

Hi Sub-Committee Members! (**urgent need ask below**)

Staff has been working with leadership on the direction of the Shelter Siting Sub-Committee. We would like to start with a reset and a revamp of the sub-committee, as we have continued to run into issues about the public nature of this committee, and what content could be offered in a public setting as shelter sites move through the siting process. Below is where we have landed, with everything from a new name to a new meeting schedule.

Shelter Expansion Sub-Committee

- Primary Roles:
 - A pool of experts in Washington County that receive information and updates on the permanent shelter progress and overall sheltering plan for the county and provide feedback
 - Volunteers from the committee use the expertise and knowledge of the overall sheltering plan to meet the following needs:
 - Shelter Provider RFP review team participation
 - Design Team review participation
 - Community Engagement event participation
- Meeting Structure
 - Quarterly meetings, beginning Feb 2023
 - Updates of progress of each permanent shelter site provided at meeting, and an overview up the upcoming additional needs of each site
 - Assign members to the upcoming needs at each site
 - Additional meetings as needed for RFP's, shelter design team needs, and Community Engagement Events

Staff will provide a written shelter progress update at the end of November, and the committee will reconvene for a full meeting in February.

*****URGENT NEED ASK***** We do have an immediate ask, if any members of the committee have the capacity in November. The City of Hillsboro has hired an architect and will be starting the design process for the permanent shelter site on 17th Ave on Nov 10th at 9am. There will be two meetings a month, every other Thursday at 9am. The City of Beaverton is coming up quickly with the same process for their permanent site, starting their design team process in the month of December. The meeting times have not yet been set. If there are 2-4 total members of the committee that could commit to each city process and sit on those design teams, your expertise would be very valuable. Please reach out to [@Jessi Adams](#) if you are interested, and she can coordinate with the cities to send out the correct invites.

Thank you all so much for your patience and flexibility as we worked this through.

Jessi & Ty