

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

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The meeting was called to order at 1:07 PM by Chair Claire Hall. Hall initiated roll call for the representatives:

**Attendees:**

City of Lincoln City, Judy Casper, Council President  
City of Newport, Cynthia Jacobi\*  
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, Pegge McGuire, Executive Director  
Lincoln County, Claire Hall, Commissioner  
\*alternates

**Ex officio attendees:**

City of Lincoln City, Daphnee Legarza, City Manager  
City of Waldport, Dann Cutter, City Manager  
Housing Authority of Lincoln County, Karen Rockwell, Executive Director  
Housing Authority of Lincoln County, Kyla Sellers, LCHAB Program Manager

The minutes from March 13, 2024, were reviewed. There were no corrections or additions. Minutes were approved as presented.

Chair Hall went on to agenda item 4 – Election of leadership. Per the Bylaws, the Board must establish its leadership for the remainder of the calendar year. Judy Casper nominated Rod Cross and Claire Hall as Co-chairs. Second to the motion was made by Rick Booth. Motion Carried.

Chair Hall passed the gavel to Karen Rockwell to go over some housekeeping items. Rockwell led with agenda item 5b – Public Meeting Law Orientation. Rockwell brought the Board’s attention to page 4 in their packets which included a summary, created by Business Oregon, of items to keep in mind when considering public meetings. While on this topic Rockwell directed the Board’s attention to page 6 of the Board packet showing the appointed representatives and Ex-officio representatives of the Board who, if recognized by the co-chair, may participate during the meetings. Invited guests may participate during their allotted time. Rockwell asked the Board to decide on how to include public comment moving forward. The Board discussed different alternatives and reached a unanimous decision to allow public comment that relates

to the agenda at the beginning of every Board meeting (but capped at 3 minutes per person) and to allow public comments not related to agenda items at the end of the meetings (also capped at 3 minutes per person).

Rockwell informed the Board that an administrative correction was made to the February 14 Lincoln County Homeless Advisory Board minutes. The corrected Minutes have been posted to the LCHAB.org website.

Rockwell moved on to open the Lincoln County Winter shelter Panel. The panel consisted of:

- Joshua Blomquist, COO of Helping Hands, Hope Center
- Chantelle Estess, Community Shelter & Resource Center Manager and
- Jayne Romero, Director, Lincoln County Department of Health and Human Services
- Representatives from Don's Place at Yachats Presbyterian Church

Rockwell facilitated the panel where the invited guests informed the board about their organizations and this past winter season emergency winter sheltering operations. Included in the Board packet was a funding request submitted from the Helping Hands Hope Center and the Lincoln County Community Shelter and Resource Center. The invited guests verbally presented the funding requests to the Board as Rockwell added that the Board will be asked to vote on the requests a future Board meeting. Rockwell then opened the floor to a Q&A between the Board the invited speakers.

Rockwell passed the gavel to Executive Director Pegge McGuire to update the Board on the Tri-County Continuum of Care efforts. At this time the preliminary requirements have been met and HUD will be assigning technical assistance to the Tri-County effort to assist in the change. McGuire did disclose that the next HUD NOFO will not be until 2027 which means that unfortunately the complete removal of Lincoln County from the Rural Oregon Continuum of Care (ROCC) and the registration as a Tri-County CoC is unable to take effect till then.

Rockwell went on to remind the Board of two important upcoming events: The Rural HB4123 Summit, happening Monday April 15, 2024, in Salem and the League of Oregon Cities Spring Conference happening Friday April 16, 2024, in Klamath Falls.

Rockwell led the Board's attention to agenda item 7d, regarding the establishment of a workgroup consisting of municipality planning and development professionals to reach goal 3 of the 5-year strategic plan. Rockwell requested that the representatives of the Board confirm with the LCHAB Administrative Office who their municipal members for the workgroup should include.

Rod Cross opened the floor for public comment.

Cross adjourned the meeting.

**Next Meeting:** Wednesday May 8, 2024 from 1 p.m. – 3 p.m.