

May 20, 2021

Housing Authority Board of Commissioners  
Clackamas County

Members of the Board:

Requesting approval to apply for and accept grant funding, if awarded, from the Meyer Memorial Trust to ensure Diversity, Equity and Inclusion Training for Public Housing Authority Leaders

<b>Purpose/Outcomes</b>	Two years of DEI training for designees from 22 Public Housing Authorities in Oregon and SW Washington, including HACC.
<b>Dollar Amount and Fiscal Impact</b>	Maximum grant award of \$172,000. No County General Funds are involved.
<b>Funding Source</b>	Meyer Memorial Trust
<b>Duration</b>	One Time Grant for DEI training over Two (2) years
<b>Previous Board Action</b>	None
<b>Strategic Plan Alignment</b>	<ul style="list-style-type: none"> <li>Ensure safe, healthy and secure communities                             <ul style="list-style-type: none"> <li>○ Ensuring Access to Safe, Stable Housing</li> <li>○ Providing Equitable Access to Services</li> </ul> </li> </ul>
<b>Contact Person</b>	Jill Smith, Executive Director, Housing Authority 503-502-9278
<b>Contract No.</b>	N/A

**BACKGROUND:**

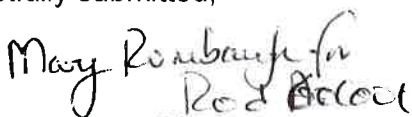
The Housing Authority of Clackamas County (HACC), a Division of Health, Housing and Human Services Department, requests approval to apply for and accept Meyer Memorial Trust grant funding for Diversity Equity and Inclusion (DEI) training for designees from 22 Public Housing Authorities (PHAs) in Oregon and SW Washington, including HACC. Jill Smith is serving as the President of the Housing Authorities of Oregon this year and has offered HACC to serve as the fiscal entity for accounting and reporting purposes only in the event the application is successful.

Collectively, the 22 agencies of the Housing Authorities of Oregon (HAO) are the largest providers of affordable housing to seniors, people living on extremely low and low incomes, people with disabilities and veterans in Oregon. With the exception of a few larger agencies, many PHAs do not have adequate access to DEI training. Agency leaders are overwhelmed by the cost to hire consultants to fully understand and address the deep systemic racism and unconscious bias that exists in their current systems. This grant from Meyer Memorial Trust will create an intentional space for PHA leaders to work collaboratively on creating more equitable systems across the state.

**RECOMMENDATION:**

Staff recommends the HACC Board's approval to apply for and accept funding, if awarded, for the Meyer Memorial Trust DEI Grant and recommends the Board authorize Jill Smith, HACC Executive Director, to sign all documents related to this grant.

Respectfully submitted,



Rod Cook, Interim Director

May 20, 2021

Housing Authority Board of Commissioners  
Clackamas County

Members of the Board:

Requesting approval to apply for a Public Housing Safety & Security (Crime & Safety) Grant

<b>Purpose/Outcomes</b>	Approval to apply for a grant for not to exceed \$250,000 to be used to purchase cameras and monitoring systems to be placed within public housing properties to help deter crime.
<b>Dollar Amount and Fiscal Impact</b>	Maximum grant award of \$250,000 for initial capital expenditures to set up the security system with ongoing monitoring costs paid through Public Housing Operating Budget funded by HUD. No County General Funds
<b>Funding Source</b>	U.S. Department of Housing & Urban Development Funds
<b>Duration</b>	One Time One Year Grant
<b>Previous Board Action</b>	None
<b>Strategic Plan Alignment</b>	1. Ensure safe, healthy and secure communities
<b>Contact Person</b>	Jill Smith, Executive Director, Housing Authority 503-502-9278
<b>Contract No.</b>	N/A

**BACKGROUND:**

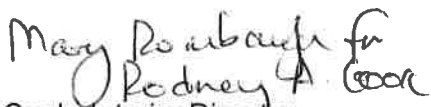
The Housing Authority of Clackamas County (HACC), a Division of Health, Housing and Human Services Department, requests approval to apply for the U.S. Department of Housing and Urban Development (HUD) Safety & Security (Crime & Safety) grant for Public Housing.

HUD is allowing Public Housing Authorities to apply for this grant as a one-time source to implement new Security systems/cameras including digital video recorders and secure Wi-Fi transmission of video signal to deter crime. This is a highly competitive grant and given the lower crime rates in our housing compared to more inner city Housing Authority's may make it unlikely we will get funded, but HACC is being proactive and wanting to curb a recent increase in drug and violent activity noted by our local police departments. HACC maintains the oldest public housing in the state of Oregon and we have made a preference to serve the homeless with reduced barrier to entry housing. Given the age of the property, we do not have the sophisticated new security systems that are now available and are quite expensive initially to implement. If granted the funds, we will be able to make the initial upfront investment in improving our security and make our properties safer for its residents.

**RECOMMENDATION:**

Staff recommends the HACC Board's approval to apply for the Safety & Security grant and recommends the Board authorize Jill Smith, HACC Executive Director, to sign all documents related to the grant application.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rodney A. Cook". The signature is written in black ink and is positioned above the printed name.

Rod Cook, Interim Director

May 20, 2021

Housing Authority Board of Commissioners  
Clackamas County

Members of the Board:

Approval of Amendment #1 to the Intergovernmental Agreement between  
the Housing Authority of Clackamas County and Social Services  
for a Full-time Case Manager for HACC Program Participants

<b>Purpose/Outcomes</b>	Approval of Amendment #1 to the Intergovernmental Agreement between the Housing Authority and Social Services for case management for those in HACC program participants
<b>Dollar Amount and Fiscal Impact</b>	Original contract amount \$120,000; Amendment #1 for and additional \$105,000 = total contract of \$275,000 over two (2) years 6 months.
<b>Funding Source(s)</b>	H3S Affordable Housing & Services Fund-County General funds
<b>Duration</b>	July 1, 2019 – December 31, 2021
<b>Previous Board Action</b>	Board approved IGA on May 16, 2019
<b>Strategic Plan Alignment</b>	<ol style="list-style-type: none"> <li>1. Ensure safe, healthy and secure communities</li> <li>2. Build public trust through good government</li> </ol>
<b>Counsel Review</b>	April 13, 2021
<b>Contact Person</b>	Jill Smith, HACC Executive Director (503) 742-5336
<b>Contract Number</b>	Contract No. 9247

**BACKGROUND:**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests approval to amend the Intergovernmental Agreement with Social Services, a Division of Health, Housing and Human Services Department, for the case manager for families participating in HACC programs.

The amendment, Amendment #1 for contract No.9247, extends the term of the agreement by 6 months, from July 1, 2021 through December 31, 2021 and the case management provided to residents from part-time to full-time. The increase in contract funding by \$105,000 will shift the level of service to full time retroactively to July 1, 2020 and will continue services to residents through December 31, 2021. It is anticipated that this position will be funded through an alternate source in 2022.

HACC program clients are selected from the wait list. Many are homeless and/or have high barriers and therefore are in need of intensive case management to be successfully housed. The Case Manager will work in collaboration with the Social Services Supportive Housing Team (“Housing Pod”). Most case management will take place at tenant units and in the community.

The scope of work for the case manager is as follows:

- Eligibility and Intake
- Documentation of Homelessness and compliance
- Housing Stability and Increasing Income
- Eviction Prevention

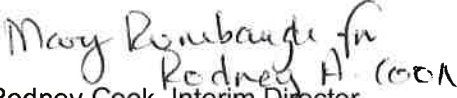
- Vulnerable residents will be connected to support services
- Advocacy for residents to navigate systems
- Tracking Interventions and outcomes, with the goal of supporting long term sustainability, collaboration between service systems, and to keep at risk residents in their housing and off the streets.

The funding source is County General Funds through the Affordable Housing & Services Fund Policy Level Proposal.

**RECOMMENDATION:**

Staff recommends the Board approve Amendment #1 to the Intergovernmental Agreement with Social Services for a full-time case manager to assist the residents of Public Housing. Staff recommends the Board authorize Jill Smith, HACC Executive Director, to sign the Amendment on behalf of the Housing Authority Board of Commissioners and Commissioner Tootie Smith, Chair to sign on behalf of the Board of County Commissioners.

Respectfully submitted,

  
Rodney Cook, Interim Director  
Health, Housing and Human Services

*Healthy Families. Strong Communities.*

2051 Kaen Road, Oregon City, OR 97045 • Phone (503) 650-5697 • Fax (503) 655-8677

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IGA Amendment #1 to Contract #9247 - PH Case Manager Packet - Page 2 of 4

**Intergovernmental Agreement**  
Between Housing Authority of Clackamas County and Social Services Division  
for the Public Housing Case Manager H3S Contract No. 9247

**CONTRACT AMENDMENT #1**

This Amendment #1 is entered into between **the Housing Authority of Clackamas County** (“HACC”) and Clackamas County, on behalf of its Social Services Department (“SSD”) and shall become part of the intergovernmental agreement (“Agreement”) entered into between both parties effective July 1, 2019.

The purpose of this Amendment #1 is to make the following changes to the Agreement, effective July 1, 2020:

**1. Article II, Scope of Cooperation**

**Section A, Subsection 2 is amended as follows:**

SSD shall provide a full time Case Manager to HACC, that will provide direct services to residents of Public Housing or other housing as applicable.

**2. Article III, Section A, is amended as follows:**

Budget and Terms of Payment for Services Rendered:

A. Budget: the cost of purchasing the services of full time case manager will be \$110,000 per year.

The extension, July 1, 2021 through December 31, 2021 will be prorated at \$55,000.

**3. Article VI, Section A, is amended as follows:**

A. This agreement is effective July 1, 2019 and will terminate on December 31, 2021. The term of this agreement may be extended by Amendment as noted in Section V above.

**4. Exhibit A, Scope of Work, is hereby replaced with the attached Exhibit A – Revised Scope of Work**

**IN WITNESS HEREOF**, the Parties have executed this Agreement by the date set forth opposite their names below.

**HOUSING AUTHORITY OF  
CLACKAMAS COUNTY BOARD**

Commissioner Tootie Smith, Chair  
Commissioner Sonya Fischer  
Commissioner Mark Shull  
Commissioner Paul Savas  
Commissioner Martha Schrader  
Resident Commissioner Ann Leenstra

Signing on Behalf of the Housing Authority Board

**CLACKAMAS COUNTY**

Commissioner Tootie Smith, Chair  
Commissioner Sonya Fischer  
Commissioner Mark Shull  
Commissioner Paul Savas  
Commissioner Martha Schrader

Signing on behalf of Clackamas County

\_\_\_\_\_  
Jill Smith, HACC Executive Director

\_\_\_\_\_  
Commissioner Tootie Smith, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Intergovernmental Agreement**  
Between Housing Authority of Clackamas County and Social Services Division  
for the Public Housing Case Manager H3S Contract No. 9247

**EXHIBIT A – REVISED SCOPE OF WORK**  
**CASE MANAGER FOR HOUSING AUTHORITY OF CLACKAMAS COUNTY (HACC)**

**I. Logistics and Management of Caseload:**

Case manager will work in collaboration with HACC Resident Services team, including the HACC Human Services Coordinator (HSC), Resident Services Assistant and Resident Services Interns. HACC Resident Services will assist Case Manager with identifying residents in need of assistance, and work to develop strategies to provide crisis management and support services. Case Manager will have an office at PSB, however, HACC can provide remote workspace at Hillside Manor and/or Oregon City View Manor (OCVM). Most case management work on site will take place at tenant's living units or during meetings.

**II. The Case Manager will attend the following meetings on a regular basis:**

- Eviction Prevention Meeting every Thursdays (Property Mgers, Human Services Coordinator)  
The case manager will attend the following meetings on an as needed/as appropriate basis:
- Housing & Workforce Collaborative Meeting (Human Services Coordinator, FSS Specialist, Workforce community partners)
- Multi-disciplinary Team Meeting (Human Services Coordinator, Clackamas MHC representative, Behavior Health Staff)
- Holcomb Elementary School Meeting (Human Services Coordinator, Holcomb school counselor).

**III. Primary Work Responsibilities of Case Manager:**

- Eviction Prevention – Work collaboratively with Resident Services team and other parties to prevent evictions.
- Vulnerable Residents – Identify and provide support services to vulnerable residents. This would include connecting residents to drug and alcohol treatment, mental health services, and health care services for persons living with chronic health conditions.
- Advocacy - Advocating for residents to navigate service systems and meet basic needs.
- Tracking Interventions and Outcomes – Track interventions and outcomes with the goal of supporting long term sustainability and collaboration between service systems.