



# **H**OUSING **A**DVISORY **C**OMMITTEE



**Thursday, September 27, 2012  
9:00 a.m.**

**Housing Authority of  
Washington County  
Department of Housing Services  
111 NE Lincoln Street, Suite 200-L  
Hillsboro, Oregon 97124**



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Next Meeting:

HAC Retreat: Friday, October 19, 2012

2012 Meeting Schedule
September 27
NEW DATE October 19 – Retreat
November 15
Friday, December 14 - Luncheon



**HOUSING ADVISORY COMMITTEE**  
Department of Housing Services  
September 27, 2012 at 9:00 A.M.

**AGENDA**

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
  - A. August 23, 2012 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
  - A. Financial Statement: Year-to-Date Income Statements
  - B. Section 8 and Low Rent Public Housing
  - C. Affordable Housing
  - D. Special Projects
  - E. Report on Homelessness
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



**MINUTES**  
**HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY**  
**August 23, 2012, 9:00am**

Washington County Department of Housing Services – Juvenile Services Building  
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124 – Housing Conference Room

**COMMITTEE MEMBERS PRESENT**

Peter Hainley                      Ron Lehr  
LaShanda Williams              Laurie Butler  
David Nase                        Renee Bruce  
Ramsay Weit

**STAFF PRESENT**

Val Valfre, Executive Director  
Michael O'Neill, Financial Manager  
Kim Armstrong, Program Coordinator

**COMMITTEE MEMBERS ABSENT**

Donna Pottle                      Tricia Peterson

**GUESTS PRESENT**

Renee Bruce called the meeting to order at 9:02 a.m.

**I. ROLL CALL** - A quorum was present.

**II. ACTION - APPROVAL OF MINUTES**

Motion: Approve the minutes from July 26, 2012— Ron Lehr

Second: Laurie Butler

Vote: All approve

**III. DISCUSSION - ORAL COMMUNICATIONS**

- Ramsay Weit reported that the Community Housing Fund contributions from Beaverton, Hillsboro, and Washington County have been approved. He is also working on a potential project to include affordable housing over the new Cornelius library.
- The new housing project on 4<sup>th</sup> and Main in Hillsboro is a market-rate development.
- David Nase commented that rents are slowly increasing, and purchase prices appear to be rising as well.
- Laurie Butler noted that judicial foreclosures are slowly starting to come on the market. There is no reliable way of tracking the number of these transactions that are pending—it can take up to 18 months for the foreclosure process to complete. New construction is increasing as well.
- LaShanda Williams commented that there is more market competition compared to last year. Investors are competing with private buyers for many homes.
- Ron Lehr suggested that there may be more inventory available as the market picks up and more owners decide to sell. He reported that the Housing Authority of



Clackamas County project will go the HACC Board in September. This is a large refinance and rehabilitation project.

- The annual Housing Land Advocates conference is scheduled for September 14, 2012.

#### IV. EXECUTIVE DIRECTOR'S REPORT

There are some concerns about possible impacts of FY13 Federal budget cuts that could be implemented during sequestration. HAWC has limited ability to respond to major Federal shortfalls, and some of the strategies used this year—such as deferring the bond reserve payment—will not be options in the coming year.

- Grant Awards

The Health and Human Services Substance Abuse & Mental Health Services Administration (SAMHSA) grant project (\$1.5 million, 3 years) and the Department of Labor Workforce Innovation Fund grant project, called Housing Works (\$5.5 million, 5 years) are moving forward. Both Housing Works and SAMHSA project operations are to begin participant outreach on/about October 1<sup>st</sup>.

Annette Evans will return to work shortly, which will greatly assist our efforts on these projects.

- Farm Worker Housing Tax Credit (FWHTC)

Peter Hainley provided information sheets on the Farm Worker Housing Tax Credit. Materials are also available on the Oregon Opportunity Network's website under advocacy (<http://oregonon.org/policy-advocacy/aghousing>) and on Oregon Housing and Community Services' website ([http://www.oregon.gov/OHCS/HRS\\_Farmworker\\_Housing\\_TC.shtml](http://www.oregon.gov/OHCS/HRS_Farmworker_Housing_TC.shtml)).

The Washington County Board of Commissioners provided a statement of support in favor of this tax credit.

- Tri-County Medicaid Collaborative – Supportive Housing Workgroup

Val Valfre and Ramsey Weit are part of a supportive housing work group working on a Supported Housing and Supported Services Needs Assessment for the tri-county area to further explore the connections between housing and health.

- Housing Alliance Initiative – Veterans Workgroup

No updates were provided in the meeting.

- HAC Retreat

No updates were provided in the meeting.

The Homeless Cost Study is continuing to progress. There have been some challenges in identifying subjects and developing consent forms.

The juvenile assault issue at Quantama Crossing remains under investigation. The Hillsboro police have been very responsive.



Val Valfre met with NOAH (Network for Affordable Housing) and Proud Ground to discuss Washington County housing projects and possible opportunities for partnership.

## V. STAFF REPORTS

### A. Financial Statement

Michael O'Neill presented financials.

The Housing Authority of Washington County came in under budget for the year, largely due to reductions in Federal HUD funding. The overall shortfall was reduced as a result of a refund of \$197,000 in PERS payments. These funds were incorrectly assessed against HUD programs by the County in prior years. The refund was distributed between Section 8, Public Housing, and the Local Fund.

The committee discussed the possibility of reformatting the financial report and including a revised financial summary or dashboard report, possibly incorporated in the Executive Director's Report. The group also discussed the possibility of having a quarterly meeting focused on finances, or a quarterly finance meeting prior to the HAC meeting.

The committee suggested that this may help highlight the external State and Federal funding issues and catalyze local and State elected officials to advocate for higher funding levels.

### B. Section 8 and Low Rent Public Housing

- Average vacancy days per unit are 26.25. FY2012-2013 reporting started on July 1. Twenty days and under is rated as outstanding. There were a high number of turnovers in July, but we anticipate turnovers to return to normal levels.
- Occupancy rates remain very high in public housing and for Section 8 vouchers. About 32 people came in for a Section 8 briefing this week.
- The Public Housing and Section 8 Unified Waitlist have been closed to new applications as of September 1, 2011. The waitlist is currently about 5,300.
- Work order effectiveness is very high. Work order goals have been revised to reflect reduced staff levels. The goal for emergency work orders has gone from 3 hours to 5 hours, and routine work orders have gone from 3 days to 7 days. Maintenance staff has discretion to upgrade 'routine' work orders that are realistically urgent but not necessarily emergency health or safety issues (e.g. clogged toilet in a two-bathroom home).
- There are 72 FSS participants, with a total of \$158,265 in escrow accounts (~\$3,300 average).
- High school graduates have been working with Housing Maintenance and administrative staff through a DOL internship program.



C. Affordable Housing

- Occupancy rates remain high in affordable housing. Occupancy rates vary by property, with some developments maintaining higher occupancy due to location and the building's age and amenities.

D. Special Projects

- Project-Based Vouchers

The additional 50 project-based vouchers authorized in the FY2012 PHA plan were allocated to Category II (30% or less MFI). Due to staffing constraints, a RFP for these vouchers is on hold.

The remaining 90 Category I (chronically homeless) vouchers are allocated to the Luke-Dorf, Inc SAMHSA grant project. This will be a challenging project, but will provide needed housing for a vulnerable and hard-to-house population. Five persons should be housed through this project by October, with an additional 15 to be housed later in the year.

Contracts to project-base 7 vouchers at the Colonies and Bonita Villa for Bridges To Housing are underway.

Remaining available project-based vouchers and project-based vouchers that have been awarded but are not yet leased are utilized as tenant-based vouchers—the Housing Authority does not hold voucher slots vacant prior to project-basing. Vouchers are project-based as units become available and residents leave the Section 8 tenant-based voucher program.

E. Report on Homelessness

- Cost Study on Homelessness

The cost study is moving forward, but the report may be delayed until late November or December.

More information on homeless programs will be available after Annette Evans returns from leave.

**VI. OLD BUSINESS**

- Tax Exemptions for Affordable Housing

A meeting will take place shortly with Beaverton staff to discuss presenting information on tax exemption and other programs to the City Council in December (exact date TBD).



- Aloha-Reedville Study and Livable Community Plan

The framework for the community workshop on October 13 is being developed. This workshop will involve interactive small group activities to create solutions packages for the study area.

The current Existing Conditions report and all appendices are available on the project website at

<http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/document-and-maps.cfm>.

- Workforce Systems, Inc.

HAWC continues to work with WorkSystems, Inc. and the other regional housing authorities to clarify details and begin this project. This project will assist 50 clients from Section 8 and/or Public Housing to increase their earned income. A case manager will be hired to work with clients participating in this program.

Peter Hainley suggested that program participants may be able to utilize the IDA program.

- Mixed-Income Housing Work Group

The mixed-income housing work met on August 16 from 3-4:30pm in Beaverton City. The next meeting is scheduled for September 20. Work group members will be asked to come to the next meeting with draft recommendations for discussion.

- City of Tigard Goal 10 Review

The next meeting for the Technical Advisory Committee is scheduled for September 27. Ramsay Weit and Kim Armstrong are serving on this TAC, as well as Steve Kelley from Washington County Land Use and Transportation.

- Extended BOC Work Session: Affordable Housing

Content for this discussion is still being developed. The BOC Worksession is tentatively scheduled for October 9.

- HAC Retreat

The HAC retreat has been scheduled for Friday, October 19 at Jenkins Estate. A draft agenda was provided to the group.

Sam Chase from Metro and Don Mazziotti from the City of Beaverton will speak at the retreat.

The committee discussed possible presentations and activities for the afternoon. The committee suggested asking Habitat to present over lunch. After some conversation, the group determined that they would be interested in hearing resident perspectives on Housing Authority assistance and self-sufficiency programs, possibly followed by a visit to a nearby project. Peter Hainley, Renee Bruce, and LaShanda Williams will work together to develop a presentation for the afternoon.



Ramsay Weit encouraged inviting Tigard to attend the retreat as well.

Peter Hainley suggested that a meeting be organized at some point in the near future to bring together Washington County housing providers to coordinate advocacy efforts.

## VII. NEW BUSINESS

## VIII. RESOLUTIONS/ACTION ITEMS

- October HAC meeting

The HAC meeting scheduled for October 25 was cancelled. The HAC Retreat on October 19 will include any necessary business updates for the month.

## IX. ADJOURNMENT

Meeting adjourned at 10:48a.m.

Adolph "Val" Valfre, Jr.  
Secretary/ Executive Director



#### IV. EXECUTIVE DIRECTOR'S REPORT

September is a month of beginnings and endings – as children return to school, summer vacations are reluctantly ended, and the autumnal equinox foretells radiant and fleeting colors and an increasing crispness in the air. It is also a signal to us that ongoing projects and grants will pick up momentum and need renewed attention to detail and collaboration.

It continues to be a tough market for renters and homeowners. Vacancy rates are very low (1-2%), leading to upward pressure on rental rates. Vacancy rates are expected to remain high for at least the next year. Foreclosure rates have dropped 50% since the foreclosure mediation program was introduced in July. Washington County had the second highest foreclosure rate in Oregon in August, with 152 foreclosure filings (1 in every 1398). This compares with Multnomah County (269 units/1 in every 1208), Clackamas County (96 units/1 in every 1635), and Oregon-wide (11,430 units/1 in every 1939).

The Housing Authority is performing its mission in a relatively dynamic and challenging environment. Operationally, our public housing and Section 8 program occupancy and work order responsiveness is excellent. Vacancy dates and unit turnaround in public housing is returning to HUD “A” standards despite staff reductions. Financially, our total program is generally on budget, despite major HUD funding shortfalls. If HUD restores funding to traditional levels, we will show gains in our reserves. However, there are great uncertainties regarding 2013 federal funding actions due to “sequestration” and the so-called “financial cliff” to address the federal deficit. It is still too early to speculate, but major funding reductions would have negative implications for the Housing Authority.

Staff is doing an excellent job maintaining core programs while also expanding our collaboration with the community through an array of essential Homeless Programs and the Aloha-Reedville Study and Livable Community Plan. We are continuing to move ahead with two multi-agency grants (SAMHSA & DOL) mentioned below. We are also participating on a Housing Workgroup with Health Share, recognizing that housing is a critical aspect of the Governor’s Healthy Families goals. The Housing Authority is also using social media to reach out clients, and recently launched a Facebook page to assist FSS (Family Self-Sufficiency) families keep track of job and training opportunities.

Grants: Health and Human Services Substance Abuse & Mental Health Services Administration (SAMHSA) grant project (\$1.5 million, 3 years) and the Department of Labor Workforce Innovation Fund grant project, called Housing Works (\$5.5 million, 5 years). Staff met with Luke-Dorf, Inc. and WorkSystems, Inc., to begin coordination of these grant projects and initiate collaborative work on operations, contracts, budgets and timelines. Both Housing Works and SAMHSA project operations are to begin participant outreach on/about October 1<sup>st</sup>.

Health Share of Oregon (formerly Tri-County Medicaid Collaborative): The Supportive Housing workgroup of the Health Share of Oregon has begun work on a Supported Housing and Supported Services Needs Assessment for the tri-county area to further



explore the connections between housing and health. Val Valfre and Ramsay Weit are also members of this workgroup.

Housing Alliance: We have been supporting efforts to evaluate possible proposals for the upcoming legislative session. The measures reviewed in various workgroups include: funding for veteran's housing and services; requiring landlords to accept Section 8 vouchers as income and thus protected under Fair Housing laws, and possible clarification of the narratives related to several tax exemption statutes.

HAC Retreat: We are looking forward to our Retreat on October 19 at the Jenkins Estate. We should have an excellent and informative program and are pleased to have guests in elected positions who have accepted our invitation to attend.

These are challenging times – but we seek to maximize opportunities to serve our community and its citizens in attaining quality affordable housing. Thank you for your support.



**V. STAFF REPORTS**  
**A. Financial Statement**  
**1. Financial Report to the Housing Advisory Committee**  
**July 2012**

FY2012-2013 reporting began on July 1, 2012. Financial reporting will resume next month.



**V. STAFF REPORTS**  
**B. Section 8 and Low Rent Public Housing**  
**1. Section 8 Waiting List**  
*August 2012*

<b>Wait List Time Based on # of HH Members</b>											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
#Families	1,944	1,315	887	507	295	138	62	30	13	6	5,197
Average Days	958	925	958	964	936	914	1,067	940	1,165	821	949

<b>Wait List Based on Gender</b>			
Gender	Female	Male	Total
Total	3,609	1,588	5,197

<b>Wait List Based on Race</b>								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	45	175	663	42	4,021	75	176	5,197

<b>Wait List Based on Ethnicity</b>				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	955	4,177	65	5,197

<b>Wait List Based on HH Type</b>					
Type	Disabled	Elderly	Family	Other	Total
	1,362	355	2,609	871	5,197



**WASHINGTON COUNTY**  
**OREGON**

**V. STAFF REPORTS**  
**B. Section 8 and Low Rent Public Housing**  
**2. Public Housing Average Vacancy Days**

*Fiscal Year-to-Date*  
*August 2012*

**Average Vacancy Days - Public Housing**

FY2011-2012	Units Turned Over	Vacancy Days	Average Vacancy	Total Vacant Units	Total Vacancy Days	Total Average
	This Month	This Month	Days Per Unit This Month	(FY cumulative total)	(FY cumulative total)	Vacancy Days Per Unit (FY cumulative total)
July 2011	3	36	12.00	3	36	12.00
August 2011	4	64	16.00	7	100	14.29
September 2011	6	91	15.17	13	191	14.69
October 2011	2	34	17.00	15	225	15.00
November 2011	6	86	14.33	21	311	14.81
December 2011	6	74	12.33	27	383	14.19
January 2012	0	0	0.00	27	383	14.19
February 2012	1	14	14.00	28	397	14.18
March 2012	3	29	9.67	31	426	13.74
April 2012	4	32	8.00	35	458	13.09
May 2012	3	52	17.33	38	510	13.42
June 2012	4	56	14.00	42	566	13.48
<b>FY 2012-13</b>						
July 2012	4	105	26.25	4	105	26.25
August 2012	6	101	16.83	10	206	20.60



V. STAFF REPORTS  
C. Affordable Housing

• **SECTION 8 AND LOW RENT PUBLIC HOUSING**

- a) Section 8 Waiting List: August: 5,197— (last month 5,371). The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available, but no new applications will be accepted until the waitlist is reopened.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of August 2012 were at 20.60 (last month – 26.25). FY2012 reporting began July 1. Vacancy days are measured on a fiscal year basis. Our goal is 18 days and HUD rates 20 days or below as an “A”. This measurement reflects the time period between the existing tenant turning in the keys to the unit, the maintenance staff readying the unit for occupancy and the new tenant taking possession of the keys/unit.
- c) Occupancy Rates:  
 \*Public Housing: 99.18% (last month – 99.59%).  
 \*Section 8: 99.46% (last month – 98.28%). Our monthly allocation of Section 8 HAP funds is 99%. Our goal of budget authority is 95% minimum.

We had 2,596 vouchers leased up in August (last month – 2,565). Twenty-eight (28) new vouchers were issued, and 72 applicants with vouchers are searching for housing (last month 12 new, 55 looking).

- d) Work Order Effectiveness:  
 Average maintenance response time for work orders is a major indicator that correlates closely with resident satisfaction and preservation of our capital assets. For August, the average maintenance response time for emergency and routine work orders for the public housing portfolio reflected increased unit move outs and is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	0.00hrs	5.0 hrs	24 hrs
Routine WO's	11.47 days	7 days	25 days

- f) FSS Participation  
 Total FSS participants: 68 (57 from Section 8 and 11 from Public Housing)  
 Total FSS participants w/escrow balance: 40  
 Total Escrow Balance: \$155,677  
 Average Escrow Balance: \$3,891  
 Highest Escrow Accounts: \$14,759 (Section 8) and \$18,386 (Public Housing)  
 IDA Accounts: 1 pending application

• **AFFORDABLE HOUSING**

The 613 affordable housing units solely owned by HAWC are consolidated for reporting purposes under our private property management group, Infinity Property Management, to provide consistent reporting. Kaybern Terrace is now managed by Infinity and included in the affordable unit count. (The 711 units at Quantama Crossing co-owned by HAWC and managed by Simpson Property Management are not included.)

- a) Infinity-Managed Properties: 97.55% Occupancy (15 vacancies / 613 units), compared to 96.90% (19 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Garage door replaced at one (1) Public Housing unit.
- Siding has been replaced on two (2) Public Housing units.
- Pest Control services performed at four (4) Public Housing units.
- Roof repair has been completed on five (5) Public Housing units.
- Re-striped the parking lots at Somes Lane, Dove Court, Oregon Street, and 7<sup>th</sup> Street complex.
- All staff attended “Violence in the Workplace” safety training.

Turnovers:

- Completed six (6) Public Housing unit turnovers with an average of 12.17 Maintenance days (make-ready days) per unit.
- Cleaning was completed on five (5) turnovers by a contracted vendor, and by in-house maintenance staff on one (1) turnover.
- Carpet replaced on five (5) turnovers by contracted vendor.
- Interior painting completed on all six (6) turnovers by in-house maintenance staff.



**V. STAFF REPORTS**  
**D. Programs and Special Projects**

• **PROJECT-BASED VOUCHERS**

	Total Allocated	Total Awarded	Remaining Available
Category I (chronic homeless)	102	102	0
Category II (30% MFI or less)	98	46	52
Special Needs	25	25	0
Total PBVs	225	173	52

There are 225 project-based vouchers (PBV) allocated as follows: 102 PBVs in Category I (chronically homeless), 25 “special needs” category vouchers, and 98 PBVs in Category II (30% or less MFI).

Remaining available project-based vouchers and project-based vouchers that have been awarded but are not yet leased are being utilized as tenant-based vouchers—the Housing Authority does not hold voucher slots vacant prior to project-basing. Vouchers are project-based as units become available and residents leave the Section 8 tenant-based voucher program.

	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Luke-Dorf (Pluss Apartments)							12	12	10
LifeWorks NW (Tom Brewer House)							13	13	11
CPAH (The Knoll)	12	12	11						
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	6			
REACH CDC (The Orchard, new development)				8					
Northwest Housing Alternatives (new development)				8					
Bridges To Housing				7					
CPAH (The Barcelona, new development)				8					
Luke-Dorf (SAHMSA project)	90								
Total PBVs	102	12	11	46	15	6	25	25	21

**Note:** Fircrest Manor lease-ups are being finalized.



**V. STAFF REPORTS**  
**E. Report on Homelessness**

• **NEW PROGRAMS SERVING HOMELESS IN WASHINGTON COUNTY**

Project Bloom

In September, a transitional housing program opened in Beaverton that serves single women and women with children. The program will provide 18 households with housing and services for a period up to 12-months. The Spencer Foundation is funding the program that includes 100% of rent costs and case management. The self-sufficiency component of the program requires participants to deposit 30% of their income into a savings account that is available to the participant when they leave the program and move to permanent housing.

On August 30, Annette Evans coordinated a Meet-N-Greet with Project Bloom's Executive Director and community partners, to include the shelter providers, outreach workers and other service providers who will provide referrals of homeless clients to the program.

Laura Spencer will provide an overview of the new program at the October 3 Housing and Supportive Services Network (HSSN) meeting.

Springboard to Stability, Self-Sufficiency and Health (S4H) Program

The 3-year Springboard to Stability, Self-Sufficiency and Health (S4H) Program is being funded by a \$1.36 million HUD grant.

The program is a collaborative initiative combining the work of Cascade AIDS Project in providing rent assistance, case management and employment services, with employment and training services offered at WorkSource Portland Metro sites. The grant funds a part-time WorkSystems, Inc. staff person, and is modeled on the WorkSystems/Multnomah County Action for Prosperity program.

More than 600 people living with HIV/AIDS are experiencing homelessness, or on the brink of becoming homeless, in the Portland metropolitan area. This new funding will provide housing for up to 60 more people living with HIV/AIDS per year and connect them to employment opportunities. In the first year of operation, the program was implemented in Multnomah County and will be expanding to Washington County in September. Kristin Kane with the Cascade AIDS Project presented an overview of the program to the HSSN members on September 5.

Supportive Services for Veterans Families

The US Department of Veterans Affairs awarded \$584,538 to a 4-county collaborative project serving at risk and homeless veterans within the Washington, Tillamook, Columbia and Clatsop county jurisdictions. Community Action is the local lead agency receiving \$176,615 of the 4-county grant award that is projected to serve 35 low-income and homeless veteran households beginning in October.

The purpose of the SSVF Program is to provide housing stability to at risk and homeless veterans and their families. Grantees provide the following supportive



services: Active outreach both in community and with local VA; Case management services; Assist participants to obtain VA benefits; Obtaining mainstream entitlements and services. Grantees may also provide temporary financial assistance for rent, security and utility deposits, utility fees, moving costs, emergency supplies, and transportation.

In addition to the US Department of Veterans Affairs (VA), local partnerships were formed to support implementation of the program to include the Washington County Department of Housing Services, Housing Authority of Washington County, Washington County Department of Disability, Aging and Veteran Services, The Salvation Army, Lacey's House, Oregon Department of Human Services, WorkSystems Inc., and local outreach partners. The program will be integrated into the local continuum of care (CoC) homeless system through the Housing and Supportive Services Network (HSSN), and supports the local efforts to achieve our jurisdictions 10-Year Plan to End Homelessness and the federal goal to end veteran homelessness by 2015.

Community Action will provide details on program implementation at the October 3 HSSN meeting.

#### Housing TEAM Program

On July 2, a \$1.5 million three year federal Substance Abuse and Mental Health Services Administration (SAMHSA) Cooperative Agreements for Benefits Homeless Individuals (CABHI) grant was awarded to Luke-Dorf, Inc. to provide chronically homeless adults with housing and services to address mental health, as well as substance abuse. The new Housing TEAM (Transition, Engagement And Mentoring) program fills a critical gap in services for this vulnerable population.

The Housing Authority of Washington County (HAWC) will provide 90-units of Project-based Section 8 voucher to support the Housing TEAM program goals:

- 1) Reduce chronic homelessness;
- 2) Decrease mental health problems and substance use;
- 3) Obtain mainstream benefits and enhance financial resources;
- 4) Integrated primary and behavioral health services; and
- 5) Implement sustainable community resources.

The program will begin enrolling clients in October, and seeks to provide housing and services to 20 persons in Year 1, 30 persons in Year 2, and 40 persons in Year 3.

Annette Evans will coordinate the formation and work of a Mental Health and Special Needs Community Consortium (MHSNCC). The Consortium is a regulatory requirement of the SAMHSA grant aimed at development and implementation of an integrated system of care, to include:

- Access to mental health and substance abuse treatment, permanent housing, and services not covered by Oregon Health Plan/Medicaid;
- To develop long-term continuity of integrated community systems that provide permanent housing and supportive services; and



- To engage and enroll eligible persons who are chronically homeless in Medicaid and other mainstream benefit program (e.g. SSI/SSDI, TANF, SNAP, veteran's benefits, etc.).

- **EMERGENCY FOOD AND SHELTER PROGRAM – PHASE 30 FUNDING**

The Emergency Food and Shelter Program (EFSP) was created in 1983 to supplement the work of local social service organizations within the United States to help hungry and homeless people in need of emergency assistance. The EFSP National Board uses a formula involving population and poverty data provided by the US Census, and unemployment data provided by the Bureau of Labor Statistics to determine eligibility of a civil jurisdiction to receive an allocation of funds.

Final award of FY2012 funds is pending by the EFSP National Board, with county allocations as follows: Washington receiving \$204,489; Clackamas \$146,907; Multnomah \$368,384; and Clark \$250,639.

Historical EFSP funding in Washington County:

\$204,489 2012 EFSP: \$73,616 shelter, \$89,975 rent, \$40,898 food/meals  
\$ 62,988 2011 State Set-aside: \$0.00 shelter, \$50,390 rent, \$12,598 food/meals  
\$376,296 2010 EFSP/ARRA: \$135,467 shelter, \$162,829 rent, \$78,000 food/meals  
\$281,091 2009 EFSP: \$87,291 shelter, \$101,840 rent, \$49,800 food/meals

- **SEVERE WEATHER SHELTER RESPONSE PLAN**

The Severe Weather Shelter Response Plan is expanding to include a new faith-partner in Sherwood – St. Francis Catholic Church. Annette Evans is working with seven faith communities to develop this winter's shelter response plan, and to develop a comprehensive training for shelter coordinators and volunteers that will be held on October 18. Training topics will include:

- Infection Control and Health Awareness – with Whooping Cough being a new topic this year
- Personal Safety Awareness
- Shelter Facility Emergency Preparedness
- Communications Policy
- Shelter Activation/Deactivation
- Presentation by Luke-Dorf on the SAMHSA funded Housing TEAM Program

During the winter of November 2011 to March 2012, five faith-based shelters provided 4,497 bed stays to homeless persons through the work of 11,015 volunteer hours.

- **REAL CHOICE: BUILDING SUSTAINABLE PARTNERSHIPS FORUM**

The Centers for Medicare & Medicaid Services (CMS) announced the award of \$1,980,000 in grants to six states, including Oregon, to develop sustainable partnerships with state housing agencies. These grants will result in long-term strategies to provide permanent and affordable rental housing for people with disabilities who receive Medicaid services.



Oregon's Addictions and Mental Health (AMH) Division of the Oregon Health Authority, in partnership with Oregon Housing and Community Services (OHCS), the Department of Human Services (DHS), and the State Independent Living Council (SILC), received funding for a one year planning grant under the CMS Building Sustainable Partnerships for Housing funding opportunity.

Oregon's approach is through a statewide assessment and community forums that gather local input to identify strategies and action steps to improve housing for individuals with disabilities. The project goals and objectives are:

1. Improve the coordination between healthcare initiatives and housing opportunities.
2. Foster the development of local partnerships and referrals between housing and service providers.
3. Establish policy linkages between our state housing and health agencies.
4. Inform future opportunities to more connect housing and services for individuals with disabilities.

Locally, this forum will leverage the work of systems alignment initiatives, to include:

- The Mental Health and Special Needs Community Consortium work to develop an integrated system of care for chronic homeless individuals.
- The HSSN Workgroup to development a Coordinated and Centralized Assessment System (CCAS), a single-point standard assessment system for all at risk and homeless populations.

Sequoia Mental Health Services, Inc., in partnership with the Oregon Health Authority, will be hosting this community forum in November. Registration information on the forum will be made available through the HSSN.

- **COST STUDY ON HOMELESSNESS**

Northwest Economic Research Center (NERC) is currently working with Community Action and Luke-Dorf staff to identify chronic individuals and families within the Homeless Management Information System (HMIS). Washington County Department of Housing Services is providing staff to pull the HMIS data and work with NERC staff. There was a delay in launching the Cost Study as NERC was required to submit a Human Subject Research application to Portland State University's Institutional Review Board – the application was approved. In addition, an agreement and approval from service providers was required for the consent and HIPAA forms that homeless participants will sign.

A joint meeting of the Cost Study Advisory Committee and the Homeless Plan Advisory Committee (HPAC) was held in September to develop messaging for use of the cost study report projected to be available by December. The messaging is focused at funders in the public (e.g. government) and private (e.g. business and philanthropy) sectors.



The purpose of this study is to understand the fiscal cost various systems (hospitals, law enforcement, emergency medical services, jail, community corrections, etc.) are currently spending on services that do not permanently end homelessness. The report will reveal the economics of homelessness and inform strategic planning around resource utilization and performance outcomes in alignment with the County's 10-Year Plan to End Homelessness.

- **HEARTH ACT IMPLEMENTATION**

On July 31, the U.S. Department of Housing and Urban Development has released the new CoC Program interim rule. This interim rule focuses on regulatory implementation of the new Continuum of Care (CoC) Program, including the CoC planning process carried out by the Washington County Housing and Supportive Services Network (HSSN).

Under the CoC Program, the former Supportive Housing, Shelter Plus Care, and the Moderate Rehabilitation/Single Room Occupancy (SRO) programs are combined into one homeless program – the CoC Program. This rule establishes the regulations for the CoC program, and, through the establishment of such regulations, the funding made available for the program in the statute appropriating Fiscal Year (FY) 2012 funding for HUD can more quickly be disbursed, consistent with the HEARTH Act requirements, and avoid any disruption in current CoC activities.

Additional regulatory changes to the program have been released, creating a new rapid re-housing program (in addition to transitional and permanent supportive housing), and requiring that rental assistance be administered by a Public Housing Agency. This is a change from the current program that allows nonprofits to administer rental assistance funds. Effective with renewal funding (September 2013) Washington County Department of Housing Services will administer the rental assistance for 10 households served in Lutheran Community Services' "HopeSpring" program,

The HEARTH Act is marked by four basic transformations:

- From a focus on individual programs to a focus on local systems;
- From a focus on activities to a focus on outcomes;
- From a focus on shelter to a focus on housing and prevention; and
- From a focus on transitioning to a focus on rapidly re-housing, then stabilizing.

Program rules are online at: <http://www.hudhre.info/documents/CoCProgramInterimRule.pdf>  
Public comments on the interim rules will be taken through October 1, 2012.

- **COORDINATED AND CENTRALIZED ASSESSMENT SYSTEM (CCAS)**

A component of the new HEARTH Act programs (both CoC Program and Emergency Solutions Grant) is the development of a Coordinated and Centralized Assessment System (CCAS) to be implemented within two years – Washington County is well on its way to meeting this regulatory requirement.



On June 8, the HSSN launched a 12-month process to:

- Goal: Improve accessibility to housing and services through development of a system-wide *Coordinated and Centralized Assessment System (CCAS)* serving people at risk of homelessness and people experiencing homelessness.  
Implementation Timeline: By June 2013
- Goal: Expand HMIS data collection and develop system-wide information sharing policy to support coordinated homeless response system, to include HUD and non-HUD funded projects. Develop HMIS System-wide information sharing policy and reporting tools.  
Implementation Timeline: By March 2013
- Goal: Prevent and end chronic homelessness and Veteran homelessness by 2015, as defined by the Federal Strategic Plan “Opening Doors”. Increase CoC capacity to house chronically homeless people and homeless Veterans.  
Implementation Timeline: By June 2015

## VI. OLD BUSINESS

### • **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

The goal of this effort is to create a streamlined, consistent process for applying for and receiving a property tax exemption across Washington County. This initiative supports the Consolidated Plan recommendation for intergovernmental cooperation and consistency, and is one of the key strategies of the County’s 10-Year Plan to End Homelessness.

As of February 2012, TVF&R and the Hillsboro School District had approved this exemption program for three-year pilot periods. Reviews of the ORS 307.540-548 clarified that the governing body (the city or county with legislative authority over the property) must approve the ordinance and participate in the exemption program in order for any exemption to be legal — service districts alone are not sufficient under the law. Housing staff has met with City of Hillsboro staff and the new Hillsboro City Manager to seek their support in proposing an ordinance to the Council for approval this year.

This initiative, along with other Affordable Housing Options, will be presented to County Board of Commissioners at an extended Work Session. We hope to gain an endorsement from the Board to proceed with developing an ordinance.

City of Beaverton staff is developing a matrix of tools to support the development and maintenance of affordable housing, which includes tax exemption. Rob Drake, the City Manager for Cornelius, expressed support for the proposal in June, and staff provided sample ordinance language and other information to assist implementing this program in Cornelius. Washington County staff will continue working with the City of Hillsboro to facilitate the development of an appropriate ordinance for approval later this year.



Meeting date	Jurisdiction	Name	Position	Support	Additional Activity
November 2010	City of Tigard	Craig Dirksen Craig Prosser	Mayor City Manager	Supportive-- currently adopted & supported in Tigard	
November 2010	City of Hillsboro	Jerry Willey Sara Jo Chaplan	Mayor (former) City Manager	General program support	4/2: meeting with new City Manager Seek Council support
January 2011	Hillsboro School District	Mike Scott Adam Stewart	Superintendent CFO	Board approved support on 2/28/12, effective July 1, 2012-June 30, 2015	
February 2011	City of Beaverton	Denny Doyle Don Mazziotti	Mayor Community Development Director	Supportive	Seek Council support
February 2011	Tigard-Tualatin School District	Rob Saxton	Superintendent	Supportive-- currently partners with Tigard	
March 2011	Beaverton School District	Ron Porterfield Claire Hertz	Deputy Superintendent CFO	General program support	
July 2011	City of Forest Grove	Peter Truax Michael Sykes	Mayor City Manager	General program support	
August 2011	Forest Grove School District	Yvonne Curtis Michael Schofield	Superintendent Business Director	General program support	
October 2011	TVF&R	Mike Duyck Dustin Morrow Debra Guzman	Fire Chief Deputy Chief CFO	Board approved support in December 2011, effective July 1, 2012-June 30, 2015	Would like to work with nonprofits & HAWC to improve safety at affordable properties
April 2012	Washington County	Andy Duyck	BOC Chair	under consideration	Awaiting Cost Study results
June 2012	City of Cornelius	Rob Drake	City Manager	General program support	No eligible properties currently, supports adopting ordinance

- **ALOHA-REEDVILLE STUDY AND LIVABLE COMMUNITY PLAN**  
**Sustainable Housing and Communities**

The Technical Advisory Committee (TAC) for the Aloha-Reedville project met on September 12 to review progress to-date and provide feedback on the solutions cards that will be used at the Community Workshop events in October. The TAC will also be asked to review and provide feedback on the extensive list of potential performance indicators that will be used to evaluate the scenarios developed in October and November.

The Citizen Advisory Committee (CAC) also met on September 12 to review solutions cards and beta-test the workshop activity that will be used at the October Workshop events. The geographic areas identified by the CAC will be used to help community members chose priority locations for improvements. Community members will then work together to determine what kinds of improvements would best suit their vision of the future of the community. These suggestions will be used to develop alternative scenarios for analysis.

The project will host an Open House to provide information and education on possible solutions on Thursday, October 11 from 4:30-7:30pm. The project will also have a table at the Aloha High School football game on Friday, October 12. The Workshop will be held from 10am-12:30pm, and will be followed by a Community Celebration from 2-6pm. All events will be held at Aloha High School on 185<sup>th</sup> and Kinnamen,



The community survey remains open online at Survey Monkey (<http://www.surveymonkey.com/s/VH7FYQ2>), and a survey link has been posted on the Aloha-Reedville website. A Spanish-language version will be posted in the very near future.

The Center for Intercultural Organizing and Centro Cultural will assist with additional outreach, engagement, and capacity-building activity, including workshops and special events targeting faith-based communities, Hispanic community members, renters, and other groups during Phase 2.

The current Existing Conditions report and all appendices are available on the project website at

<http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/document-and-maps.cfm>.

- **HOUSING WORKS: WORKFORCE INNOVATION GRANT WITH WORKSYSTEMS, INC.**

HAWC is partnering with WorkSystems, Inc on a Department of Labor (DOL) Workforce Innovation Fund grant-funded project called *Housing Works*. Other partners include the Housing Authority of Clackamas County, Home Forward, the Housing Authority of Vancouver, the Workforce Investment Council of Clackamas County and the Southwest Washington Workforce Investment Board.

The *Housing Works* project will help Section 8 and/or public housing residents build the life and employment skills necessary to attain self-sufficiency. Grant partners will work together to invest resources to train and support residents with the shared goal of increasing employment and earning potential. Participants will receive occupational skills training in one of three growing employment sectors—healthcare, office/clerical, or manufacturing. Participants will also received job attachment support that will include internships, On-The-Job training, and job placement assistance.

HAWC's goal is to serve 50 clients over the 18 months of the grant program, doubling the number of jobseekers that may be served (25 client 'slots' are already available through our current partnership with WorkSystems). Grant funds will support a dedicated case manager for program participants, and provide resources for education, classes, on-the-job training, and internships.

HAWC staff has met with WorkSystems, Inc, grant evaluators, and project partners to work on developing consistent screening and data collection tools for all project partners, develop project protocols, and receive financial training on grant funding and reporting.

- **MIXED-INCOME HOUSING WORK GROUP**

This work group will explore the general concept of mixed-income housing and its feasibility in Washington County, and was an action identified in the 2010-2015 Consolidated Plan Action Plan. The work group is not constrained, and may consider any number of configurations of mixed-income housing at a variety of income levels, and may consider its feasibility in the County overall and/or in specific



locations. The work group may explore any number of options and recommend configurations and strategies that appear to be most useful for Washington County.

The next group meeting is scheduled for Wednesday, October 24, from 3-4:30pm in the Council Chambers Room at Beaverton City Hall.

- **CITY OF TIGARD GOAL 10 REVIEW**

Washington County Housing Services Department is part of the Technical Advisory Committee for the City of Tigard's Goal 10 Population and Housing Review. Kim Armstrong will represent the Housing Department. Steve Kelley from Washington County Department of Land Use and Transportation (LUT) Planning will also work on this project. The next meeting is scheduled for Thursday, October 18.

- **EXTENDED BOC WORK SESSION: AFFORDABLE HOUSING**

The Board of Commissioners has expressed interest in holding an extended work session focused on discussing affordable housing in Washington County. The final date for the work session is still being determined.

Tentative goals for this work session are to:

- Provide information on the value to the County in providing housing affordable to all community members
- Secure Board commitment to develop and adopt a proactive housing policy for the County that supports the development of housing affordable to all community members
- Secure Board direction for staff to develop a list of options for supporting the development and operation of affordable housing for Board review, consideration, and (ideally) adoption.

- **HAC RETREAT**

The HAC Annual Retreat is scheduled for Friday October 19, 2012. The Stable at Jenkins Estate has been reserved for the event.

Metro Councilor-elect Sam Chase, Beaverton Development Manager Don Mazziotti, and the Director of the Housing Authority of Clackamas County, Trell Anderson, will speak at the retreat. The Housing Authority Board of Directors and senior County Administrative Office staff have been invited, and Mayor Doyle of Beaverton and Mayor Dirksen of Tigard will attend for a portion of the day.



**VII. NEW BUSINESS**

**VIII. RESOLUTIONS/ACTION ITEMS**

**IX. ADJOURNMENT**