



Date **October 20, 2020**

To: **Housing Authority Board**

From: **Jill Smith, Director of Housing and Housing Services**

Re: **Clackamas County recommendations to serve on the Regional Supportive Housing Oversight Committee for Measure 26-210 (Supportive Housing Services Measure)**

Background on the Supportive Housing Services Program

On May 19, 2020, voters in the greater Portland region approved a measure to raise money for supportive housing services for people experiencing homelessness or at risk of experiencing homelessness. Community members and leaders from around the region developed the measure to provide the much-needed housing and wraparound services to effectively and permanently elevate people out of homelessness.

The ballot measure will fund a new Supportive Housing Services Program that will provide services for as many as 5,000 people experiencing prolonged homelessness with complex disabilities, and as many as 10,000 households experiencing short-term homelessness or at risk of homelessness. The program is guided by a commitment to lead with racial equity by especially meeting the needs of Black, Indigenous and people of color who are disproportionately impacted by housing instability and homelessness.

Implementation of the program will be guided by the following principles:

- Strive toward stable housing for all;
- Lead with racial equity and work toward racial justice;
- Fund proven solutions;
- Leverage existing capacity and resources;
- Innovate: evolve systems to improve;
- Demonstrate outcomes and impact with stable housing solutions;
- Ensure transparent oversight and accountability;
- Center people with lived experience, meet them where they are and support their self-determination and well-being;

Healthy Families. Strong Communities.

- Embrace regionalism: with shared learning and collaboration to support systems coordination and integration; and
- Lift up local experience: lead with the expertise of local agencies and community organizations addressing homelessness and housing insecurity.

The Supportive Housing Services Program is guided by regional goals and oversight but implemented by Local Implementation Partners who are best positioned to respond to community needs. The program will directly fund Clackamas, Multnomah and Washington counties to invest in local strategies to meet the supportive housing and service needs in their communities.

Regional Oversight Committee's Purpose and Authority

The purpose of the Regional Oversight Committee is to provide program oversight on behalf of the Metro Council to ensure that investments achieve regional goals and desired outcomes and to ensure transparency and accountability in Supportive Housing Services Program activities and outcomes.

The committee is charged with the following duties:

- Evaluate Local Implementation Plans, recommend changes as necessary to achieve program goals and guiding principles, and make recommendations to Metro Council for approval;
- Accept and review annual reports for consistency with approved Local Implementation Plans and regional goals;
- Monitor financial aspects of program administration, including review of program expenditures; and
- Provide annual reports and presentations to Metro Council and Clackamas, Multnomah and Washington County Boards of Commissioners assessing performance, challenges and outcomes.

Committee Membership

The committee is composed of 15 voting members (5 members each from Clackamas, Multnomah and Washington counties), appointed by the Metro Council President subject to Metro Council confirmation.

The committee's members represent a diversity of perspectives, geography, demographics, and personal and professional experience, including people with lived experience of homelessness or housing instability. Stipends, childcare, technical assistance, interpretation, accessibility assistance and other supports for participation are available.

The Metro Council President will designate at least one member to serve as chairperson of the committee or may elect to designate two members to serve as co-chairpersons of the committee.

- **Terms of service:** Nine of the initial committee members will be appointed to serve a one-year term and may be reappointed to serve up to two additional two-year terms. All other committee members will be appointed to serve two-year terms and may be reappointed to serve up to two additional two-year terms. The committee will be dissolved in 2031 or upon the issuance of a final report by the committee after all funds authorized by Ballot Measure 26-210 have been spent, whichever is earlier.
- **Attendance:** The committee will meet no fewer than four times a year. Meetings will be more frequent in the first year, and at least quarterly throughout program implementation. In the interest of maintaining continuity in discussions, members commit to attending all meetings unless they are prevented from doing so by reasonable excuse. Committee members will notify staff ahead of meetings if they are unable to be present, and will read materials and request briefings from staff on the information presented, deliberations and outcomes of the meeting. The committee will not use alternates or proxies.

Jurisdictional Representation

One representative from each of the following will participate on the committee as non-voting delegates:

- Metro Council
- Clackamas County Board of Commissioners
- Multnomah County Board of Commissioners
- Washington County Board of Commissioners
- Portland City Council

Chairperson(s) Role

Responsibilities of the committee chairperson(s) include:

- Allows facilitator to lead discussions and keep the group to time/task.
- Participates in committee discussions and forming committee recommendations.
- Starts and ends meetings on time unless the group agrees to extend the meeting time.
- Provides guidance (if needed) on content and ideas to meet the committee goals.
- Encourages consensus decision making.
- Leads discussions when all attempts at reaching consensus have been exhausted.
- May speak for the committee in any public requests for comment.

- Participates in development of meeting agendas, in coordination with Metro staff and facilitator

Facilitator Role

As necessary, a facilitator may be used. The facilitator's role includes the following responsibilities:

- Draft meeting agendas and compile meeting materials in coordination with Metro staff.
- Facilitator has no stake in the outcome of the meeting.
- Does not evaluate or contribute content ideas.
- Keeps the group focused on the agreed upon time/task.
- Makes suggestions about alternative methods and procedures to achieve consensus.
- Encourages participation from all group members.
- Helps the committee find solutions that meet everyone's needs.

Accountability

All committee meetings and materials will be available and accessible to the public, and appropriate notice will be given to inform all interested parties of the time, place and agenda of each meeting.

Committee members are considered public officials under Oregon law and are responsible for complying with provisions in Oregon law, including:

- **Use of position:** Committee members are prohibited from using or attempting to use their position (including access to confidential information obtained through their position) to obtain a financial benefit for themselves, for a relative or for a business with which the member or relative is associated.
- **Conflicts of interest:** Committee members must publicly announce any potential or actual conflicts of interest on each occasion that they are met with the conflict. A conflict of interest occurs when a member's official actions on the committee could or would result in a financial benefit or detriment to themselves, a relative or a business with which the member or relative is associated. In the case of an actual conflict of interest, committee members must refrain from participating in any discussion or taking any action on the issue.
- **Restrictions on political activity:** Committee members may not engage in campaign-related political activity during committee meetings or while working in an official capacity as a committee member. Restricted activities include promoting or opposing candidates, ballot measures or political committees.
- **Public records and meetings:** Committee members are subject to the provisions of Oregon Public Records and Meetings Law. All committee meetings and records shall be open and available to the public. This includes discussions of committee business by email or in gatherings of a quorum of committee members outside of regular committee meetings.

Metro Regional Oversight Committee for Supportive Housing & Services Measure Recommendations

Overview:

The Metro Regional Oversight Committee for Supportive Housing is composed of 15 voting members (5 members each from Clackamas, Multnomah and Washington counties), appointed by the Metro Council President subject to Metro Council confirmation. The committee's members must represent a diversity of perspectives, geography, demographics, and personal and professional experience, including people with lived experience of homelessness or housing instability. Stipends, childcare, technical assistance, interpretation, accessibility assistance and other supports for participation are available.

Terms of service:

Nine of the initial committee members will be appointed to serve a one-year term and may be reappointed to serve up to two additional two-year terms. All other committee members will be appointed to serve two-year terms and may be reappointed to serve up to two additional two-year terms. The committee will be dissolved in 2031 or upon the issuance of a final report by the committee after all funds authorized by Ballot Measure 26-210 have been spent, whichever is earlier.

Recruitment:

Applications for the Regional Oversight Committee were opened on the Metro Supportive Housing Services Website on September 11, 2020. Metro sent out an invite to apply to their interested parties list which includes approximately 1200 contacts across the Metro region and requested they share it out to community partner groups, organizations and colleagues. PGA sent an email with the information to the H3S list in Constant Contact promoting both the regional opportunity, and the call for applicants for the local steering committee. Most of the county channels were restricted during the recruitment period due to the wildfires, so we were unable to promote on social media. Due to the wildfires and communication being prioritized, staff did considerable outreach by distributing the application materials and making numerous phone calls including our partner agencies and members of the Continuum of Care. Outreach was done electronically and via phone calls. Recruitment closed on the Metro Website on Friday, October 2, 2020. A total of 129 applications were received by Metro for all three counties for the Regional Oversight Committee. Clackamas County received 32 applications, Washington County received 29 applications and Multnomah received 68 applications. One application sent by Metro to Clackamas County was declined due to the applicant not meeting the requirement to live or work in Clackamas County.

Evaluation of Applicants:

All 31 of the accepted Clackamas County applications were reviewed by HACC Staff and evaluated based on the requirements of the Regional Oversight Committee and the Clackamas County Local Priorities below.

Supportive Housing and Services Measure Committee requirements:

- Person of color
- Has Lived experience of homelessness
- Experience overseeing, providing or delivering supportive housing services
- Experience the development and implementation of supportive housing and other services
- Experience in the delivery of culturally specific services
- Private for profit sector
- Philanthropic sector
- Represent communities of color, indigenous communities, people with low incomes, immigrants and refugees, the LGBTQ+ community, people with disabilities, and other underserved and/or marginalized communities
- Represents a continuum of care organization.

Clackamas County Local Priorities:

- Residents of Clackamas County
- People of color
- People with lived experience
- Consider conflicts of interest

HACC staff conducted phone interviews with the top 10 candidates based on the information provided on the applications. Scores from the interviews were added to the overall scoring sheet. The list was then narrowed to the top 7 candidates and candidates were given an overall ranking 1-7 based on information the candidate provided on the application and the phone interview with HACC staff combined.

Final Recommendations:

The recommendations for the 7 candidates in ranking order to submit to Metro for the 5 Clackamas County seats on the Regional Oversight Committee are as follows:

1. Kathi Wai - ID 116
2. Mandrill Taylor – ID 110
3. Seth Lyon – ID 64
4. Dan Fowler – ID 33
5. Gabrille Bates – ID 94
6. Amber Hatkoff – ID 11
7. Peter Rosenblatt – ID 40

The Board of County Commissioners could select other candidates or require further recruitment.

Please sign as appropriate indicating that a matrix and all applications are attached. The material has been reviewed by the appropriate signing authority, and the packet is ready for consideration by the HACC Board.

Liaison signature _____

Date: _____

Division approval _____

Date: _____

Department approval _____

Date: _____

Matrix for All Applicants for Metro Regional Oversight Committee for Supportive Housing and Services - Clackamas County														
ID	Name	Last	Residence	Employment	Employer	A	B	C	D	E	F	G	H	I
6	Ray	Atkinson	Clackamas	Clackamas	Clackamas Community College					x			x	
8	Nicole	Bailey	Clackamas			x						x		
11	Gabbrielle	Bates	Clackamas				x	x				x	x	
13	Doug	Bennett	Clackamas				x	x		x	x	x	x	
14	Jim	Bernard	Clackamas	Clackamas	Clackamas County			x						
21	Tiffany	Chapman	Clackamas	Multnomah	Family Forward	x	x			x				
22	Valerie	Chapman	Clackamas					x				x		
23	Jesse	Christopherson	Clackamas	Clackamas	Milwaukie Lutheran Church					x		x		
29	Lynne	Deshler	Clackamas	Clackamas	Self			x						
33	Dan	Fowler	Clackamas	Clackamas	Trace Development Corporation			x			x	x		
38	Audra	Hammerschmidt	Clackamas	Clackamas	Clackamas County Assessment & Taxation									
39	Mayor T. Scott	Harden	Multnomah	Clackamas	Ultimate Airstreams		x							
40	Amber	Hatkoff	Clackamas	Clackamas	MHA AO		x	x		x	x			
54	Susan	Keil	Clackamas								x	x		
55	Brenda	Kinoshita	Clackamas	Clackamas	Clackamas Women's Services		x						x	x
64	Seth	lLyon	Clackamas	Clackamas	Oregon Department of Human Services			x						x
66	John	Maher	Clackamas	Multnomah	Oregonian Media Group						x	x		
67	Gary	Majors	Clackamas	Multnomah	Keller Williams Realty Professionals			x			x	x		
75	Shelley	McFarland	Clackamas	Clackamas	Pamplin Media						x			
77	Kristina	McNiece	Clackamas	Clackamas	Clackamas County Social Services		x	x						
82	Wilda	Parks	Clackamas		none		x				x	x	x	
84	Jay	Pearce	Clackamas	Multnomah	Providence Healthcare			x		x	x	x		
90	Jeremiah	Rigsby	Clackamas	Multnomah	CareOregon	x	x			x	x	x		
94	Peter	Rosenblatt	Clackamas	Clackamas	Northwest Housing Alternatives			x		x			x	
106	Kerri	Smith Slingerland	Clackamas	Multnomah	OHSU	x		x		x			x	
107	William	Stewart	Clackamas	Clackamas	Clackamas County DA's Office						x	x		
110	Mandrill	Taylor	Clackamas	Clackamas	Kaiser Permanente	x				x	x	x	x	
111	Samantha	Theising	Clackamas	Multnomah	CREA, LLC			x			x			
115	Michele	Veenker	Clackamas	Clackamas	NAMI Clackamas			x		x		x		
116	Kathy	Wai	Clackamas	Multnomah	Oregon Futures Lab	x	x	x		x			x	
119	Ann	Wilkinson	Clackamas	Clackamas	Next Step Strategies, Inc		x	x		x	x	x	x	

Key: A= Person of Color, B=Lived Experience, C=Experience overseeing, providing or delivering Supportive Housing Services, D= Experience in the Development and implementation of supportive housing and other services, F=Private-for-Profit Sector, G=Philanthropic Sector, H= Represents communities of color, indigenous communities, people of low incomes, immigrants and refugees, the LGBTQ+ community, people with disabilities, and other undeserved and marginalized communities, I= Represents the Continuum of Care