



# Poverty and Homelessness Board

## All Member Meeting

Thursday, December 15, 2022

12:00 p.m. – 1:30 p.m.

Harris Hall, 125 E 8th Avenue, Eugene

<https://us06web.zoom.us/j/88687549300?pwd=ZTFicm8zeUorUUE3Ymg0azYxL1RhUT09>

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

[To watch live or later, visit: https://lanecounty.ompnetwork.org/](https://lanecounty.ompnetwork.org/)

# AGENDA

Topic		
1.	<u>Welcome and Agenda Review/</u> Kris McAlister, Chair Member Check In and Quick Updates	2 min
2.	<u>Land Acknowledgement/</u> Chair, Kris McAlister	3 min
3.	<u>Public Comment</u> <i>Individuals who plan to offer comment must indicate they wish to give public comment in the chat box, with name and contact information</i>	5 min
4.	<u>Follow-up from Previous Meeting and Consent Agenda/</u> Chair <ul style="list-style-type: none"> <li>Approve Minutes from Sept. 12, 2022 and Oct. 20, 2022 All Member meetings</li> <li>Accept September and November 2022 Statement Financial Dashboard and Financials</li> </ul>	5 min
5.	<u>Deep Dive into Financials/</u> Lyn Oliver, Sr. Management Analyst <ul style="list-style-type: none"> <li>Presentation/ Discussion</li> </ul>	10 min
6.	<u>Committee Updates/</u> Chair <ul style="list-style-type: none"> <li><u>CE Stakeholder</u> - Katharine Ryan</li> <li><u>Healthcare</u> - Dr. Willy Foster</li> <li><u>LEAGUE</u> - Julie Lambert</li> <li><u>Youth Homeless Solutions</u> - Susan Lopez</li> <li><u>Youth Executive Committee</u> - Mattias Smith</li> </ul>	10 min
7.	<u>2022 PHB Executive Committee Elections /</u> <ul style="list-style-type: none"> <li>Announce Nominations for Chair, Vice Chair(s)</li> <li><b>Action:</b> <i>Elect Chair and Vice Chair(s)</i></li> </ul>	10 min
8.	<u>Open PHB Membership Positions-Live Expertise of Homelessness, Direct Service Provider, Faith Based Org</u> <ul style="list-style-type: none"> <li>Process Review - Brianna Rogers, Community Action Program Service Coordinator</li> <li>Recommendations of Seatholders from Membership Ad hoc Committee Lived Experience: Kris McAllister; Faith Based: Rosie Marquez, SvDP; Direct Service Provider: Terri Hsieh, HIV Alliance</li> <li><b>Action:</b> <i>Vote to Elect Recommended Members to Positions</i></li> </ul>	10 min
9.	<u>2023 Point In Time Count/</u> Carly Walker, HMIS Program Supervisor <ul style="list-style-type: none"> <li>Methodology Update &amp; Planning</li> <li><b>Action:</b> <i>Approve Methodology</i></li> </ul>	10 min
10.	<u>Youth Leadership Board TH/RRH Referral Prioritization /</u> Kirstin London, Youth Homelessness Initiatives <ul style="list-style-type: none"> <li><b>Action:</b> <i>Vote to adopt recommended youth TH/RRH referral process</i></li> </ul>	5 min
11.	<u>Unified Funding Agency (UFA)/</u> Amanda Borta, Sr. Program Services Coordinator <ul style="list-style-type: none"> <li>Presentation/ Discussion</li> </ul>	10 min
12.	<u>Cold Weather Response/</u> Maria Cortez, Shelter Program Services Coordinator <ul style="list-style-type: none"> <li>Update &amp; Needs</li> </ul>	10 min
13.	<u>Wrap Up/Next Meeting</u> Summarize board decisions, assignments/action items, next steps, and next month's meeting agenda. <i>Next Meetings: January 20, 2023 Executive Committee February 17, 2023 All Member</i> <ul style="list-style-type: none"> <li>December 21st is Homeless Persons Memorial Day COE HRC Event in Eugene West Park Block, from 5pm-7pm</li> </ul>	
14.	<u>Adjournment</u>	

*The Poverty and Homeless Board 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.*

# Statement of Revenues and Expenditures

**FUND 285** by Major Program Areas  
As of November 30, 2022

Description	ADMIN	RESERVES	DOVETAIL	WORKFORCE	VETERANS SERVICES	HOUSING & COMMUNITY ACTION	UTILITY & WX	RENT RELIEF	DATA HMIS	YTD Actual
<b>Total Revenues</b>	647,335	1,470,322	22,271	297,435	430,106	(195,925)	1,797,339	8,647,460	(201,386)	12,914,958
	5%	11%	.2%	2%	3%	-2%	14%	67%	-2%	100%
Personnel and Fringe	199,087	-	261,625	691,443	215,447	597,120	117,498	125,819	130,770	2,338,809
Materials & Services	430,740	2,000	38,746	484,586	38,403	6,383,344	2,816,923	4,253,158	(65,794)	14,382,106
Capital, Other & Reserves	314,456	-	51,319	102,638	44,904	472,944	76,979	44,905	-	1,108,145
<b>Total Expenditures</b>	944,283	2,000	351,690	1,278,667	298,754	7,453,408	3,011,400	4,423,882	64,976	17,829,060
	5%	.01%	2%	7%	2%	42%	17%	25%	0%	100%
<b>Expenditures</b>	(296,948)	1,468,322	(329,419)	(981,231)	131,351	(7,649,333)	(1,214,060)	4,223,578	(266,362)	(4,914,103)

## Department ID by Major Program Areas

**Administration**

3427019 HSD-Administration

**Reserves**

3427029 HSC Reserves

3427034 TBH Program Support Fund

**Dovetail**

3427027 Dovetail

**Workforce Services**

3427077 Jobs Program

3427078 Snap 50/50

**Veterans Services**

3427070 Veteran's Services

**Housing & Community Action**

3427020 Community Svc Block Grant

3427022 Home Tenant Based Assistance

3427028 Special Projects

3427030 Intergovernmental Human Svcs

3427031 Navigation Center

3427035 Amer Rescue Plan HumanSvs

3427036 Youth Homeless Demo Pgm

3427037 Wildfire Resil And Recov

3427038 Homelessness Resp & Prev

3427060 State Homeless Asst Pgm

3427063 Prevention and Diversion

3427064 Emergency Solutions Grant

3427065 Housing Stabilization Pgm

3427066 Emergency Housing Account

3427067 COC Planning

3427068 CDBG & COC Programs

3427069 State Housing Programs

**COVID Rent Relief**

3427061 COVID Rent Relief Cares

3427062 LCERA2 COVID Rent

**Data and HMIS**

3427018 Data & HMIS

**Utility and Weatherization**

3427021 LIHEAP

3427023 Weatherization

3427024 LIHWAP

3427026 Local-State Energy Assist

# OR-500: Explanation for Using Homeless By-Name List for the 2023 Annual Unsheltered Point-In-Time Count

---

**Lane County has requested HUD approval to continue to use the HBNL-based methodology supplemented with targeted street outreach surveys for the 2023 Point in Time Unsheltered count.**

In January 2021, Lane County's (LC) Continuum of Care shifted to a new Point-in-Time Unsheltered count methodology based on the county's Homeless By-Name List (HBNL) data. The results, while slightly higher than in previous years, were determined to be more accurate and complete by service providers, homeless advocates, other stakeholders in the community, and analysts reviewing the data. The count was likely higher in 2021 and 2022 using this method because 1) The Lane County Homeless Management Information System (HMIS) is comprehensive and captures most of the service transaction activity provided to people experiencing homelessness; and 2) Increased street outreach staffing and geographic coverage have resulted in more individuals engaged in services.

Unsheltered Count Year	# Unsheltered Individuals	# Sheltered (ES & TH) Individuals	# Total Homeless Individuals
2022 (new methodology)	2105	697 + 78*	2880
2021 (new methodology)	1990	282 + 45	2317
2020 (street survey)	1037	455 + 114	1606
2019 (street survey)	1633	426 + 106	2165

\*Winter warming shelters were open on the night of the PIT in 2022, which resulted in a higher sheltered count than is typical

In both years, LC collected surveys from areas where it seemed most likely that the unsheltered persons were not engaged with any HMIS participating service provider. In 2023, we will continue to collect surveys and include anyone not located on the HBNL in the PIT unsheltered count.

Before using the HBNL-based methodology, LC conducted survey-based street counts which were supplemented with data from HMIS. LC's HBNL methodology flips the primary source by using HMIS data for the majority of the Unsheltered Count and supplementing these data with surveys administered by outreach workers to ensure that individuals who are not already engaged in HMIS are included in the unsheltered count.

## About the Homeless By-Name List

Lane County HMIS launched the [Homeless By-Name List](#) (HBNL)<sup>1</sup> in 2019. The HBNL is generated from the data entered by HMIS-participating projects. Currently, 30 agencies participate in HMIS and enter data for approximately 230 projects. While many of these are traditional projects like Rapid Re-Housing and Street Outreach, Lane County's HMIS also encompasses other types of projects such as food pantries, meal sites, and general social services that provide basic needs including transportation vouchers, laundry facilities, and showers. Throughout the year, all projects collect the [Universal Data Elements \(UDE\)](#) and disabling condition information necessary to determine homeless status, and clients' housing status is updated throughout the year as individuals may move in or out of homelessness. These data are used to distinguish who, by name, will be reported as experiencing homelessness each month. In turn, this list is used to track trends, inflow and outflow, and demographics of people experiencing homelessness in the county. The list also helps identify individuals most at-risk for case conferencing and intensive services, including shelter and housing.

It is important to point out that Lane County's HBNL and Coordinated Entry Central Waitlists are separate lists with distinct processes for how individuals are counted. The CE Central Waitlists are lists of heads of household (primary

---

<sup>1</sup> Data from the HBNL are aggregated and shared in a public dashboard that is updated each month.

[https://public.tableau.com/app/profile/lchsd/viz/HomelessnessinLaneCountyOregon\\_16195399452050/IntroductiontoLaneCountysHomelessnessData](https://public.tableau.com/app/profile/lchsd/viz/HomelessnessinLaneCountyOregon_16195399452050/IntroductiontoLaneCountysHomelessnessData)

applicants) who have agreed to an in depth assessment and would like to be considered for a housing project referral. The assessments are entered into CE projects in HMIS and the Waitlists are generated from a report run in HMIS. The HBNL is a list of persons who are actively receiving services from *any* HMIS-participating project and are literally homeless. These 230 HMIS participating-projects include all traditional homeless service projects as well as projects assisting low-income households such as food pantries and community service centers. People on the Central Waitlists are almost always on the HBNL, but only about one-third of the people on the HBNL are listed on a Central Waitlist.

The model proposed for the PIT unsheltered count is a modified version of the Homeless By-Name List logic used in HMIS. The universe includes all individuals who are currently living in an alternative shelter (car camps, micro sites, overnight parking programs), using the services of a Homeless Day Access Center, and individuals who have any active project enrollment with a homeless prior living situation (or institutional prior living situation and were homeless prior to entering the institution) at project entry:

- Place not meant for habitation (HUD)
- Emergency shelter, incl. hotel/motel paid for w/ ES voucher, or RHY-funded Host Home shelter (HUD)
- Hospital or other residential non-psychiatric medical facility (HUD) AND were homeless prior to institutional stay
- Jail, prison or juvenile detention facility (HUD) AND were homeless prior to institutional stay
- Psychiatric hospital or other psychiatric facility (HUD) AND were homeless prior to institutional stay

The following filters are then applied:

- Individuals who exited any project to a Temporary or Permanent housing situation within the previous 30 days are excluded.
- Individuals who are currently in an Emergency shelter, Transitional Housing or Residential project are excluded.
- Individuals who are enrolled in Permanent Housing projects with a move-in date are excluded.
  - PH - Permanent Supportive Housing (disability required for entry) (HUD)
  - PH - Rapid Re-Housing (HUD)
  - PH - Housing only (HUD)
  - PH - Housing with services (no disability required for entry) (HUD)
- Individuals who are enrolled in homelessness prevention projects are excluded.
- Individuals in the following Project Types who did not have a service (from any provider) within the previous 14 days are excluded.
  - Services Only (HUD) (Only Providers who serve mostly homeless persons are included in this category)
  - Day Shelter (HUD)
  - Street Outreach (HUD)
  - Coordinated Entry (HUD)

## Outreach Survey

While our HBNL data is robust, HMIS is not an exact count of all individuals experiencing homelessness in our community. On the day of the PIT count, Lane County will use outreach workers to administer surveys in areas where individuals are less likely to have engaged in services. We are working with law enforcement, forest management, public works, and other community stakeholders to identify locations where outreach workers will ask individuals to complete a survey. Special attention will be focused on rural areas where there are fewer service providers, and community locations where individuals may go during the day including libraries. Any unsheltered individuals who complete a survey and are not already included on our HBNL will be included in our final PIT count.

In 2020, the pandemic and wildfires of 2020 provided the motivation to change the methodology used in the annual Unsheltered count. The reliability of the numbers produced in 2021 and 2022's PIT counts motivate us to request using this methodology again. Using HMIS data for the majority of the count may reduce the risk of COVID-19 transmission to unhoused individuals and volunteers, and provides more accurate and complete Unsheltered count data. It also allows

us to focus our planning efforts on targeted outreach surveys and estimate how many individuals may not be included in our HBNL.

Lane County is committed to using the HBNL for planning, including resource development, and data-centered outreach to persons experiencing homelessness in the community. Using a modified HBNL for the Point-in-Time count is timely, practical and sustainable.

**Submitted to the Poverty and Homelessness Board on 2022-12-15 by**

Carly Walker, HMIS Supervisor

Lane County Human Services Division

[Carly.walker@lanecountyor.gov](mailto:Carly.walker@lanecountyor.gov)

541-255-6496

# Unified Funding Agency- Summary

## Lane County Continuum of Care OR-500

### What is it?

UFA is a designation from the Dept. of Housing and Urban Development (HUD) under the Continuum of Care program that allows the Collaborative Applicant to receive and distribute funding for all projects under a **single entity and single grant agreement**.

This gives the Collaborative Applicant (CA), and the community, additional autonomy to make decisions about how funds should best be allocated among projects in the community as well as additional responsibility to monitor funds and project performance.

### What are the benefits?

- CA gains ability to **move funds across all projects** within the grant, excluding Planning. Currently, funds can only be moved across projects through a reallocation during the annual competition.
- Subject to CoC oversight, the **UFA can disperse funds between and among projects** as long as shifts total less than 10%, *without amendment*.
- **Increase community flexibility** to reallocate funds in response to changing conditions and further avoids forfeiting unspent funds.
- CoC can set a **single operating start date** for all CoC grants and create uniform grant cycle.
- **Match can be provided collectively** for one single grant, rather than for each individual project.
- **UFA may access additional funding** – typically 3% of Final Pro Rate Need – for costs associated with fiscal control, accounting, and monitoring. Estimated that 3% would be approximately \$120,500 in UFA costs (requires match).
- **One Annual Performance Report** per *project type* must be submitted, rather than one per project.

### What are the challenges?

- Some additional responsibility for financial and programmatic monitoring and increased administrative workload for CA/UFA
- Aligning grant dates can be an upfront challenge, but worthwhile long-term
- UFA required to monitor more intensively at least annually
- May need additional funding in order to equitably provide for administrative costs to co-applicants becoming Lane County subrecipients.

### What needs to occur for Lane County CoC to be eligible?

- Requires support from all current applicants (Lane County, Homes for Good, and SVdP)
- Need to develop operating guidelines and policies/procedures for UFA that provide for CoC oversight.
- Ensure all Lane County monitoring and fiscal oversight policies are in place.
- CoC Board approval is required.

- Must have both the capacity and the Written Standards to carry out the additional duties delegated to a UFA stated in 24 CFR 578.11 of the CoC Program Interim Rule
- Recommended that a subcommittee or workgroup review qualifications, policies and procedures and make recommendation to the full Board.

### How do we apply?

- CoCs can apply for UFA designation during the CoC Registration process. At that time, the CoC must provide required documentation, demonstrating all requirements of UFA are met.
- Registration is released on the second Tuesday of January and is due the first Thursday of March.
- UFA status must be applied for each year during the CoC Registration.

### Additional FAQs

#### **Does Unified Funding Agency status provide additional funding for programming?**

No, not directly. UFA status does provide opportunity for additional administrative dollars *for the agency selected as a UFA* (similar to the Planning grant) in order to execute activities required of a UFA (e.g. monitoring).

However, because of the ability to make funding decisions locally under UFA, there is an opportunity to create *efficiencies* in the use of funding by reducing the amount returned to HUD and utilizing those dollars to serve more people or expand existing programming.

#### **Does UFA status allow us to create new programming, including shelter?**

No. Funding for new programming does not come with UFA status, but is instead made available each year by HUD through the Continuum of Care competition. New funding is typically only able to be used to fund Permanent Supportive Housing, Rapid Re-housing, Joint TH-RRH, HMIS, or Coordinated Entry. Emergency Shelter is not an eligible program type under CoC funding.

#### **Does UFA status allow us to move any amount of funding from one project to another?**

No. While UFA status does allow for additional flexibility to make movements of funding *across projects* (something not allowed under Collaborative Applicant status), this movement is limited to no more than 10%. Anything above that limit must still be approved by HUD through amendment.

#### **What are the benefits and drawbacks to Co-Applicants under the CoC grant (SVdP and Homes for Good)?**

Co-Applicants will become subrecipients under the UFA, rather than direct recipients under HUD. This can have benefits and drawbacks. The drawback is that they do relinquish some level of autonomy (e.g. will go to the UFA to request amendments/changes rather than directly to HUD). Lane County will also retain some level of admin funding that co-applicants previously received in full (options for making up this funding are to be determined).

On the other hand, they may also benefit from the ability of the UFA to move funds *across* projects, in that they may be eligible to receive that funding. The other benefit is that under UFA status, we have the ability to match as a system, rather than by project. Some agencies struggle to come up with the 25% match required for their projects. Under UFA, Lane County would be able to match all grants cumulatively at 25%, potentially reducing the burden on providers to find match.

**How does UFA status benefit those we serve?**

Those being served may benefit from improved monitoring of projects and responsiveness to barriers encountered while receiving services, as well as more nimble response to community needs and implementation of projects to meet those needs. Under UFA, projects can be scaled up or down if resources are not being efficiently used or if demand proves higher than expected in one area vs. another.

**Does UFA status give Lane County the ability to make decisions independently?**

Not necessarily. In applying for UFA status, the CoC must create policies and procedures that clearly outline what decisions may be made without oversight and what decisions must be approved by the CoC. The CoC may outline who makes these decisions and how approval occurs. This can be through the CoC Board, a designated committee, or other oversight body (ad-hoc group).

**Do we need to apply for UFA status? When do we need to decide?**

No, applying is not required. UFA status is an option available during the CoC Registration process each year. Each community must decide what is most appropriate for their needs – applying as a Collaborative Applicant or a UFA. This option is available each year and Lane County can apply if/when we are ready to do so.

The decision to apply must be approved by the co-applicants and the CoC Board before Lane County may move forward. If the CoC would like to move forward, the decision to do so should ideally be made prior to the CoC Registration being released so that Lane County may prepare to apply.