



Poverty and Homelessness Board Kick-off Meeting

August 27, 2014
8 a.m. to Noon
Health & Human Services Building, 2nd Floor, Room 258
151 W. 7th Avenue
Eugene, OR

AGENDA

Time	Topic	Notes
7:45 a.m.	Arrival and morning refreshments	Light morning refreshments available
8:00	Welcome and Introductions <ul style="list-style-type: none">• Today's agenda and outcomes• Self-introductions• Welcoming remarks: Commissioner, Pat Farr Mayor, Kitty Piercy Mayor, Christine Lundberg	<ul style="list-style-type: none">• <i>Self-introduce with your name, organizational affiliation, and your thoughts about what you'd like this board to accomplish.</i>
8:30	Overview of the Poverty and Homelessness Board	The origin of the PHB, how it was formed, its purpose, and legal responsibilities.
8:45	The Current State of Poverty and Homelessness in Lane County	<p>Brief presentation about the extent and nature of poverty and homelessness in Lane County.</p> <p><i>Discussion:</i></p> <ul style="list-style-type: none">• <i>What are the most pressing issues with poverty and homelessness that must be addressed?</i>• <i>What are your assumptions about the problems and solutions to the problems?</i>• <i>How do we view these issues in common? What are significant areas of difference?</i>
9:45	Guiding Principles for Our Work	<p><i>Discussion:</i></p> <ul style="list-style-type: none">• <i>What values, principles or ethics should guide the work of the PHB in our efforts to address poverty and homelessness in Lane County?</i>

BOARD POSITIONS

Poverty and Homelessness Board

Role:

The Poverty and Homelessness Board (PHB) meets both the requirements of the HUD Continuum of Care Board and the Community Action Agency. The PHB Governance Charter and organizational structure is required for all funds governed by the Continuum of Care title IV McKinney-Vento Homeless Assistance and the Continuum of Care Program Interim Rule. The PHB Governance Charter and organizational structure is also required for all funds governed by Community Action Agencies.

Responsibilities:

Promote community-wide commitment to the goal of ending homelessness and assisting low-income individuals to meet their basic needs and achieve self-sufficiency. Promote access to and effective use of mainstream programs. Plan systematically for and evaluate programs, including actions to develop information as to the problems and causes of homelessness and poverty in the community, to determine how much and how effectively assistance is being provided to deal with those problems and causes, and to establish priorities among projects, activities, and areas as needed for the best and most efficient use of resources.

Board Membership:

12 voting positions - A quorum for the purpose of doing business shall be a majority of the PHB membership which constitutes half plus one.

5 Ex officio members attend meetings and participate in the discussion representing these agency affiliations listed below.

Non-Voting / Ex Officio Board Positions			Board Member and Agency Affiliation
1.	Employment		Kristina Payne Lane Workforce Partnership (LWP)
2.	Housing Authority, Co -Applicant CoC grant		Jacob Fox Housing and Community Services Agency of Lane
3.	Housing, Co -Applicant CoC grant		Anne Williams St. Vincent de Paul
4.	Mainstream Resource Provider State Department of Human Services		John Radich Oregon Department of Human Services (DHS)
5.	Veterans		Cynthia Leming Veterans Affairs
Voting Board Positions – Elected Officials **		1-Year Term Expires	Board Member and Agency Affiliation
1.	Elected Official – City of Eugene	01/31/2015	Kitty Piercy Mayor, City of Eugene
2.	Elected Official – City of Springfield	01/31/2015	Christine Lundberg Mayor, City of Springfield
3.	Elected Official – Lane County	01/31/2015	Pat Farr Lane County Commissioner
4.	Elected Official – State Representative	01/31/2015	Val Hoyle Oregon House of Representatives District 14
Voting Board Positions **		3-Year Term Expire Dates	Board Member and Agency Affiliation
5.	Business	06/30/2017	Patrick Walsh Vox Public Relations Public Affairs
6.	Direct Services Provider	06/30/2016	Paul Solomon Sponsors
7.	Education	06/24/2015	Janet Beckman McKinney Vento Homeless School Liaison, Springfield
8.	Faith Based Organization	06/24/2016	Dan Bryant First Christian Church
9.	Homeless/ Formerly Homeless Consumer	06/24/2016	Hugh Massengill Community Member
10.	Law Enforcement	06/24/2017	Byron Trapp (<i>Nominee</i>) Lane County Sheriff's Department
11.	Mental Health	06/30/2017	Shawn Murphy Laurel Hill Centers
12.	Philanthropic	06/30/2015	Noreen Dunnells United Way of Lane County

** Elected representatives shall serve for a term of one year, which terms shall begin within thirty days after the beginning of the calendar year. Community and Citizen Members shall serve for terms of three years, except that, of the members first appointed, two (2) shall serve for a term of one year, three (3) shall serve for a term of two years, and three (3) shall serve for a term of three years.

Poverty and Homelessness Board Glossary

HUD Definitions

Affordable Housing : In general, housing for which the occupant(s) is/are paying no more than 30 percent of his or her income for gross housing costs, including utilities. Please note that some jurisdictions may define affordable housing based on other, locally determined criteria, and that this definition is intended solely as an approximate guideline or general rule of thumb.

Chronic homelessness: An individual or head of household who is "literally homeless" and has been for at least one year or at least four separate occasions in the last three years and who has a diagnosable disability.

Coordinated Entry: A process for assessing, prioritizing and managing homeless households in a system coordinated across providers in a community. In Lane County, the Coordinated Entry system is composed of points of entry for homeless households (Front Doors) providing referrals to the Central Wait List and is coordinated by Lane County Human Services. Housing programs across the Continuum of Care use the wait lists to enroll eligible households.

Emergency Shelter: Any facility, the primary purpose of which is to provide a temporary shelter for people who are homeless in general or for specific populations of the homeless and which does not require occupants to sign leases or occupancy agreements.

HMIS: Homeless Management Information System is the information system designated by the Continuum of Care to comply with the HMIS requirements prescribed by HUD. Lane County's HMIS is ServicePoint.

Homeless Families: Includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, any group of persons presenting for assistance together with or without children and irrespective of age, relationship, or whether or not a member of the household has a disability, who are experiencing homelessness. A child who is temporarily away from the home because of placement in foster care is considered a member of the family.

Housing First: An approach to quickly connect households experiencing homelessness to permanent housing without preconditions and barriers to entry such as sobriety, treatment, income or service participation.

Literally homeless: A household who lacks a fixed, regular and adequate nighttime residence. This includes sleeping in a place not meant for human habitation (car, park, campground), living in an emergency shelter or exiting an institution they resided in for less than 90 days and were residing in a shelter or place not meant for human habitation immediately before entering the institution.

Rapid Rehousing: Housing relocation and stabilization services and rent assistance, up to 24 months, necessary to help an individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

Transitional Housing: Housing that facilitates the movement of households experiencing homelessness to permanent housing within 24 months.

Homeless Youth

High-risk Youth: more likely to have dropped out of school, have unstable relationship with their families, struggle with mental health and substance abuse issues, and experience long stretches of homelessness.

Low-risk Youth: younger, maintain more stable relationships with their families and school, and experience the least amount of homelessness over time.

Runaway Youth: Youth who have left home without parental/caregiver permission and stay away for one or more nights. A runaway episode has been defined as being away from home overnight for youth under 14 (or older and mentally incompetent) and for two or more nights for youth 15 and older.

Transient Youth: less stable connections with school and housing. Move in and out of homelessness repeatedly, but still did not have prominent mental health or substance abuse problems and retained relationships with their families.

Unaccompanied Homeless Youth: includes a youth not in the physical custody of a parent or guardian. This would include youth living in runaway shelters, abandoned buildings, cars, on the streets, or in other inadequate housing and children and youth denied housing by their families (sometimes referred to as “throwaway” children and youth), and school-age unwed mothers, living in homes for unwed mothers, who have no other housing available.

Homeless Veterans

HUD VASH: The HUD-Veterans Affairs Supportive Housing (HUD-VASH) program combines Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA).

SSVF: Supportive Services for Veteran Families provides permanent housing to eligible Veteran families who, without assistance, would likely be homeless.

Homelessness Education definitions

Education of Homeless Children and Youth Program: Ensures that homeless children and youth are provided a free, appropriate public education, despite lack of a fixed place of residence or a supervising parent or guardian. The state public school admission statute assuring the right of homeless and other children and youth in similar circumstances to enroll in schools is ORS 399.115(7).

McKinney-Vento Act: The McKinney-Vento Homeless Education Assistance Act is a federal law that ensures immediate enrollment and educational stability for homeless children and youth. McKinney-Vento provides federal funding to states for the purpose of supporting district programs that serve homeless students.

McKinney-Vento Liaison: The liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed academically. All school districts are required to designate a local liaison for homeless youth and children.

School of Origin: The school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.

Poverty

Chronic Poverty: Poverty experienced by individuals and households for extended periods of time or throughout their entire lives. It is also called 'persistent poverty'. Chronic poverty must be distinguished from transitory poverty or being non-poor.

Generational Poverty: Defined as a family having been in poverty for at least two generations.

Persons in Family/Household	Federal Poverty Level Published 1/22/2014
1	11,670
2	15,730
3	19,790
4	23,850
5	27,910
6	31,970
7	36,030
8	40,090

Poverty Line: Represents the level of income or consumption necessary to meet a set of minimum requirements to feed oneself and one's family adequately and/or to meet other basic requirements such as clothing, housing and healthcare. Those with incomes or expenditure equal to or above the line are not poor. While what the minimum should be has an important subjective element, poverty lines are typically anchored to minimum nutritional requirements plus a modest allowance for non-food needs.

Relative Poverty: Poverty defined in relation to the social norms and standard of living in a particular society. It can therefore include the individual's ability to take part in activities that society values even if they are not necessary for survival. Relative poverty can also refer to the nature of the overall distribution of resources.

Hunger

Community Supported Agriculture (CSA): A community of individuals who pledge support to a farm so that they receive shares in the farm's produce throughout the growing season.

Food Bank: A nonprofit organization that distributes and/or stores food and related products that it solicits, collects and purchases from manufacturers, wholesalers, retailers and government agencies to community and emergency food programs.

Food Insecurity: The state of being without reliable access to a sufficient quantity of affordable nutritious food.

Food Pantry: An emergency food program that distributes food to individuals and families. Food pantries typically provide three- to five-day grocery packages for the preparation of nutritionally balanced meals, and are a key source of emergency food for the working poor and for people whose food stamp benefits run out before month's end.

Food Poverty: The lack of access to food due to factors including low income and benefits, lack of access to grocery stores or transportation, and lack of availability of healthy, affordable foods within local stores and bodegas.

Soup Kitchen: An emergency food program that serves prepared, nutritious meals to hungry individuals and families. Many soup kitchens also offer meals to the homebound.

Summer Food Service Program (SFSP): SFSP is an entitlement program that provides funding for centers that provide free breakfasts and lunches to children 18 or younger during the summer months.

Other

Mainstream Benefits: Mainstream benefits fall into three broad categories: income supports, health care, and work supports. Including: Supplemental Security Income (SSI), Social Security Disability Insurance (SSDI), Medicaid (Oregon Health Plan), VA Health and Pension Benefits, Temporary Assistance for Needy Families (TANF), and Supplemental Nutrition Assistance Programs (SNAP, formerly known as Food Stamps).

Links

<https://www.hudexchange.info/>

<http://www.endhomelessness.org/>

<http://www.communityactionpartnership.com/>



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Poverty and Homelessness Board

Governance Charter

Eugene/ Springfield / Lane County, Oregon

December 16, 2013

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Appendix:

HMIS Policy & Procedures Manual

Written Standards for the Coordinated Entry System

CoC Policy and Procedures Manual: Written Standards

**Poverty and Homelessness Board
Governance Charter
Eugene/ Springfield / Lane County, Oregon
December 16, 2013**

Acronyms:

- Annual Homeless Assessment Report (AHAR)
- Continuum of Care (CoC)
- Emergency Solutions Grant (ESG)
- Homeless Management Information System (HMIS)
- Housing Inventory Chart (HIC)
- Human Services Commission (HSC)
- Human Services Division (HSD)
- Point in Time Count (PIT)
- Poverty and Homelessness Board (PHB)

POVERTY and HOMELESSNESS BOARD PURPOSE

The Poverty and Homelessness Board (PHB) meets both the requirements of the HUD Continuum of Care Board and the Community Action Agency. The PHB Governance Charter and organizational structure is required for all funds governed by the Continuum of Care title IV McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 and the Continuum of Care Program Interim Rule. The PHB Governance Charter and organizational structure is also required for all funds governed by Community Action Agencies, Chapter 319yy, Section 17b-885 and Sec. 17b-887.

Through a public process and Continuum of Care member participation, it was determined that Lane County be designated as the Continuum of Care (CoC) to serve as the Collaborative Applicant to operate the Continuum of Care. Lane County was also designated an Administrator of the Homeless Management Information System (HMIS) to review and approve privacy, security, and data quality plans, policies and procedures, and performance measures for the Human Services Management Information System (HMIS).

HMIS ServicePoint's enhances Service Provider collaboration, service delivery and data collection capabilities. The mission of ServicePoint HMIS Project is to be an integrated network of homeless, prevention and other service providers that use a central database to collect, track and report uniform information on client needs and services. The HMIS lead agency ensures that it administers HMIS in compliance with HUD requirements

HMIS documents the demographics of homelessness, at-risk of homelessness and poverty in Lane County according to the HUD HMIS Standards. It is then the goal of the project to identify patterns in the utilization of assistance, and document the effectiveness of the services for the client. This will be accomplished through analysis of data that is gathered from the actual experiences of persons who are homeless or at-risk of homelessness and the service providers who assist them in shelters, homeless assistance programs, prevention programs, and basic needs services throughout the County.

See Appendix for HMIS Policies and Procedures Manual

The PHB shall serve the geographic area of the **Eugene/Springfield/Lane County, Oregon** to:

- Promote community-wide commitment to the goal of ending homelessness and assisting low-income individuals to meet their basic needs and achieve self-sufficiency.
- Promote access to and effective use of mainstream programs.
- Plan systematically for and evaluate programs, including actions to develop information as to the problems and causes of homelessness and poverty in the community, to determine how much and how effectively assistance is being provided to deal with those problems and causes, and to establish priorities among projects, activities, and areas as needed for the best and most efficient use of resources.

I. PHB BOARD ROLES AND RESPONSIBILITIES

- A. Designate Lane County as Continuum of Care Collaborative Applicant to prepare and oversee the development and submission of an annual application for CoC program funds and to operate the CoC.
- B. Conduct year-round Continuum of Care planning of homeless and homeless prevention housing and services in conjunction with Emergency Solutions Grant (ESG) recipients in the geographic area.
- C. Adopt and follow a written process to select a board to act on behalf of the Continuum of Care. The process must be reviewed, updated, and approved by the PHB at least once every 5 years;
- D. Annually update a governance charter which will include all procedures and policies.
- E. Establish performance targets appropriate for projects funded under the ESG and CoC grant programs and other anti-poverty programs serving low incomes persons. Monitor subrecipient performance, evaluate outcomes, and take action against poor performers.
- F. Establish and operate a coordinated entry system that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services.
- G. Assure the coordination and implementation of a housing and service system for homeless and low income citizens that promote self-sufficiency.
- H. Designate Lane County as the administrator for the Homeless Management Information System (HMIS). Review and approve privacy, security, and data quality plans, policies and procedures, and performance measures for HMIS
- I. Participate in a Point-in-Time Count of homeless persons that is conducted at least biannually.
- J. Review an annual gaps analysis that is conducted of both homeless and low income citizens' needs and services.
- K. Develop program and financial priorities for the distribution of public funds.
- L. Assure a collaborative, fair, and transparent process for developing priorities for projects to be submitted in grant applications to funders.
- M. Review the efficiency and effectiveness of funding expenditures for funded activities.
- N. Monitor implementation of the CoC and ongoing alignment with vision, goals and strategies.
- O. Delegate activities and oversee committees, work groups and task forces as appropriate.

II. PHB MEMBERSHIP

A. Board Composition

The PHB shall include community representatives within the geographic area who are:

1. Appointed representatives from local government entities:
 - a. The following four (4) members from local governmental entities shall be elected officials or their designees, one each, designated by Lane County and the Cities of Eugene and Springfield and a rural Lane County elected official. Appointments are encouraged to include elected officials or designees must be serving on the regional policy boards for human services, housing and employment.

- i) City of Eugene
 - ii) City of Springfield
 - iii) Lane County
 - iv) Rural Lane County
- b. The following four (4) members shall be representatives of community interest and may include representation from such groups as:
 - i) Law enforcement
 - ii) Philanthropic sector
 - iii) Faith-based organizations
 - iv) Education (public schools, colleges or university)
 - v) Business
 - vi) Local hospitals
 - vii) Other community interests to be determined upon need
- c. The following four (4) members shall be representatives of low income community representatives who are:
 - i) Homeless or formerly homeless individual.
 - ii) A subrecipient agency of the Emergency Solutions Grants program (ESG).
 - iii) The remaining two representatives may include representation from such groups as:
 - non-profit supportive housing provider
 - non-profit affordable housing developer
 - social service representative
 - victim service provider
- 2. In addition to the Board members, five (5) Ex officio participants would be invited to attend meetings and participate in the discussion representing these governmental departments, as follows:
 - a. The director of the Oregon Department of Health and Human Services or the director's designee.
 - b. The director of the Housing and Community Services Agency of Lane County or the director's designee.
 - c. The director of the Workforce Partnership or the director's designee.
 - d. The director of the U.S. Department of Veterans Affairs, Behavioral Health Recovery & Reintegration or the director's designee.
 - e. The director of the St. Vincent de Paul or their designee.

B. PHB Selection/Election

1. The PHB will be comprised of 12 voting members. Other than those members that are appointed by the governmental entities *as set forth in Section II.A.1 above, there will be an annual call for nominations from the public to fill any vacancies* then existing on the board. The Lane County Board of Commissioners will approve new members to fill such vacancies by majority vote. Vacancies may be filled immediately or through the annual nominating process.
2. For good cause, such as missing two consecutive regular PHB meetings without notice or explanation, a letter will be sent to the member requesting clarification of membership status. The PHB may recommend to the Board of Commissioners that the member's position be declared vacant and a replacement be selected. Such appointments shall be for the duration of the unexpired term.
3. In the event that a member is unable to complete his/her term on the PHB, the Board shall be notified as soon as possible for appropriate consideration and action. The newly appointed member shall serve the remainder of the original term.
4. The first PHB board will be developed through the following process:

- The Human Services Commission Board will create a nominations committee from its membership.
- PHB applications that have been submitted for membership will be reviewed. Selected applicants will be interviewed. The interviews will result in recommendations for PHB membership.
- This Nominations Committee will present a list of recommended applicants for the 12 voting member slots and the 5 ex-officio members to the HSC board.
- The HSC Board will be asked to approve the Nominating Committees recommendations.
- The HSC approved roster will be part of a board order for the Lane County Commissioners' approval.

C. PHB Conflict of Interest

1. No PHB voting board member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents (per the CoC Rule, 24 CFR 578.95).
2. In accordance with ORS Chapter 244, no PHB or subcommittee member shall participate in a decision in which he or she has a private pecuniary interest. Affected members shall disqualify themselves from participation by written notification to the PHB as mandated by ORS 244.120.

D. PHB Board Terms

Elected representatives shall serve for a term of one year, which terms shall begin within thirty days after the beginning of the calendar year. Community and Citizen Members shall serve for terms of three years, except that, of the members first appointed, two (2) shall serve for a term of one year, three (3) shall serve for a term of two years, and three (3) shall serve for a term of three years.

E. PHB Board Leadership

1. A Chair and Vice Chair will be elected by the PHB. The term of office shall be one year or until a successor has been elected. In the case of a vacancy occurring in the office of chairperson or vice chairperson, the PHB shall fill the position by election at its regular meeting.
2. It shall be the duty of the chairperson to preside at all meetings of the PHB; to enforce observation of the Charter; to decide all questions of order; to offer for consideration all motions regularly made; to apportion duties of the members of the PHB; to call all special meetings; to appoint all necessary subcommittees; the chair is entitled to vote on all issues.
3. In the absence of the chairperson, the vice-chairperson shall assume the duties of the office of the chairperson.

III. BROADER CoC MEMBERSHIP

Beyond the PHB membership, the Continuum of Care Interim Rule requires a description of the CoC membership beyond the board. This area highlights the broader CoC membership. These stakeholders bring their expertise with homeless subpopulations and systems are a resource to inform and/or participate in PHB activities and committees. The CoC will issue a public invitation for new members within the CoC's geographic area will occur at least annually.

The broader CoC membership consists of relevant representatives from the geographic area of Eugene/Springfield and Lane County, Oregon to carry out the responsibilities set forth by the CoC Program Interim Rule. The CoC actively seeks out participation from a variety of groups for both the PHB's workgroups and committees. The following are examples of organizations and individuals to be to comprise the broader CoC membership to include: mental health and substance abuse providers, hospitals, health care, universities, affordable housing developers, law enforcement, homeless and formerly homeless persons, veterans, nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, and social service providers.

IV. PHB MONTHLY MEETINGS

The PHB shall:

- A. Conduct at least two public meetings per year; a majority of the PHB membership shall constitute a quorum for the transaction of business.
- B. Provide prior reasonable notice of PHB meetings and such notices shall be published on the Lane County website. Each meeting shall have on its agenda the opportunity for members of the public to provide input and comment.
- C. Review and approve the minutes and consider recommendations from such committees established as provided in Section II.E. above, including such meetings as may be necessary to conduct the business of CoC Operations, CoC Planning and HMIS Governance.
 - 1. The PHB shall hold regular monthly meetings or as needed (with a minimum of two meetings per year). These will, to the degree possible, be the same time, day, and place. The PHB may meet more frequently during the budget process.
 - 2. Special meetings of the PHB may be called by the chair, or in the absence of the chair, the vice-chair, or a majority of the PHB.
 - 3. All meetings of the PHB shall comply with the Public Meeting Law as set forth in ORS 192.610 through 192.710. The PHB is responsible for compliance with the law, including but not limited to the requirements of notice and written minutes of meetings.
 - 4. A quorum for the purpose of doing business shall be a majority of the PHB membership which constitutes half plus one.
 - 5. All meetings shall be conducted in accordance with Robert's Rules of Order.
 - 6. Each member of the PHB shall be entitled to one vote on all issues at meetings at which the member is present, except as provided in section II.C.1 and II.C.2 (Conflict of Interest), and no proxy votes shall be allowed. All actions of the PHB shall require the affirmative vote of half plus one of the designated number of members, regardless of any vacancies.

G. PHB Committees

The PHB shall create committees as necessary to accomplish its purpose, roles and responsibilities. The PHB Chairperson may serve as an ex officio member of all committees. At least one Board Member shall serve on each standing committee. Committee meetings shall be scheduled by the Committee Chairperson. The responsibilities of Committee 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.

- 1. The PHB shall have the power to create subcommittees, both permanent functional and ad-hoc, in numbers and with responsibilities believed by the committee to be necessary.
- 2. Each permanent committee will consist of at least three members of the PHB.
- 3. The PHB chairperson shall appoint and charge a PHB member to be the Chairperson for each subcommittee.

V. PHB REPORTS

The PHB shall approve the following reports and documents prior to releasing such reports and documents to the community:

- A. CoC Program Grant Project Priority List

- B. Annual Report on homeless services needs and gaps
- C. Annual Point In Time Count (PIT)
- D. Annual Housing Inventory Chart (HIC)
- E. Annual Homeless Assessment Report (AHAR)
- F. Homeless Coordinated Entry System

COORDINATED ENTRY

The PHB will approve reports re: the Homeless Coordinated Entry System. Under the CoC Program interim rule, each CoC must establish and operate a coordinated assessment system. Coordinated Entry ensures that homeless persons are matched with the right intervention, among all of the interventions available in the CoC, as quickly as possible. It standardizes the access and assessment process for all clients and coordinates referrals across all providers in the CoC. When providers intake and assess clients using the same process, and when referrals are conducted with an understanding of all programs, including their offered services and bed availability, participants can be served with the most appropriate intervention and not with a "first come, first served" approach.

See Appendix for Written Standards for Coordinated Entry System

VI. EMERGENCY SOLUTIONS GRANT (ESG) MONITORING

Background

We are currently using ESG funds to provide emergency shelter, homeless prevention, and rapid re-housing to individuals and families. We currently fund two emergency shelter providers and two homeless prevention and rapid rehousing providers. We also use ESG funds to support our HMIS data collection system to have a clearer picture of demographics and outcomes measured. We use ESG funds in conjunction with Continuum of Care funds to create a more comprehensive continuum of housing and supportive services for individuals and families who are homeless or at risk of homelessness.

ESG Monitoring

Lane County follows the guidance of Oregon Housing and Community Services, as the ESG funder for the State of Oregon re: funding policies and procedures and the operation and administration of HMIS for ESG funded projects.

Lane County monitors ESG programs (sub recipients) annually by reviewing participant files for program eligibility, provision of appropriate services and use of funds and by requiring back up documentation to invoices to monitor that funds are being used in accordance with ESG standards. Sub recipient staff are also interviewed re: program specific areas, i.e. income guidelines, eligible activities, eligible costs, assessment of direct service provision and overall fiscal accountability. ESG monitoring also includes reviewing for adherence to ESG performance standards and the corresponding outcome measures that are included in sub recipient contracts. ESG providers must participate in HMIS. Performance based reports are run from this system to evaluate program outcomes. Outcome measures for ESG programs include: 80% of households remain housed upon exit from Homeless Prevention Program services; 28% of households have employment income upon exit from program services; 95% have accuracy rate on HMIS data.

VII. AMENDMENT TO CHARTER

This Governance Charter may be amended or repealed or new rules adopted by two-thirds vote of the members at any regular or special meeting called for that purpose at which a quorum is present and with the approval of the County Board of Commissioners. Written notice of such proposed amendment, and the nature of, shall have given to the membership at least 10 days prior to the date of the meeting at which the amendments are to be considered.

See Appendix:

- *HMIS Policy & Procedures Manual*
- *Written Standards for the Coordinated Entry System*
- *CoC Policy and Procedures Manual –Written Standards*



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Poverty & Homelessness Board Kick Off!

August 27, 2014

Introductions



- Your name and organizational affiliation
- A few thoughts about what you'd like this board to accomplish

(2)

Overview



- Overview
- Mission
- Purpose
- Governance
- Principles
- PHB structure and duties
- Trends (poverty and homeless data)

(3)

The Poverty and Homelessness Board is...



an action-oriented group of elected officials, community stakeholders, and individuals who represent low-income and homeless people's concerns.

(4)

PHB Mission



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.

{ 5 }

PHB's Purpose



- Prevent and end homelessness and reduce the causes and conditions of poverty through strategic planning.
- Assist the local governments with homeless and anti-poverty plans.
- Facilitate interagency and intergovernmental cooperation and assure private sector collaboration and participation.
- Support a collaborative and coordinated system to assist homeless and low-income persons.

{ 6 }

PHB's Purpose...cont'd



- Review the efficiency and effectiveness of funding expenditures for homeless and anti-poverty activities.
- Review policies and procedures, data and performance measures generated by the Homeless Management Information System (HMIS).
- Develop program and financial priorities for the distribution of public funds. Influence the distribution of private funds, as reflected in applications for funding to federal, state and local funders.

(7)

Governance



- Federal HEARTH Act of 2009 (Homeless Emergency Assistance and Rapid Transition to Housing) requires new homeless Continuum of Care Board
- Two boards combined: Continuum of Care Board with Community Action Advisory Board
- Poverty and Homeless Board acts as a single advisory group for Lane County's Continuum of Care
- Enhances coordination between county human services, housing, employment and training, health care and State of Oregon DHS

(8)

PHB Duties



- Develop a plan to promote reducing and preventing homelessness and the causes and conditions of poverty
- Make recommendations about funding priorities for supportive housing and human services
- Evaluate proposals for funding supportive housing and human services
- Provide guidance and recommendations for the Human Services Division program implementation
- Represent the diverse constituents that make up Lane County's Continuum of Care

[9]

Trends



[10]

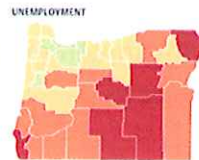
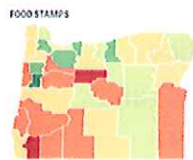
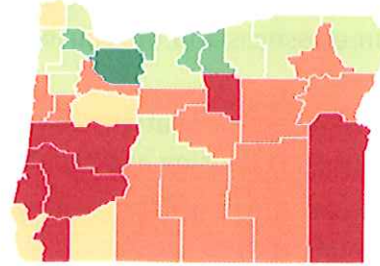
Lane County Poverty

BETTER STATE AVERAGE WORSE

POVERTY

Lane County (POP: 366,125)

Poverty	21.5%
Unemployment	7.5%
Food stamps	22.5%
Welfare	2.2%
Medicaid	23.1%

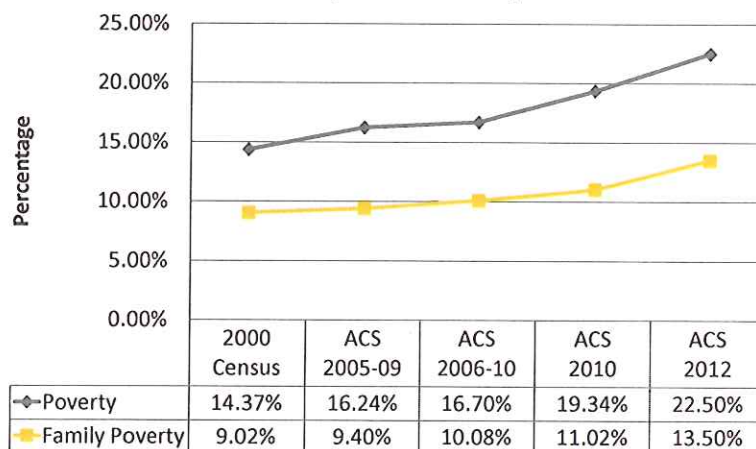


(11)

Poverty Trends



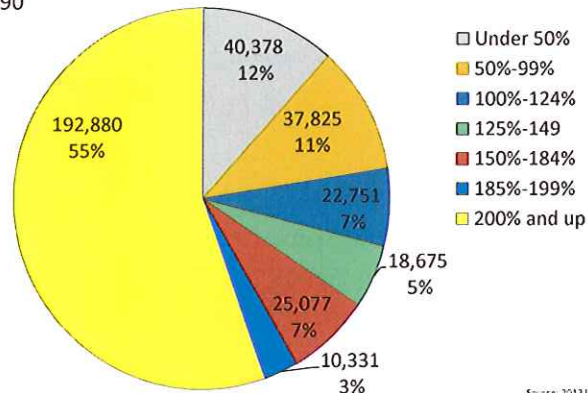
Poverty in Lane County



(12)

Poverty Level Lane County

- In Lane County 78,203 households have incomes below 100% of the Poverty Level (living in poverty)
- 100% of Poverty Level for a family of three is an annual income of \$19,790



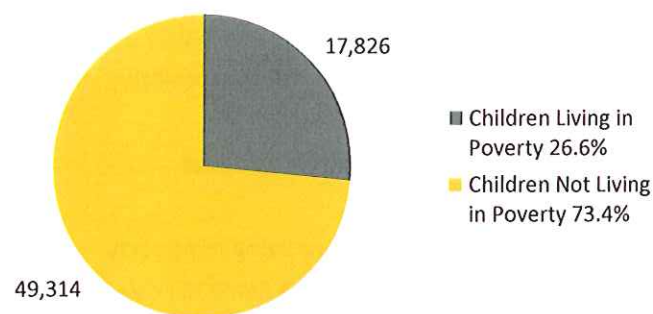
Source: 2012 U.S. Census Data

(13)

Children in Lane County

- Lane County's childhood poverty rate is higher than the state wide rate at 23% Source: OCPP analysis of American Community Survey data

Children Living in Poverty in Lane County



Source: 2012 U.S. Census Data

(14)

Poverty Lane County

- High Poverty Hotspots are geographic concentrations of low-income households with a poverty rate of 20% or higher
- 18% of Lane County's population live in the three Eugene-Springfield Hotspots.

Urban Hotspots

West Eugene



East Springfield



South West Springfield



Rural Hotspots

Oakridge



Mapleton



Source: 2012 U.S. Census Data

(15)

Lane County Employment

178,767 Employed Lane County Residents

- 13.7% are living in poverty
- 11.9% of employed males are living in poverty
- 15.5% of employed females are living in poverty
- 4.6% of full-time workers are living in poverty
- 53.1% of part-time workers are living in poverty

20,608 Unemployed Lane County Residents

- 44% are living in poverty
- 46.8% of unemployed males are living in poverty
- 41.9% of unemployed females are living in poverty

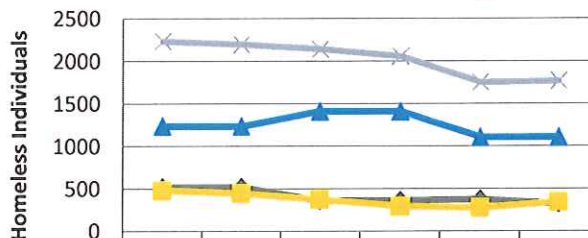
Source: 2012 U.S. Census Data

(16)

Trends: Homelessness



Homeless Point in Time Count



Sheltered Singles	517	518	360	358	372	321
Sheltered Families	482	446	374	293	277	344
Unsheltered Singles & Families	1233	1233	1406	1406	1102	1102
Total	2232	2197	2140	2057	1751	1767

Updated 2014/07/11

(17)

Homeless BED Inventory



All Year-Round Beds in July 2014

	Beds for Households with Children	Beds for Households of Adults only	Beds for Chronically Homeless Adults	Total
Emergency Shelter	87	346		433
Transitional Housing for Homeless	186	38		224
Permanent Supportive Housing (including VASH*)	126	257	85	468
TOTAL Beds	399	641	85	1,125

*213 VASH Beds are included in Permanent Supportive Housing Inventory. Veterans Affairs Supportive Housing Program (VASH) provides rental assistance vouchers targeted to homeless veterans.

Updated 2014/07/11

(18)

Homeless UNITS Inventory



All Year-Round Units in July 2014

	Units for Households with Children	Units for Households of Adults only	Units for Chronically Homeless Adults	Total
Emergency Shelter	29	345		374
Transitional Housing for Homeless	63	33		96
Permanent Supportive Housing (including VASH)	42	220	76	338
TOTAL Units	134	598	76	808

(19)

140 VASH UNITS are included in Permanent Supportive Housing Inventory

Updated 2014/07/11

Chronic Homelessness: A&D and Mental Health



Alcohol Abuse	90
Drug Abuse	88
Mental Health Problem	182
Unduplicated Count	238

During the 2013 One Night Homeless Count, 238 chronically homeless persons presented with A&D or mental health issues out of a total of 366 chronically homeless (sheltered and unsheltered). The 2014 count was comparable.

(20)

Discussion



What are the *most pressing* issues with homelessness and poverty that must be addressed?

[21]

Discussion



What are your *assumptions* about the problems and solutions to the problems?

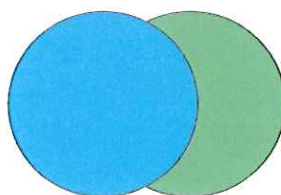
[22]

Discussion



What are areas where significant issues are viewed *differently*?

What are the areas where we share *common ground*?



(23)

Principles



Focused and Targeted

- Focus on priority populations who are the most vulnerable including the chronically poor and homeless, people with disabilities, children and youth, and veterans.

Measurable

- Strategies would be developed to make a meaningful impact on priority issues within a set timeline. These strategies would make visible, lasting change for our community.

Evidence Based

- The PHB will apply evidence-based best practices to achieve our goals. Research and evaluation will help ensure desired outcomes and build a process for continuous improvement.

(24)

Planning Our Work



Possible Priorities for Next Six Months

(25)

Possible Priorities



- #1 Create a strategic plan
- #2 Develop a list of state & federal legislative requests
- #3 Craft a Housing First proposal for chronically homeless
- #4 Coordinate with Promised Neighborhoods
- #5 Develop integrated strategies to move more people out of poverty
- #6 Coordinate veteran homelessness efforts
- #7 Create housing opportunities for youth in transition

(26)

The PHB Mechanics: Board Structure



Committees

- The PHB shall create committees as necessary to accomplish its purpose, roles and responsibilities.
- The PHB shall have the power to create permanent and ad-hoc committees
- Each permanent committee will consist of at least *one* member of the PHB.
- The PHB chair shall appoint and charge a PHB member to be the chair for each committee

Staffing

- Current Lane County Human Service Division staff will support the work of the PHB in cooperation with community development staff of the cities of Eugene and Springfield.

(27)

Steering Committee



Purpose and Authority

- Elected by the PHB to ensure effective management and organization. *Not authorized to act on behalf of the board.*

Membership

- Chair, vice-chair, treasurer

Term

- 12 months beginning September 1, 2014. All positions re-elected annually.

Selection

- PHB members may self-nominate or they may be nominated by other board members. Selection is by majority vote of the board.

(28)

Steering Committee



Chair

- In coordination with other committee members, is responsible for developing monthly PHB meeting agenda
- Coordinates with staff to provide resources for PHB
- Chairs and facilitates monthly PHB meetings

Vice-chair

- Ensures that PHB sub-committee chairs report progress updates to the board as appropriate
- Fills in for the chair in case of an absence

Treasurer

- Oversees PHB finances and budget
- Serves as point of coordination for grant funding

[29]

PROPOSED COMMITTEE STRUCTURE POVERTY AND HOMELESSNESS BOARD

Evaluation & RFP Review Committee Purpose <i>To advise on funding priorities, allocation of funds, alignment of resources and ensure transparent and qualitative analysis</i>	Facilities & Housing Portfolio Committee Purpose <i>To provide expertise on activities and funding in the area of supportive housing and real estate acquisition and development</i>	Membership and Nominations Committee Purpose <i>To identify, recruit and select future committee members</i>	Legislative & Policy Committee Purpose <i>To advise of legislative and policy recommendations to be adopted by local, state and federal government that further the work of the board</i>	Service Delivery Committee Purpose <i>To serve as experts on system-wide coordinated approach to services and to make recommendations on service delivery</i>	Strategic Planning Committee Purpose <i>To assist in the creation and alignment of strategic plans that guide the work of the board</i>
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PHB Meeting Logistics



- Monthly meetings: Third Thursday, Noon - 1:30 p.m.
- Steering Committee: Chairperson, Vice-chairperson , Treasurer
- Quorum: Majority of the PHB membership which constitutes half plus one.
- Meetings shall be conducted in accordance with Robert's Rules of Order.
- Each member of the PHB (except ex-officio members) shall be entitled to one vote on all issues at meetings. All actions of the PHB shall require the affirmative vote of half of the voting quorum plus one of the designated number of members, regardless of any vacancies.

[31]

Wrap-up



- Decisions and agreements
- Assignments
- Next meeting time and location

[32]

Questions



(33)

PROPOSED COMMITTEE STRUCTURE

POVERTY AND HOMELESSNESS BOARD

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