



Washington County
**HOUSING AND
SUPPORTIVE SERVICES
NETWORK**
(HSSN)

Established April 24, 2003

The mission of the HSSN is to provide a coordinated and comprehensive community planning process to implement a Continuum of Care for individuals and families who are homeless or with special needs and to prevent a return to homelessness.

WHY ARE WE HERE?

- ◆ To develop a strategic plan to assist homeless persons and end chronic homelessness through a Continuum of Care.
- ◆ To implement a collaborative and coordinated system to assist homeless persons and persons with special needs obtain housing and supportive services necessary to achieve self-sufficiency.
- ◆ To ensure funding resources are maintained and to leverage additional funds in support of our mission and goals.
- ◆ The services we provide are important!

HOW DO WE DO THIS?

- ◆ Define the special needs of the target population.
- ◆ Develop a network of organizations that meet regularly to provide a framework that is both dynamic and responsive to changing housing and service needs over time.
- ◆ Develop strategic homelessness prevention and service plans. Implement the strategies and programs identified in *A Road Home: 10-Year Plan To End Homelessness In Washington County* (2008 to 2018). <http://www.co.washington.or.us/Housing/10-year-plan-to-end-homelessness.cfm>
- ◆ Create and sustain sufficient capacity throughout the Continuum of Care system to facilitate movement of homeless persons toward permanent housing and independent living.
- ◆ Demonstrate results of strategic plans.

WHAT IS REQUIRED OF NETWORK ORGANIZATIONS?

The organizations participating in this Network have agreed to support the mission of the Housing and Supportive Services Network, to include:

- ◆ Participate in monthly HSSN, Workgroup, and Subcommittee meetings.
- ◆ Participate in planning efforts.
- ◆ Propose projects for funding.
- ◆ Provide needed services to maintain a Continuum of Care in Washington County.

HSSN MEETING SCHEDULE

Meetings are held the first Wednesday of each month from 8:30 a.m. to 10:00 a.m. in the 1st Floor Conference Room located at Beaverton City Hall. For more information, contact Annette Evans, Homeless Program Coordinator, at Annette_Evans@co.washington.or.us.

GOVERNING PROCESS

The Network is comprised of persons from private and public organizations and is governed by a Chair and Co-Chair representing both the private and public sector at the same time. The Network is a coordinated, inclusive, and outcome-oriented community process developed to address the components of a CoC system, designed to serve all homeless subpopulations in the community. The Network has a defined Workgroup and Subcommittees who work together in support of the HSSN Mission Statement.

- **Chair (Facilitator)**

The HSSN Chair facilitates the Washington County Continuum of Care process to include coordination of monthly HSSN agenda, in coordinate with HSSN Workgroup perform selection of the guest speakers and subcommittee chairs, arrange meeting room and catering, preside over the HSSN meeting, prepare and publish minutes and related documentation. The Chair will be required to attend Workgroup meetings.

- Elected by consensus vote at the June HSSN Meeting.
- Term: 2-Year Term (July 1-June 30), elected in even number years; e.g. 2012, 2014.
- **Annette Evans, Washington County Housing Services – Term expires 2012**

- **Co-Chair (Co-Facilitator)**

In the absence of the Chair, the Co-Chair will assume the duties of the Chair. The Co-Chair will be required to attend HSSN Workgroup meetings and provide report updates to the HSSN at regular meetings.

- Elected by consensus vote at the June HSSN Meeting.
- Term: 2-Year Term (July 1-June 30), elected in odd number years; e.g. 2013, 2015.
- **Judy Werner, Lutheran Community Services NW – Term expires 2013**

- **Discharge and Strategic Planning Workgroup**

The Workgroup is comprised of HSSN members from private and public organizations who meet regularly to perform discharge system analysis, CoC strategic planning, HMIS and HUD-funded program performance, and review McKinney-Vento Homeless Assistance grant application to HUD. The Workgroup role is advisory to the HSSN and all recommendations of the Workgroup will be presented for discussion and approval by the HSSN at a regular HSSN meeting. Attendance at all Workgroup meetings is highly recommended to be a Workgroup member.

- **Subcommittees**

Subcommittees, facilitated by nonprofit/private organization members, develop ideas, prepare strategy plans, propose projects and make recommendation for consideration by the entire Network. Joint Subcommittees may be formed or new Subcommittees added to assist the HSSN in meeting their mission and goals. Network members are encouraged to participate in HSSN Subcommittees.

Subcommittee Lead Contact

- **Children (Homeless Education Network):** Alice Beggs, Forest Grove School District & Chair, Homeless Education Network
- **Youth:** Vera Stoullil, Boys and Girls Aid
- **Homelessness:** Patrick Rodgers, Community Action

- **Permanent Housing:** Andrea Nelson, City of Beaverton CDBG/HOME
- **Veterans:** Gary Smith, U.S. Veterans Affairs
- **Mental Health and Special Needs:** Chance Wooley, County Mental Health
- **Seniors:** Julie Webber, Disability, Aging and Veteran Services (DAVS)
- **Income Support:** Ken Dodge, Worksource Oregon/PCC

CODE OF CONDUCT

The implementation of a Code of Conduct for the Network, inclusive of the Chair, Co-Chair, Workgroup and associated Subcommittees, is an essential element that supports the inclusive, collaborative, and objective goals of the Continuum of Care.

1. Meetings are open to all persons with an interest in supporting the HSSN Mission and Continuum of Care goals.
2. Members will provide information that is truthful and accurate.
3. Members will be respectful to others at all times.
4. Decision making process:
 - a. All decisions will be made by consensus of the Network at scheduled meetings.
 - b. For non-funding decisions, all members present will have an option to participate in the voting, e.g. – selection of chair, co-chair, or other general membership decisions.
 - c. For decisions involving funding, one vote per member organization (required attendance of at least 5 meetings in past 12 months) and one vote per community at-large member.
 - d. Members will withdraw/excuse themselves from participating in decision-making (voting) process concerning awards of grants or provisions of financial benefit to which such member or his/her organization could have a future financial interest or involvement.

HSSN ACTIVITIES

On an annual basis the following activities will occur:

- By end of August, planning activities for the Continuum of Care (CoC) shall commence and be completed by September month-end.
- By end of October, the HSSN shall develop a CoC calendar with key dates for activities associated with submission of the McKinney Vento Homeless Assistance grant application.
- In January, host Project Homeless Connect.
- By end of January, perform the Homeless Point-In-Time (PIT) Street and Shelter Count and prepare the annual CoC Housing Inventory and CoC Services Inventory data charts.
- By end of February, the HSSN will identify “gaps and priorities” for the CoC Plan.
- By end of March, renewal presentations for previously funded projects presented to the HSSN by project sponsor. Information to include Annual Progress Report data; e.g. - budget, # people served, project outcomes achieved, etc.
- By end of August, new McKinney Vento Supportive Housing Program (SHP) and Shelter Plus Care (SPC) project proposals presented to HSSN. The presentation will include a project description, how the project fits HUD funding guidelines, and project budget inclusive of HUD funding request.
- By end of August, project discussion and selection by the HSSN. Selection made by a majority vote of the HSSN.
- By September, complete McKinney-Vento Homeless Assistance CoC grant application. HSSN Workgroup review application prior to submittal to HUD.
- By application due date, approved project application shall be submitted to HUD.

McKINNEY-VENTO HOMELESS ASSISTANCE COC PROGRAM FUNDING

Within Title IV of the McKinney-Vento Act, programs that provide a range of services to homeless people include the Continuum of Care Programs (e.g. - Supportive Housing Program, Shelter Plus Care Program, Emergency Shelter Grant Program, Single Room Occupancy Program). <http://www.hud.gov/offices/cpd/homeless/>

Funding for CoC projects is awarded competitively through the US Department of Housing and Urban Development (HUD) CoC grant application process. Continuums submit one grant application containing all project funding requests within the HUD pro-rata funding allocation.

Supportive Housing Program (SHP)

The Supportive Housing Program (SHP) is a federal grant program authorized by the McKinney-Vento Homeless Assistance Act of 1987. It is designed, as part of the Continuum of Care strategy, to promote the development of housing and supportive services to assist homeless persons in the transition from streets and shelters to permanent housing and maximum self-sufficiency. The SHP will fund activities of acquisition/rehab/construction, supportive services and operations of Transitional and Permanent Supportive Housing beds. <http://www.hud.gov/offices/cpd/homeless/programs/shp/>

Shelter Plus Care Program (SPC)

Since 1992, HUD has awarded Shelter Plus Care (SPC) funds to governments and public housing agencies (PHAs) to serve a population that has been traditionally hard to reach – homeless persons with disabilities such as serious mental illness, chronic substance abuse, and/or AIDS and related diseases. SPC provides rental assistance that local grantees/project sponsors must match with an equal value of supportive services appropriate to the target population. <http://www.hud.gov/offices/cpd/homeless/programs/splusc/>

Single Room Occupancy Program (SRO)

The SRO Program provides rental assistance for homeless persons in connection with the moderate rehabilitation of SRO dwellings. SRO housing contains units for occupancy by one person. <http://www.hud.gov/offices/cpd/homeless/programs/sro/index.cfm>

Washington County receives ESG entitlement funds that are administered by the Washington County Office of Community Development. Funds support operations and services at four shelters (DVRC, Family Bridge, Good Neighbor Center, and Community Action Family Shelter), the HopeSpring Program and Open Door Counseling Center.

Emergency Shelter Grant, transition to Emergency Solutions Grant (ESG) under HEARTH

Under the HEARTH Act, the Emergency Shelter Grant program that provides homeless persons with basic shelter and essential supportive services, will transition to the Emergency Solutions Grant. It can assist with the operational costs of the shelter facility, and for the administration of the grant. ESG also provides short-term homeless prevention assistance to persons at imminent risk of losing their own housing due to eviction, foreclosure, or utility shutoffs.

ESG funds are available for the rehabilitation or remodeling of a building used as a new shelter, operations and maintenance of the facility, essential supportive services (i.e., case management, physical and mental health treatment, substance abuse counseling, childcare, etc.). <http://www.hud.gov/offices/cpd/homeless/programs/esg/>

GUEST SPEAKERS

In an effort to facilitate a broader understanding of services provided by organizations and to provide a forum for enhanced understanding of new programs, guest speakers will be scheduled at HSSN Meetings.

2011 Guest Speakers

- 1/2011 – Pat Rogers, 2011 Point In Time Homeless Count
- 2/2011 – Karin Kelly-Terregroza and Kim Marshall, results of Project Homeless Connect, and Kathy Andersen, Spay and Save program
- 3/2011 – Kristin Burke, AMHI program serving persons with mental illness, and HUD Project Sponsors report on annual program outcomes
- 4/2011 - Richard Stoller, The Salvation Army Veterans Program; and Alice Beggs, Homeless Education Network (HEN), Jonathan Zook, Oregon Department of Education
- 5/2011 - Mary Lind, Beaverton Dispute Resolution Center
- 6/2011 – Amy Guthrie, Essential Health Clinic; Linda Nilsen-Solares, Project Access NOW; Ann Barr, Pacific University Health Programs; and Gil Munoz, Virginia Garcia Memorial Health Center
- 7/2011 – No meeting.
- 8/2011 – Andree Tremoulet, Fair Housing Strategic Plan; Adolph Valfre, Housing Authority Closing Section 8 Wait List September 2011; and Della Rae, DonorsResource.org
- 9/2011 – David Pump, Sequoia Mental Health Clinic and Spruce Place Apartments; and Miho Shimbo, LifeWorks Supported Employment Program
- 10/2011 – HUD FY2011 McKinney-Vento Homeless Assistance Grant – Project Presentations
- 11/2011 – Kristina Smock, Coalition For A Livable Future “Opportunity Mapping”; HSSN Youth and HEN on National Runaway Prevention Month; and Linda Moholt, Tualatin Chamber of Commerce

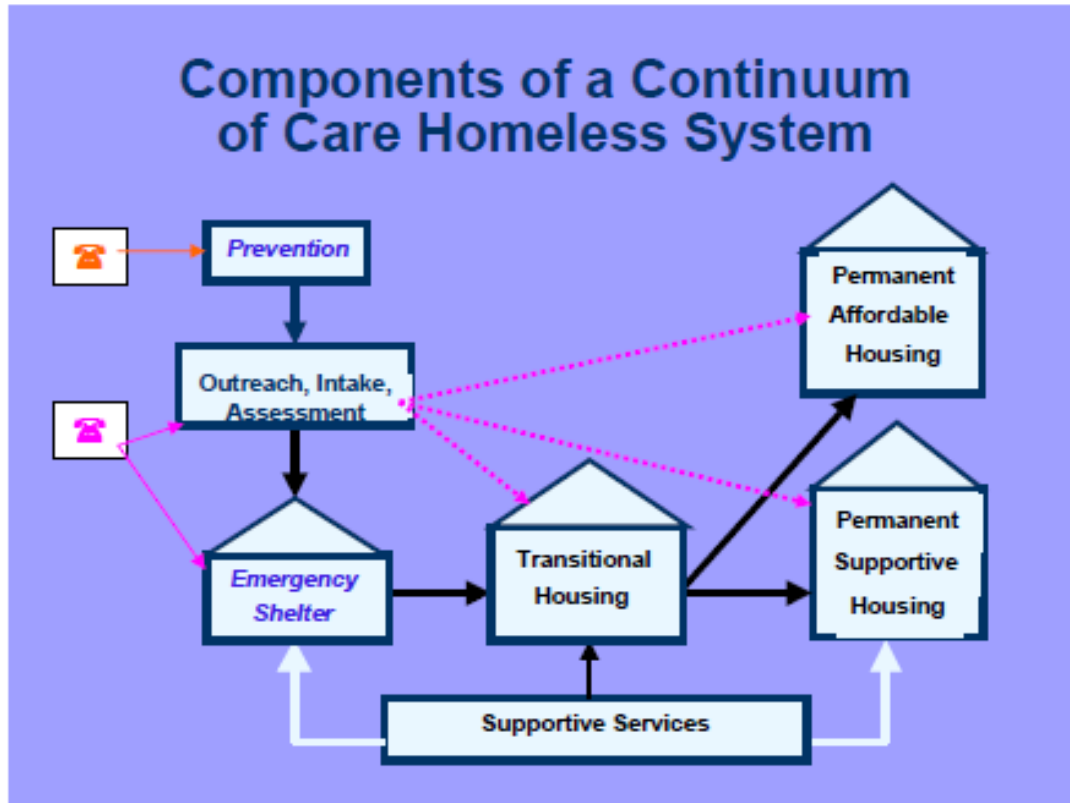
2010 Guest Speakers


- 1/2010 – Vince Chiotti, Oregon Housing and Community Services report on Consolidated Funding Cycle, and Pat Rogers, 2010 Point In Time Homeless Count
- 2/2010 – Philip Bransford, Washington County report on Public Safety Levy, and John Chism, U.S. Census Bureau “2010 – Be Counted” event
- 3/2010 – HUD Project Sponsors reported on annual program outcomes
- 4/2010 – Ken Dodge, Workforce Development Manager on Worksource Oregon Programs and Services
- 5/2010 – Jim Palmer, Washington County Disability, Aging and Veteran Services on Veteran Stand Down 2010
- 6/2010 – Julie Massa, AmericaSpeaks reported on National Town Hall event “Our Budget, Our Economy”
- 7/2010 – No meeting.
- 8/2010 – Adolph Valfre, Housing Authority Programs and Special Initiatives: HUD-VASH Program
- 9/2010 – Philip Bransford, Washington County Public Safety Levy, and John Chism, U.S. Census Bureau
- 10/2010 – Tammy Brooks, Oregon budget impact to OR-DHS programs; and Lydia Radke, Outreach and Referral to Safe Haven and Hillsboro Graduated Independent Living (HGILP) programs
- 11/2010 – Ellen Johnson, Legal Aid of Oregon on Washington County Eviction Report; Jennie Proctor and Pat Rogers on Year-1 outcomes of the HPRP Program; and Jennifer Masango, Salvation Army on Help For The Holiday Program
- 12/2010 – Melanie Fletcher, AHAR 2010 report review; Kim Marshall, 5th annual Project Homeless Connect event; and Jeremy Toevs, Mortgage Payment Assistance Program


CENTRALIZED INTAKE SYSTEM TO PREVENT AND END HOMELESSNESS

Washington County, Oregon

1



Washington County Universal Point of Referral system
for persons at risk of homelessness due to housing insecurity
is staffed through the
 PREVENTION LINE: 503-615-0770

Washington County's Universal Point of Referral system
for persons experiencing homelessness due to loss of housing and in
need of resources to address homelessness, hunger and other emergency needs
is staffed through the
 HOUSING RESOURCE LINE: 503-640-3263
Weekly Community Resource Orientation Session – Call for Details

Supportive Services may include:

- Case Management
- Child Care
- Education
- Employment & Training
- Healthcare
- HIV/AIDS Support
- Alcohol and Drug Treatment
- Mental Health Counseling
- Life Skills
- Transportation

¹ Adapted from the US Department of Housing and Urban Development Components of a CoC.