

COMMUNITY ACTION BOARD
December 7, 2022 Meeting Minutes
Meeting held virtually via Zoom
7:30 AM – 9:00 AM

FACILITATOR		Marya Choudhry			
NOTE TAKER		Amy Kelsey			
P	Paul Edgar	P	Juana Hernandez	S	Brenda Durbin
P	Nicole Johnson	P	Stephanie Hollingshead	S	Teresa Christopherson
P	Sonia Agnew	P	Marya Choudhry		
P	Martha Spiers				
E	Richard Sheldon				

P-Present, A -Absent, E-Excused, S-Staff, O-Other Attendee

ITEMS / ISSUES	DISCUSSION
Meeting Called to Order:	Marya called the meeting to order at 7:30 a.m.
EFSP Phase 40 CAB Recommendations	<p>Teresa Christopherson, Administrative Services Manager for Clackamas County Social Services shared the EFSP Funding Allocations for Phase 40.</p> <p>Background Emergency Food & Shelter Program (EFSP) funds support the critical safety net in Clackamas County by providing much needed emergency food, shelter and rental assistance to vulnerable families and individuals. These funds, which have been in the community for more than 25 years, help provide a safety net to protect the most economically vulnerable.</p>

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	<p>EFSP is preparing to launch its <i>Phase 40 funding cycle</i>, which will operate concurrently with Phase 39 and the ARPA awards, other than an extended spend-out date to November 1, 2023, (Phase 39 and ARPA must be spent by 4/30/23). Clackamas County anticipates receiving \$146,843 in Phase 40 funds to distribute within Clackamas County. The Community Action Board (CAB) provides guidance on the amount the county designates to specific allocation categories – Mass Shelter, Food, and Rental Assistance.</p> <p>Previous CAB Recommendations</p> <table><tr><th>Phase 36</th><th>Phase 37</th><th>Phase 38</th></tr><tr><td><ul style="list-style-type: none">• 38% Mass Shelter• 41% Food• 21% Rental Assistance</td><td><ul style="list-style-type: none">• 41% Food• 30% Mass Shelter• 29% Rental Assistance</td><td><ul style="list-style-type: none">• 41% Food• 30% Mass Shelter• 29% Rental Assistance</td></tr><tr><td>Total Funds: \$153,438</td><td>Total Funds: \$129,058</td><td>Total Funds: \$170,237</td></tr></table> <p>For Phase 39 and ARPA, these recommendations were made evaluating the total funding available</p> <table><tr><th>Phase 39</th><th>ARPA</th></tr><tr><td><ul style="list-style-type: none">• 50% Mass Shelter• 50% Rental Assistance</td><td><ul style="list-style-type: none">• 40% Food• 10% Mass Shelter• 50% Rental Assistance</td></tr><tr><td>Total Funds: \$149,615</td><td>Total Funds: \$462,426</td></tr></table> <p>Allocation Decision The CAB Board needs to make a recommendation to the EFSP board before 12/15/22. Staff would like to make the following recommendation for discussion:</p> <p>Phase 40 Percentage Allocations 25% - Mass Shelter 50% - Rental Assistance 25% - Food</p>	Phase 36	Phase 37	Phase 38	<ul style="list-style-type: none">• 38% Mass Shelter• 41% Food• 21% Rental Assistance	<ul style="list-style-type: none">• 41% Food• 30% Mass Shelter• 29% Rental Assistance	<ul style="list-style-type: none">• 41% Food• 30% Mass Shelter• 29% Rental Assistance	Total Funds: \$153,438	Total Funds: \$129,058	Total Funds: \$170,237	Phase 39	ARPA	<ul style="list-style-type: none">• 50% Mass Shelter• 50% Rental Assistance	<ul style="list-style-type: none">• 40% Food• 10% Mass Shelter• 50% Rental Assistance	Total Funds: \$149,615	Total Funds: \$462,426
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	<p>Sonia reviewed the Oregon Food Bank’s website and shared with CAB how the Oregon Food Bank prioritizes distributing the following types of boxes: one that has fresh produce, one that has a mix of dairy products, and one that has precooked meat.</p> <p>Stephanie would like to see the bulk of the funding allocated to rent assistance.</p> <p>Marya asked about additional flexibility with funding allocations outside of the food, rent and shelter buckets. Could childcare be an option?</p> <p>Teresa it does not have to be within these 3 buckets. There are other buckets that can be funded, but what we have found with our experience with this funding source is that these are the 3 buckets that have the least burden, some administrative requirements associated with them. The documentation and reporting requirements for the other categories make them essentially prohibitive.</p> <p>Paul is interested in a quantitative count of people in each of these categories’ in an effort to be effective and targeting those monies to the streets where it is needed.</p> <p>Teresa will provide some numbers back to CAB about the number of households served.</p> <p>Martha asked which of the monies flow through social services and requested clarification around the administrative allocation, and whether it’s the same between county and nonprofits.</p> <p>Teresa dollars that are flowing through social services at this time are the mass shelter dollars.</p> <p>A motion made by Paul to move forward with a 50/50 split between food and shelter, and seconded by Martha and approved by the Board. (Stephanie refrained from voting due to a conflict of interest.)</p>
Warming Center Budget and Utilization Review	Brenda Durbin , Clackamas County Social Services Director provided a review of the warming center budget and utilization.

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	<p>Extreme Weather Center Budget Narrative prepared for CAB December, 2022.</p> <p>Revenue</p> <p><u>OOTC – Out of the Cold</u> State General Fund No guarantee that these funds will be renewed past 6/30/23.</p> <p><u>ESG CV2 – Emergency Shelter Grants Covid</u> Federal funds allocated under Covid relief These are one-time only funds</p> <p><u>SHAP – State Housing Assistance Programs</u> Biennial allocation of state general funds provided to Community Action Agencies via statewide formula. Historically these funds have been used to support two emergency shelters; Annie Ross House and Clackamas Women’s Services. These two organization now receive a much larger allocation of Metro Supportive Housing Funds. In future years, these funds will be needed to support Extreme Weather Centers if the OOTC funds are not renewed. SHS funds are not available to support shelters outside of the Urban Growth Boundary. The current plan this year is to add these funds to the EFSP shelter agreements.</p> <p><u>CGF – County General Fund</u> The county has provided a small allocation of general fund to support EWC for a number of years. These funds allow Social Services to pay the bednight rate if unhoused people access EWC.</p> <p><u>ARPA – American Rescue Plan Act</u> Will be used to pay for motel stays for especially vulnerable houseless people. Can be spent through 2026.</p> <p>Expenses</p> <p><u>Bednight rate</u> EWC paid based on the number of people who access services each night and/or day.</p> <p><u>Volunteer Coordination</u></p>

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	<p>This is a relatively new service that Social Services is funding to ensure adequate volunteer support for the entire EWC network</p> <p><u>Behavioral Health Support</u> The Father's Heart has trained staff who provide on call mental health and de-escalation support when EWC are activated</p> <p><u>County Staff Support</u> Extended periods of EWC operations can strain community volunteer capacity. Over 20 county staff have indicated an interest in helping out. These staff must be paid, often overtime.</p> <p><u>One time increase in bed night rate, and extra funding for Father's Heart so that they can extend their opening hours (proposed)</u> The OOTC allocation allows Social Services to increase the bed night rate for the current fiscal year</p> <p><u>Volunteer Stipend (proposed)</u> This would also be a one-time increase, paid with OOTC, to support volunteers who take overnight shifts</p> <p><u>Cots for Canby</u> Social Services can pay for other capital expenses this current year, as needed.</p> <p><u>CWS and Annie Ross House</u> One time SHAP payment. See explanation above.</p> <p><u>Motel Shelter for H Pod</u> Short-term motel stays for recently accepted program participants to establish some stability during housing search.</p> <p><u>E Silver Salary</u> A portion of Erika Silver's salary paid with SHAP admin funds.</p>

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	<p><u>Damages to hotel rooms</u> It happens</p> <p><u>ARPA short-term shelter</u> See above</p> <p><u>Unbudgeted Funds</u> A little more than \$1 Million is unbudgeted at this time. Staff are working on a proposal to establish a short-term motel shelter program.</p> <p>Brenda provided CAB with the H3S Extreme Weather Shelter FY23 Budget for Warming, Cooling and Smoke, along with the warming center guest counts for November and first 4 days in December 2022</p> <p>Marya would like to talk a bit more about warming shelters and funding and efforts to encourage additional organizations to be a part of it. Encouraging new organizations to participate was also related to how we might think about encouraging other religious organizations (e.g. temples, mosques, etc.) and/or charitable organizations to consider opening up shelters. Just from an equity standpoint.</p> <p>Placeholder added to the January 4th CAB meeting for additional discussion.</p>
OPH Question & Answer with Amy Coven	<p>Due to technical difficulties, this discussion tabled until January 4th. Presenter Amy Coven amy.coven2@dhsosha.state.or.us</p>
Member Update	No Member Comments
Public Comment	No Public Comments
Next Meeting:	<p>January 4, 2023, 7:30am – 9:00am via Zoom. http://www.clackamas.us/socialservices/committee_cab.html</p>