

# **HOUSING and SUPPORTIVE SERVICES NETWORK Strategic Planning and Discharge Workgroup (The CoC Board)**

**Friday, October 10, 2014**

**8:30 to 10:30 am**

Washington County Public Services Building - Room 105/115

155 North First Avenue, Hillsboro, OR 97123

## **AGENDA**

Chair: Annette M. Evans, Washington County Department of Housing Services

Co-Chair: Judy Werner, Lutheran Community Services Northwest

### **I. Introductions (8:30 a.m.)**

### **II. Approve Minutes (8:35 a.m.) .....[Action]**

A) August 8 HSSN Workgroup Minutes

### **III. Business Items (8:40 a.m.)**

A) Guest Speaker: Elizabeth Soenneker, Metropolitan Public Defenders (8:40 a.m.)  
Presentation on Next Steps Program

B) FY2014 McKinney-Vento CoC Program Grant Application (9:30 a.m.)

1. CoC Application due 10/30/14 to HUD – Annette Evans

2. CoC Renewal and New Project Ranking (Tier 1 and Tier 2) .....[Action]

Project Ranking and Rating Criteria in Alignment with HUD Priorities

- Move people to permanent housing through alignment with HUD priorities defined in *Opening Doors: Federal Strategic Plan*: \*Permanent Supportive Housing for Chronic Homeless, and \*Permanent Rapid Re-housing for Families with Children
- Increase Cash Income (Employment, etc.) and Non-Cash Income (Mainstream Resources) at Program Exit
- HUD funds leverage 150% other private/public funds
- 85+% Bed Occupancy of HUD-funded Projects
- Reduce De-Obligation of Funds

C) Carry Forward to December Meeting – Review draft Continuum of Care (CoC) Program Administrative Plan – Annette Evans

- Update: Draft document is 80% edited, and a copy will be emailed prior to December meeting to provide adequate time for review

D) Carry Forward to December Meeting - Identify Strategies and Develop Messaging To Address Greater Access and Rights to Housing and Services.

E) Carry Forward to December Meeting - Improve our ability to link homeless families and individuals to income.

### **IV. Workgroup Meeting Schedule, 8:30 to 10:30 a.m. – Save the Date (10:15 a.m.)**

- Friday, December 12, 2014
- Friday, February 13, 2015
- Friday, April 10, 2015
- Friday, June 12, 2015
- Friday, August 14, 2015
- Friday, October 9, 2015
- Friday, December 11, 2015

### **V. Agency Announcements and Open Discussion (10:20 a.m.)**

### **VI. Adjournment (10:30 a.m.)**

# HSSN STRATEGIC PLANNING AND DISCHARGE WORKGROUP

## Administrative Board of the Continuum of Care in Washington County

Public Service Building Conference Room 105/115

August 8, 2014

### Workgroup

**Role:** The Workgroup is comprised of public and private representatives of the homeless subpopulations that exist within the CoC geographic region, a formerly homeless consumer representative, and the Emergency Solutions Grant recipient agency. The Workgroup is the jurisdictional CoC Administrative Board, as established by the HSSN Mission and Governance Policy.

**Responsibilities:** Perform CoC strategic planning, coordinate with and/or assist in State and local discharge planning, review performance outcomes of HMIS and HUD-funded programs, develop housing and service systems alignment, make funding decisions, and approve the McKinney-Vento Homeless Assistance grant application to HUD.

### **ATTENDEES:**

Bundy, Valerie – Domestic Violence Resource Center	Proctor, Jennie – Wash. Co. Office of Community Development
Clevidence, Veronica – Wash. Co. Housing/HMIS	Rittenhouse, Ron – Goodwill Job Connection
Erickson, Dennis – Wash. Co. Community Corrections	Rogers, Patrick – Community Action
Evans, Annette – Wash. Co. Housing Services	Schwab, Jack – Good Neighbor Center
Galian, Katherine – Community Action Organization	Sechrist, Lauren – Wash. Co. Office of Community Development
Knapp, Mona -- Luke-Dorf, Inc.	Werner, Judy – Lutheran Community Services NW
Johnson, Ellen – Oregon Law Center	
Logan-Sanders, Andrea – Boys and Girls Aid	
Pero, David – Homeless Education Network	

**Chair:** Annette Evans, Public Agency Representative [Annette\\_Evans@co.washington.or.us](mailto:Annette_Evans@co.washington.or.us)

**Co-Chair:** Judy Werner, Nonprofit Agency Representative [jwerner@lcsnw.org](mailto:jwerner@lcsnw.org)

Meeting called to order at 8:30 a.m.

### **I. INTRODUCTIONS**

Amanda Hurley from Cascade AIDS Project was recognized for her service on the board. She has announced that she is stepping down. As soon as a replacement is identified, that person will be considered for membership of this board.

### **II. APPROVAL OF MEETING MINUTES**

**Motion:** Approve Workgroup meeting minutes for June 13, 2014.

**Action:** Lauren Sechrist

**Second:** Katherine Galian

**Vote:** Approved - Unanimous

### **III. BUSINESS ITEMS**

#### **A) Identify Strategies and Develop Messaging to Address Greater Access and Rights to Housing Services**

Continued discussion and planning work to address housing barriers experienced by low income and homeless families (e.g. families include individuals, couples without children and adults with children households). A matrix handout was provided that included the housing challenges identified at the June meeting, with areas for adding proposed strategies, identifying lead agency/group, and whether the strategy would be a messaging and/or policy and funding request strategy.

Issue 1: Landlord Applications vs. Property Management. Property management firms sometimes don't adhere to the goal of offering affordable housing to vulnerable populations that aligns with the initial focus of the landlord; e.g. serving extremely low income people, serving people with criminal background, etc.. Proposed strategies include:

- a. Landlord forum or information focused at property management staff. Create messaging that encourages property management to work more closely with landlord to serve vulnerable populations where properties include tax credits and other public funding assistance to create affordable housing.

Mona reported Luke-Dorf is hosting a landlord appreciation lunch on September 17. Landlords working with the Housing TEAM program are willing to help, so long as there is someone to call if they need help with the tenant (our client). The issues represented by chronic mental health or abuse issues require more support.

- b. Creating a loss mitigation pool. It was noted this is in the 10-year Plan to End Homelessness, as well as there were funds available through Rent Well (Landlord Guarantee funds with the State); however, this has been defunded with funding aligned with the new Section 8 bill implemented July 1, 2014.
- c. Debt owed to previous landlords averages \$2,500 for more than 30% of the 800 households screened through Community Connect. How do we bridge this gap in our continuum as no public or private agency funds this activity? Gain Share is a funding source from the State of Oregon to Washington County with the Board of County Commissioners having discretion on how to spend the funds within the community. \$40 million in funds received with \$10 million approved to be distributed to the school districts by the Commissioners. The balance of the funds may be appropriated to capital projects in transportation, etc.

Ellen mentioned that this can be an opportunity to leverage impact of the decision to support schools, but can be more so if tied to supporting families and increasing stability, especially because family mobility during school year is a predictor of a child's failure in school. In supporting schools, our primary goal is to support students. If this can be a vehicle for applying for funds, the funds might be used directly to support the students.

David Pero will find out how Forest Grove School District plans to distribute funds. Contact with the superintendants might be a good starting point for clarity regarding these dollars.

Katherine Galian reported on the focus for early childhood learning. The Learning Hub model will expand across Oregon so that more children and their families have access to a comprehensive set of education and social services. School districts are now being mandated that they are responsible for students birth to six (preschool). The Hub is new legislation that replaces the Commission on Children and Families. Washington County's Early Learning Hub system was just conditionally approved. Funds go through United Way for Multnomah and Washington counties for children birth to six years. Washington County chose a family resource manager system. Won't look like the family resource centers, and different school districts will do it differently and have different levels of investment. Not much money coming from the Hub system so they have to decide how to allocate. Family Resource Centers had to look at food, housing, etc, but now they have to also look at early childhood education, mental health, Headstart, and everything that a family with children that age might possibly need. For example, the Forest Grove Family Resource Center was run by the YMCA, and now it will be run by the school district.

Messaging and policy with the school districts includes engagement with how the schools plan to use the funds, and is there an opportunity for alignment within the schools to serve low-income and homeless students.

Issue 2: Tax Credit Properties and People with Criminal Backgrounds. It was noted that people with criminal backgrounds are often turned down from housing at tax credit affordable housing properties. Proposed strategies include:

- a. "Next Step" or "Clean Slate" programs help to mitigate the criminal background reducing barriers to employment and access to housing. What is needed to create the policy for implementing a similar program in Washington County?

Transition Projects has an attorney who is working with veterans to expand in Washington County. Ellen Johnson highlighted the program focus and offered to invite Daniel Crow to the October 10 HSSN Workgroup meeting to present the program model.

Dennis Erickson reported on the Bureau of Justice Second Chance program. Community Corrections has been successful in obtaining grant funding in the past for reentry programs. He shared concepts on a proposed program that was considered a few years ago entitled "Next Steps". Dennis will invite Elizabeth Soenneker to the October 10 meeting.

Katherine will pull data regarding correlations of the above with housing issues – pull out children, vets.

Issue 3: Homeless Experience barriers due to large amounts of previous landlord debt owed.

- a. Need additional data on how the debt is incurred; e.g. is this eviction/stipulated dismissal expenses, property damage, health crisis, etc.
- b. Funds are needed to reduce this barrier to housing. If Gain Share funds were available, we could leverage the outcomes of using the Gain Share resources matched with housing move-in/rent assistance to move people out of homelessness.

Issue 4: Landlord/Property Owner Fees for Background/Credit Check (\$30 to \$50 each application).

- a. Policy development or collaboration with landlords to share background/credit check information.

Issue 5: Stipulated Dismissal Process increases debt owed by households going through eviction process.

- a. Tenant counseling and education on eviction process.

In general, the group discussed the challenges with the new Coordinated Care Organizations (CCO) under the Affordable Care Act (ACA) as the system is reducing amount of care from 4 months rehabilitation to 28 days. CCO is only paying for that which is deemed medically necessary, rather than for successful sobriety. There is a lack of understanding of what people need and treating dual diagnosis is problem. Rather than treating both as one, it's separate, and the funding streams are separate. The care is rationed. People for whom Washington County general fund was providing services, now that they are insured, the insurance doesn't provide it because it's not "medically necessary." People lost services. Mental Health (MH) and Substance Abuse funding is all separate. Healthshare is a small afterthought. The MH system is a half to a third of what they were getting; they lost a lot of funding. Annette proposed having Kristen Burke speak regarding where we are going with MH programs and housing. There was agreement.

**B) Community Connect Process and Policy Implementation.**

1. Develop Staffing, Resources and Outreach Plan

Pat said that they've screened ~800 households to move on to assessment. They have completed assessments for around 300 of those 800. The challenge continues to be the time between the call and the assessment, and no shows. The wait times were up to month and a half. They blitzed the assessments by adding some assessors and reduced time to about two weeks. Community Action is looking at increasing assessors. Dennis has offered a staff person to assist and will get that person licensed. About 60% of the total is prevention-related. 40% are literally homeless by definition. HMIS shows that beds are now occupied. We used to wait for people to send clients, but now can make direct referrals which keeps occupancy up. The goal is one week from screening to assessment. Community Action is now doing rent assessments, and that will slow down the process somewhat. Need for homeless services trends up in the summer, and the theory is that supports are stronger in winter and people will help more when cold.

**C) FY2014 McKinney-Vento Coc Program Grant Application**

1. CoC Registration due 8/6/14 to HUD

In January, appropriation of funds was made. Have to go through grant inventory process. HUD tries to administer in spring, but has been delayed in past years. This year, had Annette work on grant inventory worksheet which gave us value of demand for renewal in our community.

2. CoC Annual Renewal Demand is \$2,644,497 (13 projects)

NOFA is coming out in 45 days. The ranking is on the other handout. Annette presented a handout for the scoring points and process that will support ranking and rating of renewal and new projects in the FY2014 CoC Program grant application.

Last year there were 45 points available and our CoC focused on federal/HUD priorities. This year we need to focus on increasing employment and access to mainstream resources. The more leverage dollars, the better it will score. They also look at projects that deobligate money.

Annette went over HUD goals, and how the CoC scores projects. Emphasis on rapid rehousing as a form of permanent housing. Need to align housing programs with employment partners. Job Connection works to help find employment for folks with barriers to employment. It's helpful to work together so that Job Connections can find out about jobs, and then refer people to those jobs. There was discussion regarding leverage, deobligation of funds, PIT and HIC.

3. Establish Ranking and Rating Criteria

Motion: Establish ranking and rating criteria as presented.

Action: Jack Schwab

Second: Judy Werner

Vote: Approved - Unanimous

**D) CoC Program Administrative Plan and updates to current approved HEARTH Act Policies**

Annette Evans reported she is completed a portion of the CoC Program Administrative Plan and Policy Manual. She shared the draft with HUD representatives this week to demonstrate the work of our CoC in being compliant

in Fair Housing, Civil Rights and Section 504. Annette will complete the Plan prior to the October HSSN Workgroup meeting so members have time to review and comment.

**E) Ongoing – Improve our ability to link homeless families and individuals to income through employment opportunities and other state and federal resources; e.g. Oregon Department of Human Services, Social Security Administration, WorkSystems Inc. programs funded by WIA Act.**

Jorge Baldivieoblanco, Oregon Department of Human Services, has missed last several meetings. Annette will be asking for a new representative, as the CoC Board is comprised of representation from all mainstream provider agencies.

#### **IV. WORKGROUP MEETING SCHEDULE – SAVE THE DATE**

- Friday, October 10, 2014
- Friday, December 12, 2014

#### **V. ANNOUNCEMENTS AND OPEN DISCUSSION**

- Ron Rittenhouse announced the new Job Connections office at Bethany will have opening in end of August. Career center staff person will assist with GED, other certifications, Prove-it. Career development center will assist with Prove-it, which is an online interface that can test about 15,000 skills. Will share info with other agencies. This new site should be able to assist with both short term job needs and long term career development.
- Lauren Sechrist reported the CDBG workshop is scheduled on August 19 beginning at 9 a.m. for Public Services, with Public Infrastructure and Facilities starting at 2 p.m. Second week in Oct there will be training for admin staff, front-line people in cities, etc. They are opening that up to HSSN agencies as well.
- Ellen Johnson announced landlord training is coming regarding regulations pertaining to amounts requested on applications.
- Katherine Galian announced there is a new Head Start director.
- Valerie Bundy reported DVRC has shifted to serving only intimate partner violence to provide more services to those coming in the door. The animal sanctuary is almost finished at Monika's house. Will be closing shelter for a week to renovate; they timed it so that exits will coincide.
- Jack Schwab reported the Good Neighbor Center was monitored by HUD for their Housing Stabilization Program.
- Annette Evans reported on the CoC Program monitoring by HUD, to include fiscal management of federal funds, sponsor administration, CoC governance, and policy. In addition, two CoC Programs were selected by HUD for further monitoring to include the Boys and Girls Aid Transitional Living Program and the Good Neighbor Center Housing Stabilization Program. Also noted that termination policies are not grievance policies. Termination policies should provide an opportunity to go outside your agency to appeal a decision when a client is being terminated from a program. We want to come up with a unified Termination policy. Rental assistance programs need to comply with the housing quality standards – was housing habitability, but under the CoC Program they are now HQS inspections.
- Veronica Clevidence is learning how to do data quality reports, these will be coming regularly. She has also looked at licenses and user contracts, and will work with Katherine regarding non-housing users.

#### **VI. ADJOURNMENT**

The meeting adjourned at 10:40 a.m.

Minutes prepared by Veronica Clevidence, Washington County Department of Housing Services

*To be added to HSSN Workgroup email list, or the HSSN Coordinated and Centralized Assessment System, contact Annette Evans at [Annette\\_Evans@co.washington.or.us](mailto:Annette_Evans@co.washington.or.us).*