

# **Poverty and Homelessness Board**

## **Executive Committee Meeting**

November 18, 2021 12:00 p.m. – 1:30 p.m.

Join from your computer, tablet or smartphone:

https://us06web.zoom.us/j/88687549300?pwd=ZTFlcm8zeUorUUE3Ymg0azYxL1RhUT09

**Meeting ID:** 886 8754 9300 **Passcode:** 227047 **One tap mobile:** +12532158782,,88687549300#

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# **AGENDA**

#### Topic

1.	Welcome and Agenda Review – Kris McAlister, Chair Member Check In (Jurisdictional Updates)	
2.	Consent Agenda — Chair	
3.	Coordinated Entry Stakeholder Committee Proposal (James Ewell, Lane County)	
4.	<ul> <li>Winter Strategies/Hazardous Weather Strategies</li> <li>Egan Winter Warming Strategy (Tim Black, SVdP);</li> <li>Hazardous Weather Task Force Strategy (Sarai Johnson, COE/Lane County);</li> <li>Out of the Cold (OOTC) funding and County Strategy (Maria Cortez, Lane County);</li> <li>Navigation Strategies (Sarai Johnson, COE/Lane County)</li> </ul>	
5.	<u>Safe Sleep Sites – General Update</u> (Peter Chavannes)	
6.	County Updates	
7.	Public Comment	
8.	Wrap Up/Next Meeting	
9.	<u>Adjournment</u>	

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.

# Poverty and Homelessness Board: Coordinated Entry Stakeholder Committee Governance Charter

TITLE	Coordinated Entry Stakeholder Committee
CHARTER DATE	TBD
TIMELINE	Ongoing
OBJECTIVE	Create and maintain a committee made up of stakeholders and community partners that will focus on advising the Poverty and Homelessness Board on improvements to the Lane County Coordinated Entry system.
MEETING	The Coordinated Entry Stakeholder Committee will meet monthly or as
FREQUENCY	needed, but not less than 4 times per year. Meeting frequency may be adjusted.
SPONSORS	Poverty and Homelessness Board
ROLES & RESPONSIBILITIES	<ul> <li>Advise the Poverty and Homelessness Board on recommended improvements related to the 4 core elements of Coordinated Entry (Access, Standardized Assessment, Prioritization, Referral) and changes to corresponding policies and procedures.</li> <li>Advise the Poverty and Homelessness Board on initiatives aimed to address TAC Report recommendations related to Coordinated Entry (Phased Assessment, Case Conferencing, Housing Navigators, etc)</li> <li>Assess existing Coordinated Entry system utilizing HUD's Coordinated Entry Process Self-Assessment tool to find areas of improvement not previously identified and provide recommendation to the Poverty and Homelessness Board, as applicable.</li> <li>Advise the Poverty and Homelessness Board on alternative assessment tools that address equity issues identified in the VI-SPDAT.</li> </ul>
SCOPE	Homeless households and providers of homeless services in Lane County participating in Coordinated Entry.
OPERATING	The Coordinated Entry Stakeholder Committee is committed to the
PRINCIPLES	standards set by the Governance Charter of the PHB. All members adhere
	to established agreements and ground rules. When guidance is not established, the Coordinated Entry Stakeholder Committee will follow basic Robert's Rules of Order.
	All reasonable efforts will be made to ensure meetings are accessible for all members, including those with disabilities. Reasonable efforts should be made to allow for flexibility with meeting format, location, etc.  Meeting date/time/location will be determined by the group and will

# Poverty and Homelessness Board: Coordinated Entry Stakeholder Committee Governance Charter

	consider accessibility and convenience for members to the greatest extent possible. Conference Call option may be available upon request and as resources allow.
DECISION PATH & AUTHORITY	The Coordinated Entry Stakeholder Committee is authorized to develop initiatives and/or projects with the approval of the PHB Executive Committee or PHB. Changes to policy or procedures related to Coordinated Entry will be submitted to the PHB (CoC Board) for approval, as applicable and/or required by HUD. If resource allocation is needed for implementation they will be presented to the PHB Board for final approval. Committee decisions will typically be based on a consensus process. If there is a specific decision that must be made and there is no consensus, the decision will be made by a majority of the official membership.
TEAM SUPPORT AND LEADERSHIP	The All member PHB will provide support and guidance for the Coordinated Entry Stakeholder Committee, including:
LEADERSHIP	<ul> <li>Providing feedback and final approval for work plans designed by the group</li> <li>Promotion and support for approved committee initiatives</li> </ul>
NAME OF THE OWNER OWNER OF THE OWNER	Oversight with respect to the designated initiatives
MEMBERSHIP	The Coordinated Entry Stakeholder Committee voting membership shall consist of at least one PHB member, at least 2 individuals with lived experience of homelessness (preferably members of LEAGUE), as well as a minimum of 5 and maximum of 11 additional community representatives and stakeholders.
	The membership will consist of a diverse representation of stakeholders including, but not limited to, the following groups:
	<ul> <li>Shelters</li> <li>PSH and RRH</li> <li>Individuals with lived experience</li> <li>BIPOC</li> <li>Youth</li> <li>Culturally specific organizations</li> <li>Veterans</li> <li>Domestic Violence providers</li> <li>I/DD providers</li> <li>Front Door Assessors</li> </ul> Additional members may participate in an advisory, non-voting manner as requested by the voting membership.

# Poverty and Homelessness Board: Coordinated Entry Stakeholder Committee Governance Charter

	The subcommittee shall nominate and select a sitting committee member to be the Chairperson of the subcommittee. The responsibilities of Chairpersons include convening and presiding over meetings, developing meeting agendas, identification and recruitment of members from the public to ensure wide community representation, and providing reports to the PHB as requested.
SELECTION PROCESS	Members with full membership authority may nominate individuals with expertise related to the scope of work to join the committee. Nominees shall complete a simple application to document this expertise. The group may also open the application process to the public. Through discussion, the group will select nominees to recommend for addition to the committee. Final nominee(s) will be brought before the full PHB for approval.
STAFFING	A staff person from the Human Services Division will be available for support. This person may assist in organizing meeting date/time and location, agenda setting, providing necessary materials, recordkeeping, and overall facilitation, as requested. Materials will typically be sent at least one week prior to the next meeting date.
MEMBER ACCOUNTABILITY	Each committee member is responsible for fully and actively participating in the work of the committee in order to achieve the goals as described in this charter and subsequent work plans. Each member accepts their responsibilities diligently and agrees to carry their share of the group's work. Members unable to meet obligations may suggest a replacement or alternate, to be approved by the membership.
TERMS	Members shall serve for a term of one year. Terms may be renewed upon approval of the full PHB. Terms shall typically run on the calendar year.

# Project #1: Lane County Land Acquisition for Homeless Housing in Springfield SD1

#### **Draft Statement of Work:**

Lane County will be the direct recipient of ARPA funds.

Delegation Member: Sen. Beyer \$1,500,000

Total ARPA Project: \$1,500,000

**Expenditure Category:** 3.11 Housing Support: Services for Unhoused Persons

This project will utilize \$1,500,000 State of Oregon ARPA allocation to acquire land assets in Lane County for housing development to serve people currently experiencing homelessness.

Major Project Activities: With this funding, Lane County will acquire under-developed land with the priority to find sites located within the City of Springfield for short-term and long-term use. This site or sites will be managed for Emergency Shelter in Pallet Shelters for unsheltered homeless persons who have been impacted as a result of not being able to maintain housing or live in congregate shelter due to the COVID-19 pandemic. Longer term, the site or sites will be developed for permanent supported housing, and/or a mental health crisis stabilization facility serving people with mental illness.

*COVID Response:* Congregate shelter capacity for people experiencing homelessness has decreased due to COVID-19 and the need for social distancing and following CDC guidelines. Long-term, Lane County needs much more affordable housing stock to meet the demand for permanent supportive housing to lift people out of homelessness.

*Deliverables:* Acquiring land will help Lane County meet the short-term need for non-congregate shelter options for the unhoused to prevent transmission of COVID-19 to this vulnerable population, and the long-term need for land for projects, including housing, to serve people experiencing homelessness.

#### **Project Timeline and Schedule:**

Upon award, Lane County will begin working with the City of Springfield to identify a land site or sites to purchase. Concurrently, under a separate ARPA proposal Lane County will purchase Pallet Shelters for siting on the property for use as emergency non-congregate shelter for people experiencing homelessness. The number of Pallet Shelters sited will be determined in cooperation with the City of Springfield.

Upon purchase of property, site improvements will be made to accommodate the Pallet Shelters such as grading, graveling, and connecting site to utilities.

The estimated completion date for short-term use of the site for emergency shelter is Summer 2022. The timeline will be influenced by the length of time to locate land, work with the City of Springfield and other consultants regarding use requirements, contracting time-lines for site improvements and utility hook-ups and ordering, delivery and set-up of the Pallet Shelters.

#### **Project Budget:**

#### **REVENUE**

\$1,500,000 Oregon ARPA (Sen. Beyer)

\$ 85,000 Lane County

\$1,585,000 TOTAL REVENUE

#### **EXPENSE**

\$1,500,000 Land Acquisition

\$ 85,000 Site Improvements

\$1,585,000 TOTAL EXPENSE

## **Project #2: Lane County Pallet Shelters SD2**

#### **Draft Statement of Work:**

Lane County will be the direct recipient of ARPA funds.

**Delegation Member:** Senator Beyer \$750,000

Total ARPA Project: \$750,000

**Expenditure Category**: 3.11 Housing Support: Services for Unhoused Persons

Lane County Health and Human Services, Human Services Division will implement this project with \$750,000 State ARPA allocation.

Major Project Activities: Lane County will purchase up to 100 Pallet shelters, placing them in cooperation with incorporated cities, faith-based organizations, and civic organizations. Several Pallet shelter villages will be built to serve an immediate non-congregate shelter need. Each Pallet shelter has one or two beds, locking doors, personal climate control, and storage for possessions. Lane County will have on-site services at all villages. Lane County will have an MOU and use agreement with all organizations operating Pallet shelter assets in their possession. This MOU will specify the minimum level of service and maintenance per unit.

*COVID Response:* Lane County has a significant number of people experiencing homelessness who are unsheltered and live on the streets as a result of the COVID-19 pandemic which has limited congregate shelter capacity.

*Deliverables:* Purchase of up to 100 non-congregate long-lasting shelter options and reduction in number of people experiencing unsheltered homelessness in Lane County.

#### **Project Timeline and Schedule:**

Upon award, Lane County will submit an order to Pallet. Lane County has an existing sole source procurement approval to purchase shelters from Pallet. Due to the size of the order, supply chain disruptions due to COVID, and popularity of the product, it may take up to three months to receive the entire order.

Once Pallet fulfills the order, Lane County will coordinate with St. Vincent de Paul Society of Lane County for transportation and logistics of moving the Pallet Shelters to the designated sites. Lane County is working in cooperation with many cities within the geographic region to set up Pallet shelter sites in their jurisdictions.

Within six months of award, all Pallet shelters will be operational and in use, decreasing the number of people experiencing unsheltered homelessness in Lane County during critical winter months, and decreasing risk of COVID exposure to vulnerable populations due to this non-congregate shelter option.

#### **Project Budget:**

**REVENUE** 

\$750,000 Oregon ARPA (Sen. Beyer)

\$750,000 TOTAL REVENUE

#### **EXPENSE**

\$750,000 Purchase of Pallet shelters

\$750,000 TOTAL EXPENSE

Lane County will continue to coordinate with existing programs, cities, faith-based organizations, and nonprofits to continue to assess and identify ways to support the Pallet shelter assets including social service provision to the sites.

# Project #3: Lane County HHS Nonprofit Capacity Building SD3

#### **Draft Statement of Work:**

Lane County will be the direct recipient of ARPA funds.

**Delegation Member:** Representative Nathanson \$100,000

**Total ARPA Project:** \$100,000

**Expenditure Category:** 2.10 Aid to Nonprofit Organizations

This project will utilize \$100,000 State of Oregon ARPA allocation to assist non-profit organizations impacted by the COVID-19 pandemic to build their operational capacity to recruit, retain, and train staff to respond to the needs of residents who have been economically impacted. This assistance will be in the form of grants, training opportunities, and workforce development consultation to the nonprofits.

COVID Response: Social service workers are essential workers and have experienced unprecedented burnout due to intense community need for assistance during the pandemic. In order to stabilize the social service workforce, nonprofits need assistance in workforce recruitment, retention, and training. This will allow nonprofits to continue to provide critical social services during the COVID-19 pandemic, when an unprecedented number of community members are seeking assistance.

*Major Project Activities:* Funds will be awarded through a competitive review process. At minimum, nonprofit recipient eligibility requirements will include:

- Nonprofit has been in operation since at least March 1, 2019
- Registered as a 501(c)(3) with the IRS or a fiscal agent that is a registered 501(c)(3)
- No previous receipt of grants or loans, to cover the same costs, since March 1, 2020
- Experienced economic hardship during the pandemic, beginning in March 2020.

*Deliverables:* Nonprofit organizations funded, trained, or provided consultation will sustain and improve services to low-income County residents. Lane County staff will work in collaboration with the Human Services Commission, nonprofits, service providers, and residents to mitigate the impacts of COVID-19 and further develop collaborative programs.

#### **Project Timeline and Schedule:**

Timeline is dependent on confirmation of award.

November 2021: Identify lead consultant staff in Lane County Workforce Services

December 2021: Convene meetings with non-profit partners

December 2021: Develop training and consultation plan

January 2022: Finalize trainings and schedule

February 2022: Begin consultation services

March 2022: Finalize grants process and criteria

April 2022: Award grants to nonprofits

#### **Project Budget:**

#### REVENUE

\$100,000 Oregon ARPA (Rep. Nathanson)

\$48,500 Lane County Workforce Services

\$148,500 TOTAL REVENUE

#### **EXPENSE**

\$25,000 Training contracts and honoraria

\$75,000 Grants to nonprofits

\$48,500 .50 FTE Employment Specialist to organize project

\$148,500 TOTAL EXPENSE

# Project #4: Lane County HHS Landlord Engagement Program SD4

#### **Draft Statement of Work:**

Lane County will be the direct recipient of ARPA funds.

**Delegation Member:** Representative Nathanson \$75,000

**Total ARPA Project:** \$75,000

**Expenditure Category:** 3.12 Housing Support: Other Housing Assistance

This project will utilize \$75,000 State of Oregon ARPA allocation for Lane County Health and Human Services' development and operation of a Landlord Engagement Program (LEP). The LEP will be a much needed linkage between landlords and property managers with vacant units, and households currently experiencing homelessness or at-risk of homelessness as a result of the COVID-19 pandemic economic circumstance, helping to create a housing supply where demand generally far exceeds supply.

*Major Project Activities:* This program will provide a community and incentive-based approach to recruit and retain landlords to rent to the most vulnerable in our community, people who are currently unhoused.

COVID Response: People experiencing homelessness are at high risk of serious health complications due to COVID-19. They have increased vulnerability to COVID due to living outside, notwithstanding existing behavioral health or medical challenges of individuals. Housing is the best outcome for people who are unhoused to protect them from COVID and further negative economic impacts of the pandemic. Landlord partnerships are key to securing rental units for people experiencing homelessness, as sometimes they have negative rental histories and need additional assistance finding landlords who will rent to them. Lane County has very low vacancy and low availability of affordable housing as it is, which has been exacerbated by the COVID pandemic.

#### Deliverables:

Landlord recruitment and support: LEP will provide incentives to landlords to relax the application of screening criteria to participating households, ensuring that complaints and concerns will be responded to and providing assistance when a client damages a unit.

Partner agency support: The LEP will collaborate with human service agency partners to provide direct assistance to clients through finding appropriate housing and eviction prevention support.

Client support: The LEP will ensure linkage with case management, utilization of HMIS by partners, tenancy skills education, and access to move in assistance, eviction prevention assistance.

#### **Project Timeline and Schedule:**

December 1, 2021: Lane County will begin hiring process for Program Services Coordinator to oversee Landlord Engagement Program.

February 2022: On-Board Program Services Coordinator and begin development of Landlord Engagement Program

February through April 2022: Hold meetings with local multi-family housing organizations to explain program and invite to attend organizational meeting. Hold meeting with non-profit housing and homeless service providers to begin to coordinate re-housing efforts of homeless persons who have been housed in motel units during the COVID-19 pandemic.

Begin working with 30% of unhoused motel occupants to match them up with available rental opportunities or other appropriate placements.

May 2022: Assess remainder of long-term stayers for transition to housing options.

June 2022: Move remainder of residents out of non-congregate motel shelter into other shelter, housing or appropriate settings.

July 2023-June 2024: Continue to work on housing navigation and landlord partnership for other homeless and at-risk of homeless households and individuals.

#### **Project Budget:**

#### REVENUE

\$75,000 Oregon ARPA (Rep. Nathanson)

\$52,159 Lane County

\$127,159 TOTAL REVENUE

#### **EXPENSE**

\$109,202 Program Coordinator 2 (salary and benefits)

\$546 General Liability

\$2,500 Equipment (Phone, Computer, Connectivity)

\$3,500 Associated Materials & Services (Mail, Copy, Mileage Supplies, Furniture etc)

\$115,748 Subtotal Program Cost

\$11,411 Federally Approved Indirect Rate FY22 (10.4495% x Personnel Cost)

\$127,159 TOTAL EXPENSE

## **Project #8: Lane County Shelter (Brooklyn Ave) SD8**

#### **Draft Statement of Work:**

Lane County will be the direct recipient of ARPA funds.

#### **Delegation Members:**

Senator Prozanski \$125,000

Senator Beyer \$125,000

Representative Wilde \$250,000

Total ARPA Project: \$500,000

**Expenditure Category:** 3.11 Housing Support: Services for Unhoused Persons

This project will utilize \$500,000 State of Oregon ARPA allocation to contribute to the rehabilitation of an existing facility to make it into an emergency shelter for literally homeless single adults.

The building, located on Brooklyn Ave, will be used as emergency shelter for people with compromised health at risk of COVID-19, while they await permanent housing. The Lane County owned property is located at 1545 Brooklyn Avenue in Eugene. The site consists of approximately 0.50 acres (21,780 square feet) in total on one tax lot.

Major Project Activities: Building rehabilitation work includes: selective demolition and new steel-reinforced concrete, asbestos abatement, wood framing, casework, siding, gutters, openings, finishes, window coverings, plumbing, HVAC and electrical, covered secure bicycle parking, additional storage, improved safety and accessibility revisions, and increased client control over elements such as lighting and shades in the sleeping spaces.

COVID Response: Lane County has a significant number of people experiencing homelessness who are unsheltered and live on the streets as a result of the COVID-19 pandemic which has limited congregate shelter capacity. This project will increase the availability of emergency shelter options, which have decreased due to social distancing and reductions in capacity to allow for COVID precautions.

*Deliverables:* The Lane County asset located at 1545 Brooklyn Ave in Eugene will be renovated and available to use as emergency shelter for literally homeless single adults.

#### **Project Timeline and Schedule:**

June 2021: Demolition, Permits, Architectural

July 2021: Finish samples/cost estimates

August 2021: Mechanical/electrical/plumbing subcontractors design and documentation

## **Project #9: Lane County Mobile Crisis Response SD9**

#### **Draft Statement of Work:**

Lane County will be the direct recipient of ARPA funds.

#### **Delegation Members:**

Senator Prozanski \$65,000

Senator Beyer \$125,000

Representative Nathanson \$210,000

Total ARPA Project: \$400,000

**Expenditure Category:** 1.10 Mental Health Services

This project will utilize \$400,000 State of Oregon ARPA allocation to stabilize and expand mobile crisis services in Western Lane County, Southern Lane County, and the Eugene/Springfield metro area. As these are one-time funds, we are proposing using the funds for one-time purchases rather than creating program activities that would require ongoing funding.

*Major Project Activities:* The one-time purchases have been broken down into three categories: Mobile crisis vehicles, logistics and service support for temporary housing sites in Eugene/Springfield, and flexible funds.

Mobile crisis vehicles: Mobile crisis programs are currently operational in the Eugene/Springfield metro area, unincorporated Lane County and Western Lane County. Lane County is currently working in South Lane County to start-up mobile crisis in that area. Lane County proposes to purchase an emergency transport vehicle for West Lane County. This is for clients served by the West Lane mobile crisis program who need to be transported to the metro area for services. Seed funding will be provided to South Lane County to purchase a mobile crisis vehicle as part of the development of their mobile crisis program. Funding to WhiteBird Clinic to purchase an additional CAHOOTS vehicle to serve as backup and to allow service expansion into unincorporated Lane County. Additionally, funds will be used to retrofit a van that was donated to Lane County Behavioral Health to be used to conduct outreach to the community and partner agencies(e.g. Hourglass, CAHOOTS, non-profits, jail, hospitals), for crisis prevention and intervention in both the metro and rural areas of Lane County.

Logistics and services support for temporary housing sites in the Eugene/Springfield area (inside the Urban Growth Boundary): These funds will support the purchase of two or more small vans to transport both Human Services Division staff and equipment that are deployed to support the network of temporary housing sites within Eugene and Springfield. These vehicles will not

transport residents of the sites, but will be used to ensure residents have the necessary supplies and services in which to safely live upon these sites.

Flexible Funds will be used to provide tents, sleeping bags, blankets, tarps, etc. to unhoused community members who cannot be connected with alternate shelter or housing options. Given the pervasive housing crisis across our community, which has been compounded in our region by the pandemic and wildfires, we recognize that many will continue to be unhoused this winter. We plan on taking a harm reduction approach in working to increase the health and safety of those who are unhoused and at increased risk.

COVID Response: The COVID-19 pandemic, resulting economic recession, and social distancing implementation to protect people from COVID, have negatively affected people's mental health and exacerbated substance use disorders. The number of people who report increases in depression, anxiety, substance use, and worsening chronic conditions has increased dramatically during the pandemic. These factors have led to an increase in the need for mobile crisis response services across Lane County to care for people in crisis.

*Deliverables:* Mobile crisis vehicles, logistics support, and additional supplies for mobile crisis services will be purchased and available for use across Lane County.

#### **Project Timeline and Schedule:**

As Lane County's request is for purchase of equipment and materials, purchases will occur upon allocation of funding.

#### **Project Budget:**

**REVENUE** 

\$400,000 Oregon ARPA (Sen. Prozanski \$65,000, Sen. Beyer \$125,000, Rep. Nathanson \$210,000)

\$400,000 TOTAL REVENUE

**EXPENSE** 

\$40,000 Flexible funds

\$60,000 Mobile crisis vehicle for West Lane County

\$40,000 Retrofit Lane County Behavioral Health van

\$60,000 Mobile crisis vehicle for South Lane County

\$60,000 Springfield CAHOOTS vehicle replacement

\$140,000 Temporary housing site support vehicles

\$400,000 TOTAL EXPENSE

August 2021: General contractor budget

September 2021: Construction begin

December 2021: Estimated completion

#### **Project Budget:**

#### **REVENUE**

\$500,000 Oregon ARPA (\$125,000 Sen. Prozanski, \$125,000 Sen. Beyer, \$250,000 Rep. Wilde)

\$182,000 Lane County

\$682,000 TOTAL REVENUE

#### **EXPENSE**

\$50,000 Architectural

\$9,000 Asbestos Abatement

\$30,000 Demolition - Clean Up - Disposal

\$593,000 Construction

\$682,000 TOTAL EXPENSE

