

**COMMUNITY ACTION BOARD (CAB)  
November 1, 2023 Meeting Minutes  
Meeting held virtually via Zoom  
7:30 AM – 8:50 AM**

<b>FACILITATOR</b>		Sonia Agnew			
<b>NOTE TAKER</b>		R.E. Szego			
P	Paul Edgar		Marya Choudhry	S	Brenda Durbin
P	Sonia Agnew	G	Adam Khosroabadi	S	Joey Johns
P	Martha Spiers	P	Leota Childress	S	Tina Foley-Strehl
	Richard Sheldon			E(S)	Amy Kelsey
		S	R.E. Szego	S	Jennifer Much Grund

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

<b>ITEMS / ISSUES</b>	<b>DISCUSSION</b>
<b>Meeting Called to Order</b>	Meeting called to order. A quorum was not reached. (Adam has not yet received his letter.)
<b>Meeting Minutes</b>	
<b>Adopt Revised Needs Assessment</b>	<p>Jennifer Much Grund, Policy, Performance, and Research Analyst, reviewed the revised Community Needs Assessment, which was updated to add data about LGBTQ (lesbian, gay, bisexual, transgender and queer) risks of poverty and homelessness, starting on p.19. There is limited local Clackamas County data, so Jennifer pulled most information from state and national data.</p> <p>The group discussed youth experiencing homelessness. Paul talked about information he received at an Oregon City Together meeting (formed by the Oregon City School District) which talked about children in need, specifically about houseless children in Oregon City School District. They didn't have plans for outreach and programming. Joey talked about the limited to no access for treatment beds for youth with substance dependence. He noted that 4D Recovery (<a href="https://4drecovery.org/">https://4drecovery.org/</a>) talks about disparities for youth.</p>

ITEMS / ISSUES	DISCUSSION
	<p>The CAB will seek to adopt the Community Needs Assessment by email.</p> <p>Board members would like a version to share.</p>
<p><b>Review Proposed Strategic Plan</b></p>	<p>Jennifer Much Grund reviewed the proposed Strategic Plan, which gives direction to the CAB, but does not describe program level activities / exactly how we're going to complete each item.</p> <p>Paul noted that Portland General Electric will increase rates by 17%. Participants wondered how we can better connect community members across programs – e.g. where they might qualify for a number of services due to living within federal poverty guidelines. Brenda notes that this is called being “categorically eligible” and is something that the County has tried to work toward for some time.</p> <p>Paul wondered how to make these initiatives more impactful. Sonia is seeking opportunities to brainstorm and give feedback or get into more detail outside of the CAB meeting. Brenda says we could talk about having an in-person and/or longer meeting, maybe with food.</p> <p>R.E. suggested that if we do something in person might we invite community partners who serve families and individuals living in poverty / experiencing homelessness so that they can share information, recruit potential members, and conduct focus group research / community discussion about services. She recommends that we consider doing this with a facilitator not from the County. Jennifer said we could potentially build a community event into the Communication Plan. Brenda noted that the Strategic Plan is based on one developed for Older Americans Act. It's a great opportunity to do something for all areas that Social Services is responsible to. Ant Farm is also hosting some listening sessions that could have information relevant to this group.</p> <p>Paul noted the potential increase in poverty with the pandemic and ongoing inflation. The data has not yet caught up to provide this information.</p> <p>Brenda asked that the Board Members review the Strategic Plan so we can discuss it in more depth during the December meeting.</p>

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<p><b>Discuss Recruitment Strategies</b></p>	<p>The CAB has two vacancies in low-income sector (living as or working with). Applications cannot be accepted until the recruitment has been posted. The requirements are that Board Membership reflect: 1/3 represent low income individuals and families; 1/3 represent government officials; and 1/3 can be general community members.</p> <p>When recruiting, benefits to note to potential Members include being part of two-way communication between community members and Clackamas County Social Services Division:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensuring all community members know what programs are available and how to access them</li> <li><input type="checkbox"/> Representing historically underserved populations and sharing experiences with County staff</li> </ul> <p>Martha recommends that we define “low-income community members”. It was noted that the CAB bylaws allow people to self-identify. They also allow for alternate members – e.g., to attend and see the process. If Members need Interpretation and translation, the county would arrange this. R.E. recommends that the application be translated. Brenda will look into the possibility of offering a stipend to low-income Members. Jennifer thought we might be able to reach out to clients (e.g., who have received rent assistance or utilities assistance), and Joey suggested that we connect with clients who have moved into stable housing.</p> <p>Following some questions about the County’s work with people experiencing homelessness, Brenda will seek someone from the Housing and Community Development Division to present at an upcoming CAB meeting.</p> <p>Brenda will work with the Liaison to get the recruitment posted.</p>
<p><b>Confirm Required Annual Signed Documents Completed</b></p>	<p>The Binders for Board Members include docs that need to be signed annually and returned to R.E. at <a href="mailto:rszego@clackamas.us">rszego@clackamas.us</a> (corrected). This is required for (Community Services Block Grant) organizational standards.</p>
<p><b>Member Updates</b></p>	<p>Martha will be retiring when the Clackamas Free Clinic identifies someone to take her position. The Executive Director job posted until Nov 9. The organization just changed to serve up to 400% of the federal poverty line. OHP (Oregon Health Plan) continues to have limited capacity. Vision Clinic will be up again soon. The Clackamas Free Clinic will provide a tour for Homeless Solutions.</p> <p>Paul wants to make a presentation to the Oregon City Commissioners with Jennifer. He would love to go to others, as well.</p>

ITEMS / ISSUES	DISCUSSION
	<p>Sonia is excited to work with Service Equity Committee and wanted to share that this meeting helps her heart. Jennifer agrees.</p> <p>Adam would love to do a presentation and invite Jennifer to the Milwaukie City Council. He noted that he learned in a recent City Council meeting that Milwaukie ranks fifth of 13 municipalities for poverty level.</p> <p>Leota stated that it will be important to take Strategic Plan to all City Councils. She recommends doing a walkthrough of the Free Clinic and will bring folks from Molalla. Molalla Hope currently has no lease and will not offer winter shelter. During the recent four nights of freezing weather things were still done to get people experiencing homelessness off the streets in Molalla. Molalla Hope will help facilitate that in any way.</p>
<b>Next Meeting:</b>	<p><b>December 6, 2023, 7:30am – 8:50am via Zoom.</b> (New Zoom address to come.)</p>