

**M I N U T E S**  
**H U M A N S E R V I C E S C O M M I S S I O N**

Remote/Zoom

November 15, 2021  
12:05 p.m.

**PRESENT:** Pat Farr *Chair*, Matt Keating *Vice Chair*, Claire Syrett, Kori Rodley, Marilee Woodrow, Laurie Trieger, and Ryan Moore, *Members*; Tom Mulhern (FFLC), Michelle Hanks (Sheltercare), Tod Schneider (Community Supported Shelters), Peter Chavannes (City of Eugene) and Tim Black (SVDP), *Presenters*; Erin Fifield *City of Springfield Staff*, Teresa Kennedy, City of Eugene Staff; Steve Manela, Amanda Borta, Hillary Moran, Daina Davisson, Lisë Stuart, Lyn Oliver, Maria Cortez, and Stephanie Talbott, *Lane County Staff*; Michael Yoshioka, Robert Watts, Sheila Bonkoski, and Sue Paiement, *Guests*.

**ABSENT:** None

**I. CALL TO ORDER**

Chair Pat Farr convened the meeting at 12:02 p.m. Mr. Farr read the names of the members and participants. He introduced Sheila Bonkoski who is an intern in his office. Mr. Farr also announced that he and Multnomah County Commissioner Dr. Sharon Meieran are now Co-Chairs of the Association of Oregon Counties (AOC) HHS Steering Committee.

**II. PUBLIC COMMENT**

There was no one wishing to give public comment.

**III. CONSENT AGENDA**

- Minutes of October 18, 2021
- Statement of Revenue and Expenditures as of October 31, 2021  
*Marilee Woodrow moved to approve the consent agenda.*  
*Matt Keating provided the second. The motion passed.*

**IV. MANAGER’S REPORT**

Mr. Manela introduced Hillary Moran from the Workforce Services Division now stepping in to Alex’s role.

The local allocation for Oregon American Rescue Plan funding has not finished going through the jurisdictions process. Lane County did submit for state ARPA. Mr. Manela read the descriptions of the projects and said he would send out the documents by email.

Lane County Submission for Coronavirus State Fiscal Recovery Funds

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

**Revenue: \$1,500,000 Oregon ARPA (Senator Byer), \$85,000 Lane County .....TOTAL REVNEU \$1,585,000**

Project Timeline and Schedule: Lane County will work 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. *The estimated completion date for short-term use of the site for emergency shelter is Summer 2022.*

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

**Revenue: \$750,000 Oregon ARPA (Senator Byer) .....TOTAL REVENUE \$750,000**

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 Shelter Stakeholder 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 SVDP 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.*

**Project#3: Lane County HHS Non-Profit Capacity Building SD3**

**Revenue: \$100,000 Oregon ARPA (Representative Nathanson), \$48,500 LCWS .....TOTAL REVENUE \$148,500**

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, Develop training and consultation plan. January 2022: Finalize trainings and scheduled. February 2022: Begin consultation services. March 2022: Finalize grants process and criteria. April 2022: Award grants to non-profits.

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

**Revenue: \$75,000 Oregon ARPA (Representative Nathanson), \$52,159 Lane County ..... TOTAL REVENUE \$127,159**

Project Timeline and Schedule: December 2, 2021: Lane County will begin hiring process for Program Services Coordinator (PSC) 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 rehousing efforts of homeless persons who have been HSD in motel units during the COVID-19 pandemic. May 2022: Assess remainder of long-term stayers for transition to housing options. June 2022: Move remainder of residents out of non-congregate and 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#8: Lane County Shelter (Brooklyn Ave) SD8**

**Revenue: \$500,000 Oregon ARPA (\$125,000 Senator Prozanski, \$125,000 Senator Byer, \$250,000 Representative Wilde, \$182,000 Lane County .....TOTAL REVENUE \$682,000**

Project Timeline and Schedule: June 2021: Demolition, Permits, Architectural. July 2021: Finish samples/cost estimates. August 2021: Mechanical/electrical/plumbing subcontractors design and documentation. August 2021: General contractor budget. September 2021: Construction begin. December 2021: Estimated completion

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

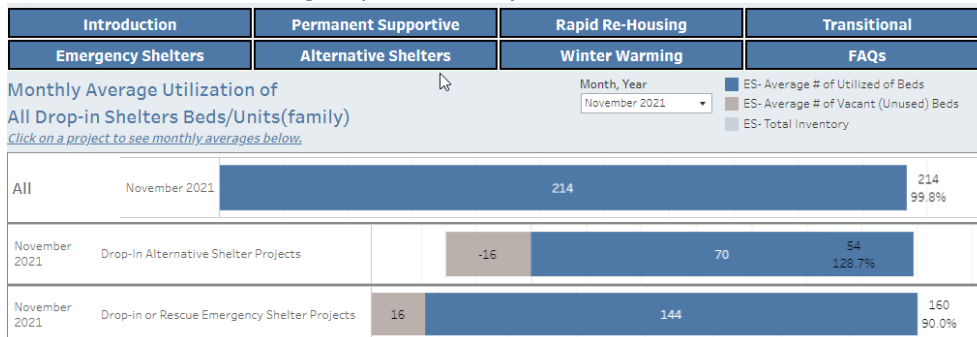
**Revenue: \$400,000 Oregon ARPA (Senator Prozanski \$65,000, Senator Beyer \$125,000, Representative Nathanson \$210,000) .....TOTAL REVENUE \$400,000**

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

**V. REPORTING/ANALYTICS**

Sr. Management Analysts Daina Davisson and Lisë Stuart displayed the Homeless Housing & Shelter Inventory in Lane County Public Tableau on the meeting screen and put the link in the chat: <https://public.tableau.com/profile/lchsd#!/>. Ms. Davisson said this report had been published and available for viewing for a while. Feedback was accepted and encouraged. Through that process, some changes were made to present the drop-in shelters separately and in a way that was very clear to the people looking at it. There are now three dashboards groupings for drop-in shelters:

- 1) Drop-In or Rescue Emergency Shelter Projects – the beds are filled from a wait list that projects maintain on site. It is possible to stay in a drop-in shelter on the same day the shelter is sought limited by the available beds and the number of people seeking shelter that day.
- 2) Programmatic Emergency Shelter Projects - available to people who have gone through a screening process in order to be eligible.
- 3) Motel Voucher Emergency Shelter Projects



Ms. Davisson drew attention to the break out of alternative, drop-in and programmatic dashboards, with the third dashboard pulling the break-out information together to offer a high level look at just how many drop-in beds or units are available in the community.

Ms. Stuart said the age ranges were designated by HUD reporting standards. She and Ms. Davisson will be working to provide a glossary for all the acronyms.

From the Chat:

- ◆ Claire Syrett – Yes, I think I brought that up. Too much reliance on acronyms create barriers to understanding.
- ◆ Laurie Trieger – 211 is a better “get help” resource than local

Mr. Keating requested that in addition to the glossary, hyperlinks to the providers would be helpful.

Mr. Manela said the funding amount determinations were based on staffing, their availability, and allocation plan. Lane County was leading the State in regards to disbursement of rental assistance funds due to the organizations and partnerships in Lane County.

Mr. Keating related there was a dearth of easily available links and information for people looking for services.

Mr. Farr considered that a future agenda item.

**V. NON-PROFIT PANEL/HUMAN RESOURCE RECRUITMENT AND STAFF RETENTION**

Mr. Farr welcomed the panelists and referred to the questions sent previously.

- 1) *What can the Human Services Commission do to support non-profits with the current environment of recruitment and retention of services?*
- 2) *How can local government do to support non-profits best in this environment?*

Sheltercare Executive Director Michelle Hanks

Ms. Hanks noted that it was difficult to locate and recruit staff in the community due to the pay they can offer, the training required, and capacity. She encouraged advocacy at the local, state and federal level. At the local level, how can we ensure we’re working collaboratively and not adding more non-profits but investing in the local non-profits. At the State level we have an intense list of rules to follow called OARS, however private practice is not required to follow. Admin staff are added to ensure that the agencies follow the OARS but it does diminish our ability to use it for admin costs. At the federal level we work to leverage funding and communication with U.S. Housing and Urban Development.

Food for Lane County (FFLC) Executive Director Tom Mulhern

Mr. Mulhern agreed with Ms. Hanks’s comments about recruiting and maintaining staff. FFLC had a staff turnover rate of 19 percent close to the acceptable rate of 10 to 20 percent for non-profits. Funding was the biggest part of recruitment and retention. He remarked that a several year contract should grow because staff became trained and needed to be paid accordingly, and staff were lost when they are unable to get health insurance. He commented that Lane County is a big employer with more with human resources options. He would like to find a way to extend that support to non-profits.

Community Supported Shelters Executive Director Tod Schneider

Mr. Schneider said Mr. Mulhern and Ms. Hanks reflected exactly what Community Supported Shelters was also going through. A year ago \$15 per hour was considered good pay, but now it is not even remotely competitive. The agency ends up paying limited hours and benefits and next to nothing in professional training. He would like Lane County to advocate for CSS when they apply for grants and to assist and support a central distribution function for something as simple as ice.

Members discussed the difficulties for all employer to provide health insurance, and the possible opportunities for elected to advocate for options such as a “pool” or health insurance exchange.

Mr. Farr summarized the discussion was relating to the community need increasing and the severity of conditions they face, the intensive tasks being addressed by staff, and the challenges of safe sleep sites for people with behavioral health challenges.

## VII. WINTER SHELTER DEVELOPMENTS

- 1) City of Eugene Safe Sleep Sites –Peter Chavannes, City of Eugene Sr Program Supervisor
- 2) Eagan Shelters –Tim Black, St. Vincent de Paul Winter Strategies Coordinator
- 3) All Hazards Response Task Force

Mr. Chavannes reported that the city continued to set up safe sleep site to help stabilize people outside. The City was partnering with Lane County on the deployment of these sites whereby the City has been funding infrastructure development (ground prep, Structures, water, electricity, sanitation) and site management (intake, site security, resident policies and procedures and general site facilitation) and the County was negotiating with providers to add services to the sites (medical, mental and behavioral health, and housing navigation) as they come online.

- The first site at 310 Garfield which the City was leasing from LTD, opened on October 4<sup>th</sup> with a capacity of 55 vehicles. It was being operated by St. Vincent DePaul and was current full with a waiting list.
- Additional sites were approved by Council that were anticipated to come online before the end of the year.
  - Rosa Site at the Corner of Bethel Dr. and Roosevelt Blvd. operated by Square One Villages with a capacity for 40 structures such as Conestoga Huts and Pallet Shelters.
  - Everyone Village at 1250 Bailey Hill Rd. across from Mattie Reynolds Park and operated by Everyone Church has a capacity for 17 RV's and 15 structures.
  - 410 Garfield which will be operated by St. Vincent de Paul with a capacity of 86 tents and a yet to be determined number of RVs and Pallet shelters outside.
  - A small safe sleep site at Chase Commons Park was approved but an operator has not been located as yet.

It is expected that by year end there will be 140 alternative tent locations and 75 to 80 additional vehicle locations added. This on top of the 100 additional alternative shelter beds the City stood up over the past year through our Rest-Stop Program. The City continued to look for additional locations as well as explore with providers increasing capacity to operate sites.

Mr. Black briefly noted that the priority was to serve the people at the Washington-Jefferson sites first as the sites filled up quickly and waiting lists were long. As with Egan, SVDP would like to be as nimble as possible where there is community need. COVID has limited the number of Egan sites and trucks are packed to deploy where there is an opportunity.

Members discussed the Egan temperature criteria and the possibility of using ARPA allocations for a mobile crisis response and homeless outreach.

### From the Chat:

- ◆ Tim Black – [tim.black@svdp.us](mailto:tim.black@svdp.us); 541-650-1445
- ◆ FYI on the home page for the Human Services Division are quick links to 211, Emergency Service Providers with contact info, and useful links.
- ◆ Ryan Moore – Looking forward to the Funding Policy Consultation discussion that was supposed to be on today's agenda. Will that be covered next month?

Ms. Syrett asked for an updated by email the number of Egan sites ready for winter.

Mr. Farr said he will work with Mr. Keating to provide a summary of today's meeting.

## IX. ADJOURNMENT

The meeting adjourned at 1:25 p.m.

*Recorded by Diana Alldredge  
HSD Staff*

