

Homelessness Advisory Board Agenda
Wednesday, August 14, 2024 @ 1:00 – 3:00 p.m.

LOCATION: Oregon Coast Community College
Community Room #140, Central County Campus, Newport
or by Zoom <https://zoom.us/j/96877182454?pwd=cHZNZDZLYzZwcDVaTGNNMeUdkYkNkUT09>

1. Welcome – Rod Cross, LCHAB Co-Chair
 - a. Reminder re: Public Meeting Laws & Public Participation
2. Roll Call – Kyla Sellers, LCHAB Program Manager
3. **Action Item:** Review Minutes from July 10, 2024 (pg. 3) – Rod Cross, LCHAB Co-Chair
4. Public Comments (items related to the agenda, 3-minute cap) – Rod Cross, LCHAB Co-Chair
5. Presentation: Northwest Coastal Housing – Shiela Stiley, Executive Director
6. Administrative Office Report (pg. 6) – Karen Rockwell, Executive Director, Housing Authority of Lincoln County
 - a. Permanent Structure Proposal
 - b. Funding Updates
 - i. HB4123 Pilot
 - ii. HB5019 for Rapid Rehousing & Sheltering
 - iii. Oregon Rehousing Initiative (ORI)
 - iv. Youth Emergency Housing Assistance (YEHA)
 - v. Executive Order Shelter Funding
 - c. Committee Updates
 - i. Equity & Inclusion Committee
 - ii. Community Outreach & Engagement Committee
 - iii. Policy & Funding Coordination Committee
7. New Business from the Board – Rod Cross, LCHAB Co-Chair
8. Public Comments (items unrelated to the agenda, 3-minute cap) – Rod Cross, LCHAB Co-Chair
Written comments can be submitted at any time by email to ksellers@housinglincolncountyor.gov. Comments that are relevant to the work of the group will be shared with all voting members.
9. Adjourn – Rod Cross, LCHAB Co-Chair

Public Meeting Laws & Public Participation

The following handout is a guide for the members of LCHAB in the discussion re: public comment. Currently, to comply with public meeting laws, the structure of the meeting enables the following individuals to participate during the meetings if recognized by the co-chairs:

Appointed Representatives (or their alternates IF identified at Roll Call, otherwise NOT participants).

- Lincoln County: Commissioner Claire Hall
- City of Depoe Bay: Mayor Kathy Short
- City of Lincoln City: Council President Judy Casper
- City of Newport: Mayor Jan Kaplan
- City of Siletz: Council President Susan Trachsel
- City of Toledo: Mayor Rod Cross
- City of Waldport: Councilor Rick Booth
- City of Yachats: Council President Mary Ellen O'Shaughnessey
- Community Services Consortium: Housing Services Manager, Liesl Eckert
- Confederated Tribes of Siletz Indians: Housing Executive Director Sami Jo Difuntorum

Ex-officio (non-voting) representatives:

- Lincoln County: Tim Johnson, County Administrator
- City of Depoe Bay: Kimberly Wollenburg, City Recorder
- City of Lincoln City: Daphnee Legarza, City Manager
- City of Newport: Spencer Nebel, City Manager
- City of Siletz: Barbara Chestler, City Recorder
- City of Toledo: Doug Wiggins, City Manager
- City of Waldport: Dann Cutter, City Manager
- City of Yachats: Bobbi Price, City Manager
- Confederated Tribes of Siletz Indians: Lisa Norton, Chief Administrative Officer

Administrative Office:

- Kyla Sellers, LCHAB Project Manager
- Karen Rockwell, Executive Director, Housing Authority of Lincoln County

Invited guests must be included on the agenda prior to its distribution and are only able to participate in the business meeting during their allotted agenda slot.

One of the LCHAB goals is to increase public participation, and this is being done through the formation of additional workgroups who will then have liaisons that will be invited to report out at the meetings. The meeting agendas are also going to include invited subject matter experts on specific topics. For example, this month the Board is hearing from shelter operators. Next month will be a conversation with day service navigation providers. In addition, LCHAB can be intentional with public comment periods at the meetings.

Beginning of meeting for comments not related to agenda items, but on the topic of homelessness in Lincoln County. Limited to 3 minutes per person. Note: Like municipality meetings, this is not a time for question and answer; comments are to be received by the LCHAB and not deliberated at that moment. Comments related to the agenda are held to the **end of the meeting**. Limited to 3 minutes per person. Again, not a period of question and answer; comments are to be received by the LCHAB and not deliberated in that moment.

Homeless Advisory Board Minutes
Wednesday, July 10, 2024
Oregon Coast Community College
Community Room #140, Central County Campus, Newport, OR, 97365
And by Zoom

The meeting was called to order at 1:03 PM by Co-Chair Rod Cross. Cross initiated roll call for the representatives:

Attendees:

City of Depoe Bay, Kathy Short, Mayor
City of Lincoln City, Judy Casper, Council President
City of Toledo, Rod Cross, Mayor
City of Siletz, Susan Trachsel, Council President
City of Waldport, Rick Booth, Councilor
City of Yachats, Mary Ellen O'Shaughnessey, Council President
Community Services Consortium, Liesl Eckert, Housing Services Manager
Lincoln County, Claire Hall, Commissioner
*alternates

Ex officio attendees:

City of Toledo, Doug Wiggins, City Manager
Housing Authority of Lincoln County, Kyla Sellers, LCHAB Project Manager

The minutes from May 29, 2024, were reviewed. City of Depoe Bay Mayor Kathy Short made a motion to accept the minutes as presented. Second to the motion was made by Lincoln City Council President Judy Casper. Motion Carried.

Chair Cross went on to allow for public comment related to agenda items. No comments were given.

Chair Cross passed the gavel to a special guest: Cosmos Cranston from Re!nstitute to present on the outcomes of the recent Lincoln County 100-Day Challenge on homelessness. Cosmos started her presentation by introducing the work of Re!nstitute and their 100-Day Challenges. Cosmos went on to present the Lincoln County journey with the 100-Day Challenge sharing the goal that the Lincoln County team had set for their 100 days:

“In 100 days we will connect 200 people experiencing homelessness to safe and stable housing, with a special emphasis on adults aged 55+ with co-occurring disabilities, non-English speakers, unaccompanied youth aged 15-24, and those identifying as LGBTQ+.”

Cosmos shared some highlights from the challenge: a lesson learned is how important community data is. The challenge shifted how our local service providers view community data collection, resulting in multiple organizations seeking HMIS training. The team conducted equity listening sessions resulting in a Resource Fair in the South Lincoln County area and this work bred additional goals to increase landlord engagement in Lincoln County amongst other items. Furthermore, the listening session done

with youth service providers resulted in service providers establishing a regular meeting to collaborate on services provided to unaccompanied youth experiencing homelessness. Finally, the 100-Day Challenge resulted in an updated resource Directory found on LCHAB.org.

Cosmos invited the Board to ask questions pertaining to the Lincoln County 100-Day Challenge. Chair Cross asked a question regarding the unaccompanied youth who were housed during the challenge. The question was if the youth aged 15-18 were primarily unsheltered or sheltered. Cosmos answered that large portions of the data collected for the unaccompanied youth during the Challenge were from the McKinney Vento liaison at the Lincoln County School District and from the Youth Tides Shelter. The youth housed could be sheltered or unsheltered. Cosmos referred to Kyla Sellers who participated in the Challenge. Sellers offered to reach out to the McKinney Vento liaison and the Youth Tides Shelter prior to the next LCHAB meeting in an effort to answer the question posed by Chair Cross.

Cross asked if the challenge counted veterans. Cosmos answered that veterans was not a demographic that was explicitly captured for this challenge however Rick Booth who conducted the listening session with the 55+ demographic noted that he had made special efforts to gain input from Veterans Services Officer Keith Barnes during the Challenge.

Judy Casper asked if there were any significant insights gained from the landlord engagement work done during the Challenge. Cosmos referred to Sellers to answer this question. Sellers informed the Board that the Lincoln County team had identified multiple items to address regarding landlord engagement. These items are included in the goals of the Community Outreach & Engagement Committee that were on the meeting agenda.

With no other questions Chair Cross Directed the Board's attention to the next agenda item for a presentation on LCHAB workstreams and associated budgets by Kyla Sellers. Kyla informed the Board that the 100-day challenge work and the goals of the workstreams identified during the challenge are in alignment with the LCHAB strategic plan. The Administrative Office has worked to create 3 committees that incorporate the goals into sustainable work plans. Sellers presented the descriptions and goals of the 3 following committees:

1. Equity & Inclusion Committee
2. Community Outreach & Engagement Committee
3. Policy & Funding Coordination Committee

The Board discussed the committee descriptions and goals. Sellers then informed the Board that the Administrative Office recommends that the Board approve the formation of the Committees, and the associated budgets as outlined in the Board Packets. Mayor Kathy Short made a motion to approve the formation of the Committees and the associated budgets as outlined in the Board Packet. Second to the motion was made by Lincoln City Council President Judy Casper. Motion Carried.

Chair Cross passed the gavel to Kyla Sellers for the Administrative Office Report. Sellers updated the Board about the current HB5019, Oregon Rehousing Initiative, Youth Emergency Housing Assistance and Executive Order Shelter funding.

Sellers informed the Board that the first draft of the Permanent Structure Proposal for sustaining the Lincoln County Homeless Advisory Board was included in the Board packet and asked that the Board review the draft before the regularly scheduled Board meeting in August and come prepared to discuss.

Rod Cross opened the floor for public comment.

Cross adjourned the meeting.

Next Meeting: Wednesday, August 14, 2024, from 1 p.m. – 3 p.m.

**Establishing a Permanent Sustainable Structure for the
Lincoln County Homeless Advisory Board**

The following are options for creating a permanent sustainable structure for the Lincoln County Homeless Advisory Board. The Administrative Office has prepared three options for the Board to discuss:

1. LCHAB remains as is – dependent on grant opportunities.
2. LCHAB adopts a sliding scale dues structure, requiring all current members of the IGA to pay into the sustainability of the LCHAB.
3. LCHAB adopts a sliding scale dues structure that allows for a broader membership to share the financial burden of collaboratively addressing our local homelessness issues.
4. Adopt option #2 for the 2025/2026 budget cycle and explore option #3 for future consideration.

Option #1 - LCHAB remains as is – dependent on grant opportunities

This option includes using the existing remaining resources and grant funding to offset the remaining three (3) years of the Pilot initiative.

Option #2 - LCHAB adopts a sliding scale dues structure, requiring all current members of the IGA to pay into the sustainability of the LCHAB

The Lincoln County Homeless Advisory Board (LCHAB) will be structured as a dues-based intergovernmental organization. This structure will ensure sustainable funding and consistent participation from all municipalities and relevant stakeholders in Lincoln County.

Proposed Dues Structure for Municipalities in Lincoln County, Oregon

To establish a dues structure for the municipalities within Lincoln County, we will consider the population size and budgetary capacity of each municipality. This structure aims to generate a total budget of approximately \$200,000.

Population Data (Approximate)

- Yachats: 800
- Waldport: 2,000
- Newport: 10,500
- Toledo: 3,500
- Siletz: 1,200
- Depoe Bay: 1,500
- Lincoln City: 9,000
- Lincoln County (Unincorporated areas): 21,000

Dues Structure

Tier 1: Small Municipalities (Population under 2,000)

- Yachats
- Siletz
- Depoe Bay

Annual Dues: \$5,000 each which would be three (3) municipalities x \$5,000 = \$15,000

Tier 2: Medium Municipalities (Population between 2,000 and 5,000)

- Waldport
- Toledo

Annual Dues: \$15,000 each which would be two (2) municipalities x \$15,000 = \$30,000

Tier 3: Large Municipalities (Population between 5,000 and 15,000)

- Newport
- Lincoln City

Annual Dues: \$30,000 each which would be two (2) municipalities x \$30,000 = \$60,000

Tier 4: County (Unincorporated areas)

- Lincoln County

Annual Dues: \$95,000

Summary of Dues

- Tier 1 (Small Municipalities): \$15,000
- Tier 2 (Medium Municipalities): \$30,000
- Tier 3 (Large Municipalities): \$60,000
- Tier 4 (County): \$95,000

Total Budget: \$15,000 + \$30,000 + \$60,000 + \$95,000 = **\$200,000**

Rationale Behind the Dues Structure

- Population Size: Larger municipalities with more residents have a higher capacity to contribute due to their larger tax base.
- Budgetary Capacity: The dues are scaled to ensure that the financial burden is proportional to the size and budget capacity of each municipality.
- Inclusivity: This structure ensures all municipalities, regardless of size, can participate and contribute to the overall effort to address homelessness in Lincoln County.

This dues structure is designed to create a sustainable funding model that supports the goals and operations of the Lincoln County Homeless Advisory Board while considering the financial capacities of each municipality.

Option #3 - LCHAB adopts a sliding scale dues structure that allows for a broader membership to share the financial burden of collaboratively addressing our local homelessness issues.

To effectively integrate service providers into a dues-paying IGA structure, it's important to create a framework that encourages participation and collaboration. Here's a step-by-step approach:

1. Identify and Engage Key Service Providers
 - List Potential Members: Identify service providers that play a critical role in addressing homelessness in Lincoln County, such as shelters, healthcare providers, mental health services, and employment agencies.
 - Initial Outreach: Send invitations to these providers to discuss the benefits of joining the IGA. Highlight the collaborative opportunities and resources available through LCHAB.
2. Define Membership Tiers and Benefits
 - Create Membership Tiers: Develop different tiers of membership based on the capacity of the service providers. Smaller organizations might pay lower dues compared to larger entities.
 - Outline Benefits: Clearly articulate the benefits of membership, such as access to pooled resources, influence on policy decisions, participation in coordinated funding applications, and enhanced service delivery through collaboration.
3. Establish a Collaborative Framework
 - Advisory Roles: Offer service providers advisory roles within the LCHAB, allowing them to contribute their expertise and insights into policy and program development.
 - Working Groups: Form working groups focused on specific issues (e.g., healthcare, housing, mental health) that include representatives from service providers. This fosters collaboration and ensures their voices are heard.

4. Develop a Dues Structure
 - Dues Calculation: Calculate dues based on the organization’s budget.
 - Ensure the dues are fair and reflect the value received from membership.
 - Flexible Payment Options: Provide flexible payment options, such as quarterly or bi-annual payments, to make it easier for service providers to manage their financial commitments.
5. Amend the IGA
 - Draft Amendments: Prepare amendments to the existing IGA to include the new dues-paying structure and membership provisions for service providers.
 - Legal Review and Approval: Ensure the amendments are reviewed by legal counsel and approved by all current IGA members.
6. Onboarding and Orientation
 - Membership Orientation: Organize orientation sessions for new service provider members to familiarize them with LCHAB’s operations, goals, and processes.
 - Integration Support: Provide ongoing support to help service providers integrate into the new structure, including access to resources, training, and networking opportunities.

Example Dues Structure

This option’s structure involves the following dues paid by service providers in addition to the dues paid by the municipalities mentioned under Option #2.

The criteria for determining service provider size would be their annual budget. The structure would be as follows:

- Small: Budget Less than \$250,000 Dues \$500 annually
- Medium: Budget \$250,000 to \$1,000,000 Dues \$1,000 Annually
- Large: Budget Over \$1,000,000 Dues \$2,500 Annually

This structure will ensure that all service providers, regardless of size, can participate and contribute to the efforts of the LCHAB while benefiting from the collaboration and shared resources.

Collaborative Funding Updates

Note: Blue text is unchanged from the previous report. Black text is new.

HB4123 for a Consolidated Response to the Unhoused in Lincoln County

The Lincoln County Homeless Advisory Board is the local planning group for the HB4123 Pilot. The organization has created a strategic plan and is now acting on recommendations to strengthen a coordinated regional-wide response to the issue of the lack of housing and shelter. One of the strategies is to financially support key programs that align with the mission of LCHAB. To date, LCHAB has expended the following:

Morant McLeod Strategic Planning Consultant.....	\$200,000 (2023)
Housing Authority of Lincoln County contract to Administer the Office of LCHAB.....	\$100,000 (2023)
Housing Authority of Lincoln County contract to Administer the Office of LCHAB.....	\$208,000 (2024)
LCHAB Committee Budgets	\$34,750 (2024)
	Committed to Date: \$542,750
	Remaining: \$442,750

HB5019 for Rapid Rehousing & Sheltering

Last year Oregon Housing and Community Services awarded **Lincoln County \$856,179** for rapid rehousing and sheltering work through a Community Plan. The funds are administered by the Housing Authority of Lincoln County. Twelve organizations are subgrantee recipients of the funding. To date, \$324,240.61 has been distributed per the grant agreements.

Oregon Rehousing Initiative (ORI)

- \$39 million from SB 5701 to be used for a statewide rehousing program, including longer term rental assistance. **Lincoln County has been awarded \$502,670.36.**
- Housing placements made by June 30, 2025, with funds expended through the 2025-27 biennium to allow for up to 24 months of rental assistance per household.
- Grantees include:
 - 10 MAC Groups named in EO 24-02
 - 13 Local Planning Groups across the Balance of State
 - 25% set-aside for Culturally Responsive Organizations
- The lead agency grant agreement was signed June 25, 2024. Subgrantee awards will be established in the next few months.

Youth Emergency Housing Assistance (YEHA)

The Youth Emergency Housing Assistance Program or Youth EHA is funded by a legislative appropriation of \$5 million in one-time funding to OHCS in General Funds through HB 2001 and HB 5019 during the 2023-25 biennium to increase services and assistance to school-aged, K-12 children or their families who are experiencing homelessness or are at risk of experiencing homelessness. The general funds were directed to be deposited into the Emergency Housing Account Other Funds account to support use for long term rent assistance. **Lincoln County has been awarded \$964,625** in funds to support these initiatives. The Housing Authority of Lincoln County (as the Lead Agency for the Lincoln County Homeless Advisory Board) solicited applications from regional providers for the distribution of these funds and forwarded a community plan that included 11 organizations. OHCS is still finalizing the lead agency contracts based on that information. No update since June.

Executive Order Shelter Funding

Funding from SB 5511 will sustain investments through the biennium and support newly-added shelter beds, street outreach, unit access, long term rental assistance, and homelessness prevention efforts:

- \$65 million to MAC Groups to sustain shelter, unit access and street outreach.
- \$39.7 million to CoCs in EO regions to provide long-term rental assistance and services to individuals rehoused through emergency response funds.
- \$55 million to prevent homelessness for additional households, with 30% set aside for culturally specific partners to be distributed statewide.

Since the July meeting, OHCS has confirmed that it is able to provide gap operational funding for the following shelters and is preparing a contract with the Housing Authority as the lead agency for funding distribution.

- Coastal Phoenix Rising
- Community Shelter & Resource Center (one form is for two locations – Newport & Lincoln City)
- Don's Place in Yachats
- Hope Center

There are four other organizations that OHCS is requesting additional information for to ensure that they can meet the funding criteria:

- My Sister's Place (My Safe Place)
- Nate's Place
- St. Stephen Episcopal Church & St. Luke by the Sea Episcopal Church
- Youth TIDES Shelter

One shelter has been sent back as ineligible for these funds because its program is not low barrier.

- Samaritan House shelter

Lincoln County Homeless Advisory Board

Committee Descriptions

Equity and Inclusion Committee

The Equity and Inclusion Committee is dedicated to ensuring that all voices are heard, especially those with lived experience of homelessness. Our goal is to bring together service providers who work closely with unhoused populations, including people of color, seniors, individuals with disabilities, and LGBTQ+ communities. This committee will outline how the Homeless Advisory Board collaborates with these service providers to gather informed insights on the barriers to housing. By doing so, we aim to create more inclusive and equitable solutions to address homelessness in Lincoln County.

Committee Goals

1. Organize and implement a quarterly Resource Fair in the South County area (not limited to homelessness services).
2. Apply for and organize a grant program to offset local organizational costs related to becoming more culturally responsive (signage, translations services, training, etc.).
3. Develop resource materials in partnership with LGBTQIA2S+ liaisons to increase awareness of housing obstacles and overcome barriers for this community.

Workplan Phase in Progress

Recruitment and Formation

- Recruit committee members, aiming for 7-9 individuals, including those with lived experience, service providers, and representatives from diverse populations (people of color, seniors, individuals with disabilities, LGBTQ communities).
- Hold an initial meeting to introduce members, discuss goals, and outline the year's plan.
- Orient Committee members of work done under the equity workstream in the Re!nstitute 100-Day Challenge.

Invited:

- *Rick Booth, South County Resources, Waldport City Councilor, LCHAB liaison*
- Reyna Brown, Oregon Department of Human Services
- Woody Crowbar, Lincoln County School District, McKinney Vento Liaison
- Robb Davis, Project Bravery/Olalla Center
- Eva Gonzalez, Centro de Ayuda and Housing Authority of Lincoln County
- Rev. Judith Jones, National Alliance of Mental Illness-Lincoln County, St. Stephens & St. Luke's Episcopal Churches

Assisting with Representative Referrals:

- Alicia Bublitz, Samaritan Health/IHN CCO
- Mindy Switter, Confederated Tribes of the Siletz Indians

Community Outreach and Engagement Committee

The Community Outreach and Engagement Committee is focused on building strong connections between the Lincoln County Homeless Advisory Board and the broader community. Our goal is to raise awareness about homelessness, foster community involvement, and create partnerships that drive effective solutions. This committee will work on developing outreach strategies, organizing community events, and facilitating communication between the board, the unhoused population, and local residents. By engaging the community, we aim to foster a collaborative environment where everyone can contribute to addressing homelessness in Lincoln County.

Committee Goals

1. Review and update list of Lincoln County private landlords
2. Create opportunities for landlord engagement with the goal of increasing the affordable housing stock (refer to Polk County)
3. Assist the Administrative Office by creating positive timely messaging for Board representatives to take back to their respective city councils.

Workplan Phase in Progress

- Recruit committee members, aiming for 7-9 individuals.
- Hold an initial meeting to introduce members, discuss goals, and outline the year's plan.
- Orient Committee members of work done in the Re!nstitute 100-Day Challenge.

Recommended Committee

- *Liesl Eckert, Community Services Consortium and LCHAB liaison*
- Jennifer Beckner, Lincoln County Health & Human Services
- Chantelle Estess, Community Shelter and Resource Center
- Jordan Gabilondo, TIDES Youth Shelter
- Irma Jimenez, Housing Authority of Lincoln County
- Shiela Stiley, Northwest Coastal Housing
- Jamelle Villareal, Agape Respite Center

Seeking referrals for/from:

- Private Landlord/Management Company
- Mindy Switter, Confederated Tribes of the Siletz Indians

Policy and Funding Coordination Committee

The Policy and Funding Coordination Committee is dedicated to aligning policy and funding efforts across city, county, regional, and state levels. The Lincoln County Homeless Advisory Board (LCHAB) is unique in its Intergovernmental Agreement and active participation from all area municipalities and the community action agency. This committee will establish a workgroup consisting of municipality planning and development professionals to identify and leverage existing partnership opportunities. By coordinating these efforts, we aim to streamline resources and policies to effectively address homelessness in Lincoln County.

Committee Goals

1. Coordinate and Align Housing & Homelessness Funding Sources
2. Enhance Intergovernmental Collaboration
3. Implement Regional Capital Improvement Projects
4. Promote Data-Driven Decision Making

Workplan Phase in Progress

- Recruit committee members, aiming for 7-9 individuals, including municipality planning and development professionals.
- Hold an initial meeting to introduce members, discuss goals, and outline the year's plan.

Recommended Committee

- *Rod Cross, City of Toledo and LCHAB liaison*
- Dann Cutter, City of Waldport
- Kaety Jacobson, Lincoln County
- Daphnee Legarza, City of Lincoln City
- Lisa Norton, Confederated Tribes of the Siletz Indians
- Paul Schuytema, Economic Development Alliance of Lincoln County
- Derrick Tokos, City of Newport
- Karl Vertner, Lincoln County Sheriff's Office