Services Block Grant	1,015,320.00	113,168.00	524,068.00	(491,252.00)	51.62%
453143	Coordinated Care Org-CCO	200,000.00	-	(23,991.81)	(223,991.81)	-12.00%
453144	Coronavirus Relief Fund	3,090,066.00	-	1,537,139.09	(1,552,926.91)	49.74%
453190	Miscellaneous State	2,056,023.00	-	581,009.73	(1,475,013.27)	28.26%
453403	Homeless Shelters	14,866,069.00	1,773,313.00	9,097,131.00	(5,768,938.00)	61.19%
453444	Immune Action & Babies 1st	27,000.00	-	-	(27,000.00)	0.00%
453830	Veterans Affairs	249,596.00	62,399.00	187,197.00	(62,399.00)	75.00%
453910	Miscellaneous State Revenue	241,505.00	281,072.00	1,693,505.77	1,452,000.77	701.23%
455120	Eugene	3,016,738.00	631,924.90	2,058,871.19	(957,866.81)	68.25%
455160	Springfield	584,870.00	-	186,410.18	(398,459.82)	31.87%
456110	Eugene	60,100.00	-	-	(60,100.00)	0.00%
456190	Miscellaneous Cities	25,000.00	-	23,500.00	(1,500.00)	94.00%
466740	Trillium/OHP FEES	315,566.00	47,253.37	320,960.90	5,394.90	101.71%
466910	Miscellaneous Svc Charges	30,327.00	2,783.00	20,354.25	(9,972.75)	67.12%
466915	Special Projects	38,331.00	-	21,053.58	(17,277.42)	54.93%
466950	Private Donations	183,055.00	-	340,000.00	156,945.00	185.74%
466980	Refunds & Reimbursements	792.00	100.00	47,880.35	47,088.35	6045.50%
486100	Investment Earnings	-	1,846.56	12,979.77	12,979.77	100.00%
496110	Fund Balance Carryover	2,488,277.00	-	2,488,275.51	(1.49)	100.00%
498510	Transfer Fr General Fund (100)	1,578,411.00	-	1,433,856.00	(144,555.00)	90.84%
498515	Transfer fr General Fd Ongoing	1,987,672.00	-	1,565,171.00	(422,501.00)	78.74%
498900	Intrafund Transfer	586,943.00	-	282,909.26	(304,033.74)	48.20%
Total Revenues		64,376,368.00	6,329,970.59	42,420,836.86	(21,955,531.14)	65.90%
Personnel and Fringe		4,973,947.00	361,114.35	3,831,877.50	(1,142,069.50)	77.04%
512111	Professional & Consulting	91,210.00	3,664.91	93,645.69	2,435.69	102.67%
512173	Training Services	319,598.00	21,515.36	243,802.73	(75,795.27)	76.28%
512178	Support Services	-	1,215.00	50,964.64	50,964.64	100.00%
512179	Subscriptions	600.00	-	-	(600.00)	0.00%
512181	On The Job Training - Services	235,000.00	13,596.00	134,207.16	(100,792.84)	57.11%
512211	Agency Payments	46,349,567.00	4,002,573.44	21,635,355.67	(24,714,211.33)	46.68%
512214	Client Support Fund	5,338,114.00	513,033.52	5,094,169.75	(243,944.25)	95.43%
512216	Agency Payments Prior Year	-	-	176,346.04	176,346.04	100.00%
512341	Refuse & Garbage	1,750.00	14.72	59.29	(1,690.71)	3.39%
512343	Light, Power & Water	22,100.00	1,451.08	12,406.75	(9,693.25)	56.14%
512344	Telephone Services	171,951.00	3,214.31	25,801.63	(146,149.37)	15.01%
512345	General Liability	14,498.00	1,208.24	13,289.92	(1,208.08)	91.67%
512357	Maintenance Agreements	-	11,277.50	11,277.50	11,277.50	100.00%
512366	Real Estate & Space Rentals	1,203,216.00	283,211.41	1,268,651.33	65,435.33	105.44%
512531	Fleet Equipment/Vehicle Svcs.	5,482.00	1,261.50	6,197.85	715.85	113.06%
512536	Copier Charges	11,475.00	158.98	1,556.37	(9,918.63)	13.56%
512537	Mail Room Charges	3,038.00	348.20	2,743.56	(294.44)	90.31%
512551	License Replacement	11,479.00	956.59	10,522.49	(956.51)	91.67%
512552	TS Indirect	224,810.00	18,734.14	206,075.90	(18,734.10)	91.67%
512553	Infrastructure Replacement	5,875.00	489.58	5,385.38	(489.62)	91.67%
512554	County Indirect Charges	537,047.00	44,753.91	492,293.09	(44,753.91)	91.67%
512555	TS Direct	93.00	9.25	101.75	8.75	109.41%
512556	Dept Support/Direct	138,703.00	11,558.59	127,144.49	(11,558.51)	91.67%
512558	PC Replacement Services	9,375.00	781.24	8,593.64	(781.36)	91.67%
512611	Office Supplies & Expense	18,091.00	789.14	12,641.36	(5,449.64)	69.88%
512613	Professional Licenses	36,476.00	-	17,880.00	(18,596.00)	49.02%
512614	Printing & Binding	6,300.00	-	2,910.66	(3,389.34)	46.20%
512615	Advertising & Publicity	5,400.00	-	3,940.00	(1,460.00)	72.96%
512618	Postage	300.00	44.00	305.35	5.35	101.78%
512619	Radio/Communic Supplies & Svcs	5.00	-	5.05	0.05	101.00%
512620	Dues & Memberships	-	2,500.00	17,817.40	17,817.40	100.00%
512621	DP Supplies And Access	136,909.00	8,196.93	123,063.02	(13,845.98)	89.89%
512622	DP Equipment	25,209.00	-	19,585.12	(5,623.88)	77.69%
512626	Small Office Furniture	2,892.00	-	931.98	(1,960.02)	32.23%
512712	Food	500.00	-	-	(500.00)	0.00%
512716	Miscellaneous Supplies	2,400.00	-	50.94	(2,349.06)	2.12%
512721	Special Supplies	2,400.00	-	6,698.53	4,298.53	279.11%
512727	Safety Supplies	300.00	-	86.83	(213.17)	28.94%
512811	Business Expense & Travel	17,757.00	1,756.34	5,842.46	(11,914.54)	32.90%
512815	Committee Stipends & Expense	6,400.00	20.00	120.00	(6,280.00)	1.88%
512821	Outside Education & Travel	32,495.00	199.75	3,025.13	(29,469.87)	9.31%
512822	County Training Classes	100.00	40.00	1,825.00	1,725.00	1825.00%
512823	Training Services & Materials	15,589.00	-	6,735.45	(8,853.55)	43.21%
512911	Miscellaneous Payments	268,464.00	(146,815.88)	429,857.44	161,393.44	160.12%
512914	Parking	650.00	-	706.00	56.00	108.62%
Materials and Services		55,273,618.00	4,801,757.75	30,274,620.34	(24,998,997.66)	54.77%
521120	Equipment Attachments	-	-	(548.00)	(548.00)	100.00%
521320	Office Furniture	-	-	548.00	548.00	100.00%
522120	Architectural Services	-	836.25	836.25	836.25	100.00%
522830	Special Projects	978,300.00	13,601.30	991,901.30	13,601.30	101.39%
Capital Projects/Outlay		978,300.00	14,437.55	992,737.55	14,437.55	101.48%
Debt Service		-	-	-	-	100.00%
532120	Transfer To Spec Rev Fd (200)	(417,007.00)	-	-	417,007.00	0.00%
532125	Transfer to Spec RevFd Ongoing	742,078.00	27,089.25	297,981.75	(444,096.25)	40.16%
532900	Intrafund Transfer	586,944.00	-	282,909.26	(304,034.74)	48.20%
Other Expenditures		912,015.00	27,089.25	580,891.01	(331,123.99)	63.69%
992920	Operational Reserves	2,238,488.00	-	-	(2,238,488.00)	0.00%
Reserves		2,238,488.00	-	-	(2,238,488.00)	0.00%
Total Expenditures		64,376,368.00	5,204,398.90	35,680,126.40	(28,696,241.60)	55.42%
Revenues Over (Under) Expenditures		-	1,125,571.69	6,740,710.46	6,740,710.46	